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EXECUTIVE CABINET

Day: Wednesday
Date: 31 August 2016
Time: 2.00 pm
Place: Lesser Hall - Dukinfield Town Hall

Item No.	AGENDA	Page No
1.	APOLOGIES FOR ABSENCE To receive any apologies for the meeting from Members of the Executive Cabinet.	
2.	DECLARATIONS OF INTEREST To receive any declarations of interest from Members of Executive Cabinet.	
3.	MINUTES	
a)	EXECUTIVE CABINET To consider the minutes of the last meeting of the Executive Cabinet held on 29 June 2016.	1 - 10
b)	STRATEGIC PLANNING AND CAPITAL MONITORING PANEL To receive the minutes of the Strategic Planning and Capital Monitoring Panel held on 11 July 2016.	11 - 18
c)	SINGLE COMMISSIONING BOARD To consider the minutes of the meeting of the Single Commissioning Board held on 2 August 2016.	19 - 30
d)	ENFORCEMENT CO-ORDINATION PANEL To consider the minutes of the last meeting of the Enforcement Co-ordination Panel.	31 - 36
e)	ASSOCIATION OF GREATER MANCHESTER AUTHORITIES/GREATER MANCHESTER COMBINED AUTHORITY To consider the minutes of the AGMA Executive Board and Greater Manchester Combined Authority held on 30 June and 29 July 2016.	37 - 94
4.	FINANCIAL MONITORING	
a)	CAPITAL OUTTURN 2015/2016 To consider the attached report of the First Deputy (Performance and Finance)/Assistant Executive Director (Finance).	95 - 120

From: Democratic Services Unit – any further information may be obtained from the reporting officer or from Robert Landon on robert.landon@tameside.gov.uk or 0161 342 2146, to whom any apologies for absence should be notified.

Item No.	AGENDA	Page No
b)	CAPITAL MONITORING To consider the attached report of the First Deputy (Performance and Finance)/Assistant Executive Director (Finance).	121 - 138
c)	REVENUE MONITORING To consider the attached report of the First Deputy (Performance and Finance)/Assistant Executive Director (Finance).	139 - 178
d)	TREASURY MANAGEMENT To consider the attached report of the First Deputy (Performance and Finance)/Assistant Executive Director (Finance).	179 - 190
5.	CORPORATE EQUALITIES SCHEME To consider the attached report of the Executive Member (Adult Social Care and Wellbeing)/Executive Director (Governance, Resources and Pensions).	191 - 224
6.	HOME TO SCHOOL TRANSPORT To consider the attached report of the Executive Member (Lifelong Learning)/Assistant Executive Director (Education).	225 - 296
7.	GREATER MANCHESTER STRATEGIC ESTATES - MEMORANDUM OF UNDERSTANDING To consider the attached report of the First Deputy (Performance and Finance)/Executive Director (Place).	297 - 330
8.	STATEMENT OF COMMUNITY INVOLVEMENT To consider the attached report of the Deputy Executive Leader/Assistant Executive Director (Development, Growth and Investment).	331 - 386
9.	HONOUR OUR FALLEN PLEDGE - STREET NAMING AND PROTOCOL CRITERIA To consider the attached report of the Deputy Executive Leader/Executive Director (Governance, Resources and Pensions).	387 - 392
10.	ASHTON OLD BATHS To consider the attached report of the First Deputy (Performance and Finance)/Assistant Executive Director (Development, Growth and Investment).	393 - 416
11.	URGENT ITEMS To consider any additional items the Chair is of the opinion shall be dealt with as a matter of urgency.	

From: Democratic Services Unit – any further information may be obtained from the reporting officer or from Robert Landon on robert.landon@tameside.gov.uk or 0161 342 2146, to whom any apologies for absence should be notified.

MEETING OF EXECUTIVE CABINET

29 June 2016

Commenced: 2.00 pm

Terminated: 3.05 pm

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

1. DECLARATIONS OF INTEREST

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

2. MINUTES

(a) Executive Cabinet

Consideration was given to the Minutes of the meeting of Executive Cabinet held on 24 March 2016.

RESOLVED

That the Minutes of the meeting of Executive Cabinet held on 24 March 2016 be taken as read and signed by the Chair as a correct record.

(b) Single Commissioning Board

Consideration was given to the Minutes of the meeting of the Single Commissioning Board held on 20 April 2016.

RESOLVED

That the Minutes of the meeting of the Single Commissioning Board held on 20 April 2016 be received.

(c) Enforcement Co-ordination Panel

Consideration was given to the Minutes of the meeting of the Enforcement Co-ordination Panel held on 11 April 2016.

RESOLVED

That the Minutes of the meeting of the Enforcement Co-ordination Panel held on 11 April 2016 be received.

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

Consideration was given to a report of the Executive Leader and Chief Executive which informed Members of the issues considered at the AGMA Executive Board and Greater Manchester Combined Authority held on 29 April and 27 May 2016 and the Forward Plan of Strategic Decisions of the Greater Manchester Combined Authority and AGMA Executive.

RESOLVED

That the content of the report be noted.

3. REVENUE MONITORING – QUARTER 4 2015/16

Consideration was given to a report of the First Deputy (Performance and Finance) and the Assistant Executive Director (Finance) showing that at Quarter 4 the overall net revenue service expenditure for the 2015/2016 financial year was £6.663m less than the updated budget. The outturn figures included additional dividend from Manchester Airport Group of £2.25m and the agreed in-year change to the Council's debt repayment policy, which resulted in a reduction of £3.7m in the charge to revenue. After allowing for these variations, the overall spend was within budget by £0.713m. This was after movements to reserves to assist with future years' financial challenge, in particular, the forecasted financial deficit in the health and social care economy in Tameside and Glossop which would see the creation of a ground-breaking Integrated Care Organisation to help address the situation.

In conclusion, it was explained that these results should be seen as just one, albeit important, step in the transformation journey to deliver financial sustainability by the end of the current Comprehensive Spending Review period, i.e. by 2020.

RESOLVED

- (i) That the revenue outturn position be noted.**
- (ii) That the detail for each service be noted.**
- (iii) That movement to reserves as outlined in Appendix 3 to the report be approved.**
- (iv) That the treatment of year end balances as outlined in Appendix 3 to the report be approved.**
- (v) That the changes to revenue budgets as set out in Appendix 1 to the report be approved.**
- (vi) That the capital outturn position be noted.**
- (vii) That a transfer of £2.300m from reserves, and consequent payment to Tameside Hospital Foundation Trust to support Care Together, as outlined in Section 7 of the report, be approved.**

4. SMART TAMESIDE: DIGITAL INFRASTRUCTURE

Consideration was given to a report of the First Deputy (Performance and Finance) and the Assistant Executive Director (Digital Services) explaining that for the last three years the Council had been installing a fibre optic infrastructure in and around Ashton Town Centre. At present, this network provided data and telecommunications connectivity to 20 different buildings supporting the Council, Tameside College, Ashton Sixth Form College, Tameside General Hospital and Pennine Care Mental Health Trust Services, with work ongoing to connect New Charter Housing Trust and Greater Manchester Pension Fund.

Alongside supporting the public sector reform agenda, the infrastructure also enabled other services to be layered on top. SWIFT – Town Centre Wi-Fi for Tameside would utilise the dark fibre network across Ashton and Droylsden Town Centres to provide the connective backbone that would mean over 30 external Wi-Fi hot spots could be installed to create a high density free to use public Wi-Fi network.

There was also an opportunity to lever the investments being made in the digital infrastructure to support and grow the digital economy in Tameside. This sector was thriving across Greater Manchester due in part to the BBC relocation to Media City. Tameside had a strong but relatively small digital economy but with the advent of the Ashton Old Baths development alongside the digital infrastructure there was a real opportunity to stimulate and significantly grow this increasingly important sector.

A key development in the dark fibre network was the installation of fibre optic cables in ducting alongside the Metrolink track from Ashton Town Centre to Piccadilly. When this work was completed in late summer it would enable the network to be directly connected into the Northern

Internet Peering Point located in the Manchester Science Park and in so doing open up super high speed internet connectivity at a fraction of the costs of commercially available services.

Transport for Greater Manchester, operators of the Metrolink network, would require the Council to sign a Letter of Intent detailing the arrangements and associated costs for the use of their ducting. It also required the Council to provide them with indemnity for any potential costs related to State Aid matters.

RESOLVED

- (i) That the Borough Solicitor be authorised to negotiate with Transport for Greater Manchester with regard to the terms and conditions detailed in the Letter of Intent and to sign on behalf of the Council.**
- (ii) That approval be given to providing the appropriate indemnity to Transport for Greater Manchester with regard to State Aid matters in the form required by Transport for Greater Manchester and set out in Appendix 1 to the report.**

5. VISION TAMESIDE PHASE 2

Consideration was given to a report of the First Deputy (Performance and Finance)/Assistant Executive Director (Development and Investment) providing a further update on project development, costs, delivery timescales and risks associated with the Vision Tameside Programme and, in summary, seeking approval for:

- Payments and virements as outlined in the report;
- Delegated authority for the award of a contract and making of all necessary decisions within the allocated capital budget;
- Delegated authority for any necessary virements that might be required during the delivery of the programme within the allocated capital budget; and
- Designated authority to accept the SFA funding offer of £4,060,000.

Reference was made to the revised date of 5 August 2016 for completion of the demolition programme largely due to delays with scaffolding erections and additional propping up requirements in the octagon tower. Whilst this delay did not have a significant impact on the current contract and lease arrangements, it was essential that the programme continued to be monitored closely to ensure there was no further slippage.

Particular reference was made to the Section 4 outlining the financial implications, funding and disbursements relating to the project. The costs approved by the Council's Executive Cabinet at its meeting in December 2015 were detailed in the report along with further virements now requiring approval.

In terms of the successful Skills Capital bid to the Greater Manchester Combined Authority (GMCA), the Confirmatory Due Diligence and Independent Project Monitor reports had now been completed and approved by the GMCA and a breakdown of the estimated eligible expenditure was provided. On this basis the GMCA had issued a draft formal funding agreement for £4,600,000 included at **Appendix 1** to the report.

It was reported that a Council Key Decision in February 2015 authorised the procurement of the Stage 2 planning and design work through the Tameside Investment Partnership (TIP) at a projected cost of £1,078,949 and Executive Cabinet subsequently approved an initial payment of £1m in December 2015. Approval was now being sought to make the payment of the balance of £78,949 to the TIP for the Stage 2 costs.

The Stage 2 submission approved by Executive Cabinet was based upon contract award by the end of January 2016 and this timescale was extended to the end of February 2016 in the post-stage 2 submission commercial negotiations. With the contract award still pending, approval was

being sought to underwrite the TIP costs in progressing the post-stage 2 planning, design and procurement of early works packages during March-May 2016 inclusive totalling £2,589,9178. The early works packages were required to mobilise supply chains to ensure construction works could start on site by the end of June 2016 and maintain the project programme. It also mitigated the risks of construction cost inflation to the Council.

In addition, delegated authority was also sought to underwrite further TIP costs in progressing any additional post-stage 2 planning, design and procurement of early works packages that might be necessary prior to financial close and contract award.

Executive Cabinet was also advised on progress with asbestos removal, lease negotiations, scope and design of the building, and fixtures, fittings and equipment. Discussion took place on the Ashton Town Centre public realm project and it was noted that Hamilton-Baillie, leading international urban design and movement experts, had recently been appointed to develop proposals for the rationalisation of the Turner Lane road junction and associated works. A further update report was requested on these proposals and progress with Ashton Interchange, associated developments and land acquisition, and the opportunities Vision Tameside provided across the Borough.

In conclusion, it was stated that the proposals contained in the report would enable the Vision Tameside Phase 2 Programme to be progressed in line with agreed key milestones thereby achieving the revised target completion date of 26 May 2018 and mitigating the risk of construction cost inflation to the Council.

RESOLVED

- (i) That the progress achieved since achieved since the previous update in December 2015 be noted.**
- (ii) That the revised demolition completion date of 5 August 2016 as outlined in Section 3 of the report be noted.**
- (iii) That the payment of the balance of the costs incurred in reaching Stage 2 of £78,949 to the Tameside Investment Partnership as outlined in Section 4.12 of the report be approved.**
- (iv) That the virements as set out in Section 4.3 of the report be approved.**
- (v) That the payment of costs of post-stage 2 early works packages of £2,589,978.17 to the Tameside Investment Partnership as outlined in Section 4.13 be approved.**
- (vi) That the Executive Director (Place) in conjunction with the Executive Director (Governance, Resources and Pensions) and First Deputy (Performance and Finance) be authorised to award a construction contract and make all necessary decisions to ensure project is managed within the allocated capital budget for the Vision Tameside Phase 2 programme as outlined in in Section 4 of the report.**
- (vii) That the Executive Director (Place) in consultation with the First Deputy (Finance and Performance) be authorised to approve any further early works packages necessary within the allocated capital budget for the Vision Tameside Phase 2 construction programme.**
- (viii) That the Executive Director (Place) in consultation with the First Deputy (Performance and Finance) and the Section 151 Officer be authorised to approve any necessary virements within the allocated capital budget for the Vision Tameside Phase 2 programme subject to any virements over £100,000 being approved in advance by the Strategic Planning and Capital Monitoring Panel.**
- (ix) That the Executive Director (Place) in consultation with the Executive Director (Governance, Resources and Pensions) be authorised to accept the SFA funding offer of £4,060,000 from the Greater Manchester Combined Authority and enter into a grant funding agreement on behalf of the Council.**
- (x) That a further report be provided on the public realm project, progress with Ashton Interchange, associated developments and land acquisition, and the opportunities Vision Tameside provided across the Borough.**

6. TAMESIDE DOMESTIC ABUSE STRATEGY 2016-19

Consideration was given to a report of the Deputy Executive Leader and Head of Stronger Communities detailing a strategy setting out the Council's intentions and plans through a multi-agency approach to tackling domestic abuse. The aim of the strategy was to prevent and reduce domestic abuse and the harm caused to victims, families and communities in Tameside and identified three key priorities to ensure that:

- The community rejected all forms of domestic abuse and violence as unacceptable;
- There was less domestic abuse in Tameside; and
- The impact of domestic abuse was reduced.

The report used statistics from the British Crime Survey and Greater Manchester Police data, which showed an increase of 28% in domestic abuse crimes in Tameside over the 3 year period from 2012/13 to 2014/15. Although this was clearly of concern, this could be attributed to an increased willingness for victims to come forward to report crimes, they were less tolerant of domestic abuse and had confidence that help and support was available to effectively respond to the needs of victims and their families and deal with offenders.

Executive Cabinet welcomed the strategy and accompanying delivery plan to achieve the key priorities and commented favourably on the increased focus on early intervention and prevention measures, supported by significant investment from the Greater Manchester Police and Crime Commissioner. This provided an opportunity to reduce some of the long term consequences of domestic abuse for children, their families and communities and high resultant costs.

RESOLVED

That the Tameside Domestic Abuse Strategy 2016-19 and accompanying action plan be approved.

7. FOSTER CARE PAYMENTS

Consideration was given to a report of the Executive Member (Children and Families) and the Assistant Executive Director (Children) seeking approval for a new way in which to reward foster carers, basing the payment scheme on the skills of the carer rather than the age of the child being cared for. This would drive up the quality of care being provided to children, provide a more transparent and equitable scheme of reward for foster carers and ensure the continuing professional development of all carers and the fostering service generally. Whilst savings were anticipated from the introduction of the proposed scheme, it was important to recognise that the key driver to this reform was to improve the outcomes for looked after children in the borough, a factor which was of paramount performance. The proposed Payment and Progression Scheme and skills criteria was set out in **Appendix 1** and **Appendix 2** to the report.

Executive Cabinet sought further clarification to the consultation process with foster carers. The Assistant Executive Director advised that consultations opened on 6 November 2015 with presentations to carers over two sessions where a total of 34 foster carers had attended on this date out of 255 eligible to attend. A further session was arranged for 15 January 2016 attended by 27 carers. There had also been an opportunity to email questions or contributions to the consultation via the Assistant Executive Director or the Commissioning Team. On 1 February 2016, the foster carers arranged a further meeting and invited the Executive Member for Children and the Assistant Executive Director to attend and time had been set aside for 1:1 meetings with foster carers.

The GMB Union had been party to the consultation and a summary of their views was detailed in the report.

It was explained that the proposed scheme was controversial with a number of foster carers. However, the scheme had been revised following the consultation exercise and issues raised by the foster carers had been addressed within the report. There was a risk that some carers might decide to cease fostering with Tameside MBC. Whilst this would clearly be unfortunate, it was mitigated by a strong recruitment strategy, a developing professional development offer and an overall strategy of reducing the numbers of children in care.

The major concern throughout the proposal had been in relation to the possibility that some carers would lose payment as a consequence of the scheme. The Service acknowledged the real concerns about financial packages but having analysed the position and looking closely at the concerns raised and the regional and Greater Manchester schemes, the conclusion reached was that the proposal was fair and balanced.

From the outset of the consultation, it had been made clear that there would be no change to payment rates for children already in placement. The new proposal was designed to be for all new placements made after an agreed date of implementation of the scheme.

In conclusion, the Assistant Executive Director stated that training packages must be available to carers in order for them to achieve their potential, that payment rates for current placements would not alter and that the appropriate forum for approval and appeal was the independently chaired Fostering Panel.

RESOLVED

That the Payment for Skills scheme including the new rates to be effective for new placements to be made after 1 July 2016 be approved.

8. STATEMENT OF COMMUNITY INVOLVEMENT

Consideration was given to a report of the Deputy Executive Leader and Assistant Executive Director (Development and Investment) explaining that the current Statement of Community Involvement (SCI) was adopted by the Council in 2006 as a result of changes brought in by the Planning and Compulsory Purchase Act 2004. Since that version of the document was adopted, there had been a number of procedural changes to how planning documents were prepared. It was now important to publish a revised SCI reflecting these changes to the statutory process and the consultation draft was appended to the report at **Appendix 1**.

RESOLVED

- (i) That the content of the report be noted.**
- (ii) That approval be given to consult on the draft SCI for a period of four weeks.**
- (iii) That the outcome of the consultation process and any resulting amendments to the SCI be reported to Executive Cabinet on 31 August 2016 for formal adoption.**

9. HOUSING ALLOCATION SCHEME

Consideration was given to a report of the Executive Member (Healthy and Working) and the Head of Stronger Communities, which advised that since the introduction of the Council's current Housing Allocation Scheme in August 2013, the Government had issued new statutory guidance on housing allocations. In addition recent case law and operational issues indicated that the Council should update its Housing Allocation Scheme to ensure that it remained lawful and relevant. The Council had also taken the opportunity to consult with its key partners to ensure that the new scheme, wherever possible, reflected their needs and the needs of their future customers. This included extensive consultation with New Charter Homes as deliverers of the current service and a number of registered providers.

The outcome of a formal consultation phase which took place through the Big Conversation between 1 and 26 February 2016 was detailed including responses to address the following key issues:

- Local Connection;
- Policy on Choice;
- The Qualifying Criteria;
- Unacceptable Behaviour Criteria; and
- Affordability.

Executive Cabinet indicated support for changes to the scheme which, would ensure a balanced approach when allocating social housing so that priority was given to people with the highest level of need and information on a range of pathways to access suitable housing.

RESOLVED

That the changes to the Housing Allocation Scheme be approved.

10. DEVOLUTION GOVERNANCE

The Executive Leader presented a report updating Executive Cabinet on the current legal and governance arrangements for GMCA following the implementation of the Cities and Local Government Act in March 2016 and to agree delegated authority to enable the next stages of devolution to be implemented.

The changes required to implement the devolution agreements were being dealt with in two phases:

Phase 1 – would deal with most issues other than those relating to Fire and Rescue Services.

Phase 2 – would address issues relating to Fire and Rescue Services. As part of Phase 2, GMCA Members would also consider whether they wished to pursue the transfer of GM Waste Disposal Authority responsibilities to the GMCA and would review Overview and Scrutiny arrangements in relation to GMCA and mayoral functions.

In terms of next steps, the Phase 1 proposals were considered by the Combined Authority in March 2016, subject to public consultation during April and May and draft Orders were now being prepared by Government to be laid in Parliament in July 2016 and implemented by November 2016. Details of the Phase 2 proposals would be considered by GMCA on 30 June 2016 and would then be subject to public consultation over July and early August with the intention that draft Orders would be introduced to Parliament in September 2016.

In conclusion, it was noted that all of the districts would need to consent to the draft Orders for Phase 1 and Phase 2. At this stage, the Authority did not have a draft of the Orders and delegated authority was therefore requested to enable consent to be provided by the Chief Executive in consultation with the Executive Leader to the content of the Orders before they were laid in Parliament.

RESOLVED

- (i) **That it be noted that the Cities and Local Government Devolution Act was now in place and the next steps required for implementation of the Greater Manchester devolution deals.**
- (ii) **That delegated authority be given to the Chief Executive in consultation with the Leader of the Council to consent to the terms of all Orders required to implementing the current devolution deals.**

11. LOCAL DEVELOPMENT SCHEME

Consideration was given to a report of the Deputy Executive Leader and the Assistant Executive Director (Development and Investment) setting out an up-to-dated Local Development Scheme (LDS) required in accordance with Section 15(7) of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011). The LDS detailed the key milestones for plan making that the Council proposed to deliver and identified the nature and scope for the delivery of Development Plan documents including the Local Plan of which the Greater Manchester Spatial Framework (GMSF) was an integral part, by early 2017.

It was explained that the Department of Communities and Local Government had, significantly, pointed out that updated LDS needed to be in place for all Greater Manchester authorities as a matter of urgency so that there was clarity on the timetable for the GMSF and subsequently the timetable for the production, or updating, of local plans. The revised LDS appended to the report detailed the timetable for the GMSF and Tameside's Local Plan and approval was being sought from Executive Cabinet to approve the proposals for the LDS as a realistic and practical approach to Local Plan preparation, making use of existing resources, and addressing the Government's strong desire for the GMSF and Local Plans to be delivered.

Delegated authority was also being sought for the Executive Director (Place) in consultation with the Deputy Executive Leader for future changes to the LDS to provide scope for the Council to respond quickly and effectively to issues as they emerged and for the Borough to take a proactive approach to having an up-to-date programme for getting an adopted plan in place as soon as practically possible. Noting that the necessary governance for executive decisions will have to be complied with.

Executive Cabinet was keen to make progress on a draft Local Plan setting out the vision and policies for the Borough as soon as practicable whilst, at the same time, reflecting and conforming with the continued progression of the GMSF. Members also made reference to, and requested further details on, the process for the new neighbourhood planning regime detailed in the Localism Act 2011.

RESOLVED

- (i) That the draft Local Development Scheme be approved for publication.**
- (ii) That delegated authority be given to the Executive Director (Place) in conjunction with the Deputy Executive Leader to approve amendments to the Local Development Scheme which will be subject to executive decision process.**
- (iii) That Members receive further details on the process for the new neighbourhood planning regime detailed in the Localism Act 2011.**

12. EXCLUSION OF PRESS AND PUBLIC

RESOLVED

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

13. PURCHASE OF SHARES IN INSPIRED SPACES

Consideration was given to a report of the First Deputy (Performance and Finance) and the Assistant Executive Director (Development and Investment) the purpose of which was to seek agreement by the Council to the ownership restructure proposal as detailed with the report and the purchase of the LEP's 10% stake in the two Project Companies from Carillion, which was deemed an investment opportunity for the Council.

RESOLVED

- (i) That the restructuring proposals and Inspired Spaces (Tameside) Ltd (the LEP) selling its shares and sub debt investment in the BSF companies to the equity partners, Carillion Private Finance (CPF), the Council and BSFI, be agreed and the Borough Solicitor be authorised to effect in the interests of the Council including any changes required to meet any tax or other regulatory requirements.**
- (ii) Agreement to activate pre-emption rights and purchase 50% of CPFs shares and sub debt in the BSF companies taking its overall shareholding to 50%.**
- (iii) That further cost saving measures across the PFI portfolio including looking at opportunities for refinancing continues to be pursued.**
- (iv) That the new operating model of the LEP as agreed by the LEP Board be noted.**
- (v) That the total proposed investment of £0.884m, to be financed from the BSF Reserve set aside to provide for the future affordability of the project, be approved.**
- (vi) That 100% of the interest received in the event of a successful offer to be reinvested in the BSF reserve be approved.**

14. URGENT ITEMS

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

CHAIR

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STRATEGIC PLANNING AND CAPITAL MONITORING PANEL

11 July 2016

Commenced: 2.00pm

Terminated: 3.00pm

Present: Councillor K Quinn (Chair)
Councillors Cooney, Dickinson, Fairfoull, J Fitzpatrick, B Holland, McNally and Taylor

Chief Executive: Steven Pleasant

Monitoring Officer Sandra Stewart

Section 151 Officer: Ian Duncan

Also in attendance: Robin Monk, Damien Bourke, Ilys Cookson, Paul Moore, Ian Saxon, Alison Lloyd-Walsh, Beverley Stephens and Kathy Roe.

1. DECLARATIONS OF INTEREST

There were no declarations of interest submitted by Members.

2. MINUTES

The Minutes of the meeting of the Strategic Planning and Capital Monitoring Panel held on 14 March 2016 were signed by the Chair as a correct record.

3. CAPITAL MONITORING REPORT - OUTTURN 2015/16

Consideration was given to a report of the First Deputy (Performance and Finance)/Assistant Executive Director (Finance) summarising the capital monitoring position at 31 March 2016. The report showed projected capital investment of £40.067 million in 2015/16. This was £7.472 million less than the total programmed spend for the year. Re-phasing of £6.534 million into the next financial year was therefore proposed, which would reduce the variation to £0.938 million.

Details of the projected outturn capital investment were shown by service area and Section 3 of the report referred to the most significant scheme variations.

Particular reference was also made to the changes to the approved 3 year capital programme and capital receipts.

RESOLVED

- (i) That the 2015/16 capital outturn position be noted;
- (ii) That the capital financing statement for 2015/16 is approved;
- (iii) That the revised capital programme (including changes and re-profiling) is approved;
- (iv) That the current position in regards to Compulsory Purchase Orders (CPO's) and indemnities is noted; and
- (v) That the capital receipts position is noted.

4. VISION TAMESIDE PHASE 2 PROGRESS UPDATE

Consideration was given to a report of the Assistant Executive Director, Development and Investment, detailing the progress to deliver the Vision Tameside Phase 2 Programme.

It was reported that significant progress had been made since the last meeting of the Panel on 14 March 2016. In particular progress made with key elements of the Programme were detailed as follows:

- Negotiations on liability for the removal of asbestos had now been satisfactorily completed. Details of the financial implications for the Council were set out in the report.
- Lease discussions were nearing completion with the College, Job Centre Plus (JCP) and the Clinical Commissioning Group (CCG). Heads of Terms were to be agreed prior to the award of the Design and Build contract.
- The scope of the building had not changed and remained as approved. It was noted that any changes to the design or specification, following approval of the Stage 2 report, was likely to incur additional costs. Following recent changes in the management at the College, the Stage 2 designs were currently under review and several design changes were anticipated. The College had been made aware that they would be responsible for any costs associated with any requested design changes and that any impact on timescales would need to be considered carefully to ensure there was no negative impact on the overall programme. Further detailed discussions with potential occupat6ns were ongoing to gain a better understanding of partners' requirements and to identify if design changes were required to the first floor.
- An analysis of furniture, fittings and equipment, for all elements of the scheme, was completed as part of the Stage 2 submission. The original £1.5 million budget for the Council and partners had been confirmed to be sufficient at Stage 2. A financial breakdown of furniture, fittings and equipment costs for the College was detailed in the report.

It was reported that substantial progress had been made with the development of the Ashton Town Centre public realm project. An appropriate funding package was also being developed to enable the delivery of all elements of the project as identified in previous reports.

In respect of future use of Ashton Town Hall, it was explained that a separate study to explore the potential for optimising the future use of Ashton Town Hall had been completed to assist in developing a vision and business plan for the future use of this important historic building. Proposed uses included; arts and culture hub, retail/food and drink, meeting rooms and function rooms.

A further report on the re-use of Ashton Town Hall would be provided for consideration once project and funding details had been established.

An appropriate Recant Strategy was in the process of being developed for the new Joint Service Centre as part of the wider Council accommodation strategy.

It was further reported that due to unforeseen delays in the demolition programme, a revised recovery programme had been received, which indicated that the demolition programme would be complete by the 5 August 2016. A revised high level programme was detailed in the report confirming a completion date for the construction of the new building as 26 May 2018 with recant and occupation completed by September 2018.

With regard to financial implications, it was explained that the Council's meeting of Executive Cabinet on 16 December 2015 gave authority to further negotiate specific areas in the cost plan to achieve better value for money. The negotiations were now complete and a revised offer had been made by Carillion, details of which were given in the report.

The costs approved by Executive Cabinet in December 2015 were also detailed in the report along with further virements which were proposed for approval through a Council Key Decision on 29 June 2016 including the high level capital requirements for the project.

In respect of Risk Management, it was reported that the Vision 2 programme had a comprehensive risk register and issues log which was pro-actively managed by the Project team. The primary risks associated with the proposals outlined in the report were detailed.

It was concluded that the programme to deliver the Vision Tameside Phase 2 project was key to the achievement of the Council's overall strategic priorities and a new exciting future for Tameside attracting new businesses, creating new jobs and future opportunities for Tameside residents.

Maximising opportunities for local employment, apprenticeships, work placements a local supply chains contributed to economic prosperity in the Borough.

Improvement to the public realm was critical to the success of the Vision Tameside programme and good progress continued to be made with project development and associated funding package from external partners.

Ashton Town hall was a key council asset and good progress continued to be made with the development of a vision and business plan for the future re-use of the building.

In order to conclude designs and costs for the new building it was necessary to develop a costed Recant Strategy as the occupants would dictate the use and feel of the space. Good progress was now being made on this critical piece of work, which would also help inform the Council's Estate Strategy for the disposal and retention of properties within its portfolio.

RESOLVED:

1. **That the progress on the following be noted:**
 - (i) **delivery of the Vision Tameside Phase 2 scheme;**
 - (ii) **maximising the opportunities for local employment, apprenticeships, work placements and local supply chains;**
 - (iii) **development of the Ashton Town Centre Public Realm project;**
 - (iv) **development of a vision and business plan for the future use of Ashton Town Hall; and**
 - (v) **development of a Recant Strategy for the new building, which will also help inform the Council Estate Strategy for the disposal and retention of properties within its portfolio.**
2. **That any variations to the project with cost consequences will be advised to the Panel together with an explanation as to the reason for the change and where the costs will be met from within the costing envelope.**

5. ASSET MANAGEMENT UPDATE

Consideration was given to a report of the Assistant Executive Director, Development and Investment, detailing the progress on the disposal of the Council's surplus assets, anticipated capital receipts that would be realised and investment that was required to maintain those buildings being occupied and retained or dilapidated arising from the termination of leases.

With regard to the disposal of assets, it was reported that the Asset Disposal process continued with a figure of £6,283,500 achieved in the last 6 months. Details of Capital receipts realised to date was provided in an appendix to the report. Planning and Section 77 consultations were now underway on the 5 larger school sites and a process of active marketing was also on track. Work was underway on master planning the large site at Windsor Road in Denton and discussions around a potential disposal were proving positive. Details of Capital Receipts realised to date was provided in an appendix to the report.

Information with regard to properties identified for disposal or where tenants had sought to acquire the freehold of the properties that they leased, was provided in an appendix to the report.

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

With regard to investment in civic and corporate buildings, it was reported that there was no reactive maintenance budget included within the corporate landlord budgets and any repairs or upgrading of buildings required a request for additional investment to be made to the Panel for approval by Cabinet. In the past few months a number of requests had been received for repairs for civic and operational buildings for which there was no revenue or capital budget allocation. Analysis of capital spends for February 2016 - May 2016 was £175,126. In addition there had been spend of £68,742 in regard of property related revenue type spend in the same period.

An analysis of the capital investment required in respect of health and safety/essential operational repairs was detailed in the report. In some cases, repairs had already been undertaken to allow the buildings to remain operational.

In respect of Stamford Park – infrastructure improvements to Silver Springs, it was reported that there was a requirement to ask panel approval for £20,000 to undertake repairs in the Silver Springs area of Stamford Park. This work would complement and complete a package of repairs already undertaken to footpaths and drainage around the Silver Springs and Stamford Park sites. Previous funding comprised:

- £20,000 from Public Health; and
- £20,000 already received from external funder – SITA.

The degradation of the footpaths had been exacerbated over a particularly wet winter and an overall increase in use of these paths. This project would enable wider access to the site from key locations such as the Ridgehill Housing area and Tameside Hospital and there was a risk that if path improvements were not undertaken existing users would stop taking these routes and levels of physical activity may reduce. This project would also improve the park Run course and would make it more accessible and was likely to increase the number of participants.

With regard to sport and leisure estate investment, it was explained that on 24 March 2016, Executive Cabinet considered a report setting out proposals to ensure the provision of high quality sports and leisure facilities in Tameside, creating a platform to reduce physical inactivity and develop a sustainable funding model in relation to Active Tameside. Executive Cabinet approved specific proposals in relation to:

- Changes to the existing Tameside leisure estate, including a programme of capital investments;
- Increasing commercially profitable activity;
- Growth in inward investments; and
- Maintenance and repairs.

Once implemented in full, the proposals would enable revenue investment in Active Tameside to be reduced from £1.865 million in 2015/16 to £0.715 million by 2019/20 (a reduction of £1.150 million or 62%), and to £0.441 million by the end of the contract in 2023/24 (a reduction of £1.424 million or 76%).

A summary of progress to the end of June 2016 on the delivery of the sport and leisure estate investment programme was detailed in the report.

RESOLVED

That the following RECOMMENDATIONS be made to Executive Cabinet:

- (i) That the list of properties for disposal but not yet completed identified in Appendix 1 to the report be noted;
- (ii) That the allocation of £175,126 to undertake building condition replacement/repair projects as detailed at paragraph 3.2 of the report, be approved; and
- (iii) The allocation of £20,000 to facilitate works at Silver Springs, Stamford Park, be approved.

6. DEVELOPER AGREEMENTS, CONTRIBUTIONS AND SECTION 106 AGREEMENTS

Consideration was given to a report of the Assistant Executive Director, Development and Investment, summarising the current position with regard to receipts received from Section 106 Agreements and Developer Contributions and made comments for each service area.

It was reported that the summary position as at the period 31 January 2016 for Section 106 Agreements totalled £190,000, with Developer Contributions totalling £261,000. The balance of unallocated section 106 funds and developer contributions were as follows:-

- Services for Children and Young People - £124,000 (s106) and £14,000 developer contributions;
- Community Services (Operations and Greenspace) - £43,000 (s106) and £186,000 developer contributions; and
- Engineering Services - £23,000 (s106) and £14,000 developer contributions.

A section 106 agreement was in the course of being drafted for an application at Newton Business Park, Hyde, reference 16/00054/OUT. The outline planning application was for the demolition of all existing on site structures and the principle of redevelopment of the site for residential dwellings with an indicative Master plan showing up to 64 dwellings of a mix of 2, 3 and 4 bed properties.

A section 106 agreement had been made for an application at Britannia Mill, Manchester Road Mossley, reference 15/01061/OUT. This application would be considered at Speakers panel (Planning) on 22 June 2016. The outline planning application was for the demolition of the building and erection of approximately 750sqm retail floor space and approximately 62 apartments subject to reserved matters being approved and provided commuted sums to mitigate against the impact the proposal may have on off-site Open Space and Education provision. The sums were £631.85 per property for Open Space. There would also be £867.20 per 2 bed property and £1,211.35 per 3 bed property. There would also be a sum of £7,000 for the development to upgrade dropped kerbs and tactile paving in the vicinity of the site.

A section 106 agreement was being drafted for an application at the Oddfellows Arms, Alderley Street, Ashton, reference 16/00234/FUL. This full application was for the conversion of the building into 3 dwellings and was subject to a commuted sum to mitigate against the impact the proposal may had on off-site Open Space of £5,960 towards improvements to the play area at Cedar Park to the east of the site.

It was reported that no requests had been made to draw down funding from outstanding Developer Contributions or Section 106 monies.

As previously reported to the Strategic Planning and Capital Monitoring Panel, procedures to effectively manage the post April 2015 Section 106 agreement smart pooling system had been the subject of an internal audit. A draft audit report had now been finalised and a closure meeting between Planning and Audit was due to take place. Feedback on the outcome of the audit report would therefore be provided at the next Strategic Planning and Capital Monitoring Panel.

RESOLVED

- (i) That the content of the report be noted; and**
- (ii) That feedback on the outcome of the audit report be provided at the next meeting of the Strategic Planning and Capital Monitoring Panel.**

7. ENGINEERING CAPITAL PROGRAMME 2016/17

The Assistant Executive Director – Environmental Services submitted a report setting out initial details of the 2016/17 Engineering Capital Programme for Environmental Services and sources of funding with specific reference to the Highways Structural Maintenance Programme.

It was reported that the duty to formulate Local Transport Plans was the responsibility of Transport for Greater Manchester (TfGM) who reported to the Greater Manchester Combined Authority (GMCA). In order to support the objectives and strategies at local and regional level the proposed Engineering Capital Programme was divided into a number of headings based on the funding detailed at **Appendix 1** to the report.

Approval was sought for the proposed allocation of the 2016/17 Department for Transport Funding allocation and specifically for the allocation amongst Tameside's principal and non-principal roads as follows:

- Highways Structures and Bridges (£0.410m)
- Structural Maintenance Works (Principal/Non Principal Roads) (£1.697m)
- Street Lighting (£0.152m)
- Improved access to Hattersley Station (£0.750m)

Approval was sought for the proposed allocation of the 2016/17 Department for Transport Funding allocation and specifically for the allocation amongst Tameside's principal and non-principal roads.

RESOLVED

That the following RECOMMENDATIONS be made to Executive Cabinet:

- (i) That the Engineering Maintenance Block Allocation and the Highways Structural Maintenance Programme for 2016/17 as detailed in Appendix 1 to the report be approved; and**
- (ii) That the use of grant funding from the GM Growth Deal Round 2 to procure improvements to Hattersley Rail Station in the financial year 2016/17, be supported.**

8. SMART TAMESIDE: DIGITAL BY DESIGN: HBEN & CTAX ON LINE INTEGRATED FORMS

A report was submitted by the Assistant Executive Director – Exchequer Services, which explained that the Digital by Design program aimed to transform how the council manages contact with the public through the better use of new technology and in so doing, saved time, money and improving levels of service.

It was reported that, as more and more people turned to digital channels to access services and information, there was an opportunity for the council to digitalise how it dealt with customer requests and contacts across all its main channels with the intention of improving customer care and reducing costs.

Exchequer Services delivered its service to all residents and business rates payers in the Borough, many of whom want to transact their business with the Council by electronic means. A number of on-line forms were available on the Council's website, however those forms did not integrate with the back-office system and so the data had to be keyed into systems which was resource intensive and increased cost.

At present, only 2 forms (Housing Benefit and Council Tax Support application form and change of circumstances form) were available for completion on-line and which also integrated direct into the back-office system.

The report detailed the costs and benefits for a wider range of intuitive forms to be available on-line and which all integrated direct into the back office system.

The report further detailed the costs and benefits for a wider range of intuitive forms to be available on-line and which all integrated into the back office function. Any change required to the Councils web-site would be fully compatible with the Digital by Design programme currently being implemented by IT.

RESOLVED

That the following RECOMMENDATION be made to Executive Cabinet:

- (i) That approval be given for an allocation of £90k from the Capital budget to purchase the intuitive on-line and integrated forms for a range of Exchequer Services on an invest to save basis.**

CHAIR

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**TAMESIDE AND GLOSSOP
CARE TOGETHER SINGLE COMMISSIONING BOARD**

2 August 2016

Commenced: 3.00 pm

Terminated: 4.45 pm

PRESENT: Christina Greenhough (Chair) – Tameside and Glossop CCG
Richard Bircher – Tameside and Glossop CCG
Graham Curtis – Tameside and Glossop CCG
Councillor Gerald P Cooney – Tameside MBC
Councillor Brenda Warrington – Tameside MBC
Councillor Peter Robinson – Tameside MBC

IN ATTENDANCE: Sandra Stewart – Director of Governance
Stephanie Butterworth – Director of People
Kathy Roe – Director of Finance
Clare Watson – Director of Commissioning
Damien Bourke – Assistant Executive Director (Development and Investment)
Sandra Whitehead – Assistant Executive Director (Adult Services)
Ali Rehman – Public Health
Emma Varnam – Head of Stronger Communities
Michelle Rothwell – Interim Director of Nursing, Quality and Patient Safety

APOLOGIES: Alan Dow – Tameside and Glossop CCG
Steven Pleasant – Chief Executive

45. DECLARATIONS OF INTEREST

Members	Subject Matter	Type of Interest	Nature of Interest
Christina Greenhough	Item 6(i) and (j) – Over 75's Scheme Proposal and Directed Enhanced Services	Personal	GP in Tameside
Richard Bircher	Item 6 (i) and (j) – Over 75;s Scheme Proposal and Directed Enhanced Services	Personal	GP in Tameside
Councillor Gerald P Cooney	Item 6 (e) – Extension of Contract with New charter For Bridges Services	Prejudicial	Director of New Charter Housing Trust

Councillor Cooney left the room during consideration of Item 6(e) and took no part in the voting or discussions thereon.

46. MINUTES OF THE PREVIOUS MEETING

The Minutes of the previous meeting held on 5 July 2016 were agreed as a correct record.

47. FINANCIAL POSITION OF THE CARE TOGETHER ECONOMY

The Director of Finance, Single Commissioning Team, presented a joint report of the Tameside and Glossop Care together constituent organisations on the revenue financial position of the Economy.

The report provided a 2016/17 financial year update on the month 3 financial position (at 30 June 2016) and the projected outturn (at 31 March 2017).

Particular reference was made to the budgets, expenditure and forecast outturn of the ICF and the Tameside Hospital NHS Foundation Trust. In order to achieve a balanced position by the year end there were a number of risks that had to be managed which were explained in the report and summarised as follows:

- Achievement of the original £21.5 million projected commissioner financial gap (£13.5 million T & G CCG and £8.0 million TMBC);
- Delivery of the £17.3 million projected financial deficit (i.e. agreed control total) of Tameside Hospital NHS Foundation Trust;
- Management of any potential over spend within Acute services. Any over spend would be an additional pressure over and above the financial gap stated above;
- Ensure Parity of Esteem was achieved in relation to Mental Health Services;
- Management of Care Home placements due to the volatility in this area;
- Management of unexpected and complex dependency placements within Children's Services;
- Emergency in-year reductions to Central Government resource allocations;
- Pro-active management of continuing Healthcare and Prescribing which were subject to volatility; and
- Remaining within the running cost allocated for 2016/17.

The report also contained a summary of the Tameside Hospital NHS Foundation Trust financial position. This was to ensure members had an awareness of the overall financial position of the whole Care together economy and highlight the increased risk of achieving financial sustainability in the short term whilst also acknowledging the value required to bridge the gap next year and through 2020/21.

RESOLVED

- (i) That the 2016/17 financial year update on the month 3 financial position (at 30 June 2016) and the projected outturn (at 31 March 2017) be noted;**
- (ii) That the significant level of savings required during the period 2016/17 to 2020/21 to deliver a balanced recurrent economy budget be acknowledged; and**
- (iii) That the significant amount of financial risk in relation to achieving an economy balanced budget across this period, be acknowledged.**

48. DELIVERING EXCELLENCE, COMPASSIONATE, COST EFFECTIVE CARE – GOVERNING BODY PERFORMANCE UPDATE

Consideration was given to a report of the Director of Public Health providing an update on CCG assurance and performance based on the latest published data. The May position was shown for elective care and a July 'snapshot' in time for urgent care. Also attached was a CCG NHS Consultation scorecard showing the CCG performance across that indicator set.

The Single Commissioning Board was advised that performance issues remained around waiting times in diagnostics and the A & E performance. The number of patients still waiting for planned treatment 18 weeks and over continued to decrease and the risk to delivery of incomplete standard and zero 52 week wait was being reduced.

It was noted that cancer standards were achieved in May and endoscopy was still the key challenge in diagnostics particularly at Central Manchester.

It was explained that A & E standards were failed at Tameside Hospital Foundation Trust and ambulance response times were not met at a local or at North West level.

The assurance framework for 2016/17 had been published nationally however, the framework from Greater Manchester Devolution was awaited.

In noting that Tameside was currently the third best performer across the GM Trusts reported through Utilisation Management, Board members discussed that the standard had not been achieved during June and up to 10 July 2016. Particular concerns were raised with regard to the hospital discharge process and it was explained that a number of Social Workers had recently been recruited and Senior Managers based at the Hospital were now assisting with the discharge process. However, it was further explained that there were real pressures in the system in respect of care home beds and that a meeting with home care providers had been arranged for 11 August 2016.

RESOLVED

- (i) That the 2016/17 CCG Assurance position be noted; and**
- (ii) That the current levels of performance be noted.**

49. STRATEGIC ESTATES PLAN – UPDATE ON PROGRESS

Consideration was given to a report of the Director of Commissioning, which provided a summary of progress towards an agreed Strategic Estates Plan for Tameside and Glossop. The latest version of the Strategic Estates Plan was appended to the report.

It was reported that Tameside and Glossop had developed a growing reputation as an innovative locality in relation to development of their estate within the Greater Manchester economy.

Work was ongoing across the five neighbourhoods of Glossop, Ashton (North), Hyde (South), Denton (West) and Stalybridge (East), gathering information on the supply of our current estate and mapping this onto the SHAPE database and a number of opportunities had been identified within each neighbourhood. Transformation funding had been secured to continue this enabling work and further bids had been made for One Public Estate monies and Estates and Technology Transformation Funds for four key projects across three localities.

It was explained that each neighbourhood would have a Hub where the integrated care model could be developed offering an extended range of health and social care together with added value services from the voluntary sector, police, DWP and other agencies. The Hub in each area would look slightly different depending on the available estate and the opportunities that presented themselves at present.

Neighbourhood opportunities for each area were outlined in the report and discussed by Board members.

The report concluded by explaining that this was an exciting time within Tameside and Glossop with a firm commitment from all stakeholders to work collaboratively. The growing reputation at GM level of the work undertaken had provided investment ready status with only two other localities – Stockport and Salford. The SEG Chair would be reporting to the Programme Board with a full capital ask for the developments outlined in the report and all possible routes to procurement would be explored.

RESOLVED

That the content of the report be noted.

50. DISABLED FACILITIES GRANT DELIVERY CONSIDERATIONS

The Assistant Executive Director, (Development, Growth and Investment), submitted a report describing the current service for providing adaptations for people with disabilities through the Disabled Facilities Grant (DFG) and other revenue streams by the Housing Adaptations Team.

It was explained that the provision of adaptations was likely to be integrated into the Integrated Care Organisation, however, as a result of a 65% increase in Disabled Facilities Grant for 2016/17

compared to 2015/16, the report also noted measures to be implemented to ensure continued service delivery whilst discussions continued.

A number of proposals as part of a raft of changes to increase the number of adaptations delivered on time and at reduced cost were set out in the report as follows:

- Restoring the statutory upper level of £1,000 for Minor Adaptations;
- Remove the requirement for social housing tenants to be subject to a means related test; and
- Use of Disabled Facilities Grant in the 'Urgent' Criteria without referral for a means related test.

A draft Equalities Impact Assessment was appended to the report and an updated version was circulated immediately prior to the meeting. This covered the impacts of the policy change, and it would continue to operate alongside the implementation and changes to analyse and monitor the position to ensure the Council reduced health inequalities and there were no protected characteristics which suffered an unexpected detriment.

RESOLVED

- (i) That the restoration of the statutory upper level of £1,000 for minor adaptations to bring it back in line with the national statutory limit before an application for a DFG is required, be approved;**
- (ii) That the removal of the requirement for social housing tenants to be subjected to a means related test for any proposed adaptations and make use of a new shorter application form to perform a reduced number of checks to ensure eligibility and for audit purposes, be approved; and**
- (iii) That the use of Disabled Facilities Grant in the 'urgent' criteria without referral for a means related test, be approved.**

51. LEARNING DISABILITY DAY SERVICE REVIEW – PERMISSION TO CONSULT

Consideration was given to a report of the Interim Assistant Executive Director (Adults), explaining that Learning Disability Day Services were provided across a wide range of provider organisations. Provision to individuals with more complex needs had been retained by the internally provided council service. The review was driven by a need to achieve further savings from this area of operations which may require a reduction in capacity to achieve efficiencies. Current predicted demand for these services over the forthcoming years was set to increase significantly so it was necessary to understand the nature of this demand and current and future capacity in the wider context of the review.

The report sought permission to consult with people who use services, carers and key stakeholders including the market to establish current and future demand and capacity to future proof services and mitigate any increased future costs.

The consultation method was outlined in the report and copies of information/letters/questionnaire to be circulated to service users and their carers were appended to the report.

A number of risks had been identified a result of undertaking the review, which were outlined in the report. To try and further mitigate some of the risks, day services would ensure that service users and carers were fully informed about the service options and available support from Adult Social Care should they be able to move to community provision. The services would offer taster sessions and 'try it' days as part of the planning live consultation. A full Equality Impact Assessment would be completed following consultation to inform future recommendations.

The report concluded by explaining that the Council faced significant budgetary challenges over the coming years and therefore needed to diversify the service delivery market by looking at new

and innovative approaches to deliver services whilst reducing cost of provision significantly. The Council had further significant savings to make over the forthcoming years so reviews of services were constantly being undertaken to mitigate the impact of the financial reductions.

Learning Disability Day Services supported some of the most vulnerable citizens across the Borough living at home with carers so this provision was an essential part of their day time respite in terms of supporting families and carers to have balanced lives, and enabled some very complex individuals to live at home. Alternative options would be to provide 24 hour care at a significantly higher cost than the provision of day time activities.

The Council further needed to ensure it considered the needs of young people coming through transition with current 5 year projections being 59 young people transitioning from Children's to Adult Services. Not all of these individuals would require complex service provision, however, current capacity would be unable to cope with small increases in demand and should a day centre base close capacity would be significantly reduced and possibly unable to meet demand. The market in some areas would also be unable to meet increased demand as current demand exceeded capacity. It was necessary to expand the current offer being made available by other providers if current and future eligible needs were to be met.

As part of the process, it was necessary to consider post 16 education provision and demand for 5 day service offers as part of investment in the development of alternative services that could assist in making significant savings within Education while supporting families and carers to support individuals to remain living at home.

It was important that the service communicated and consulted with customers regarding these changes and where appropriate, offer support to individuals to fully understand the implications of the proposals, their impact on the individual and their family and the commitment to delivering services differently. The service would fully include the sector in these discussions to assist in consultation and to contribute to future planning. Fundamentally a considered approach to this issue was essential to ensure problems were not created in the short to medium term in terms of capacity to meet future need, demand and capacity for general and complex service provision.

RESOVLED

- (i) That approval be given to enter into consultation with the 84 day service customers and their carers who currently access day service provision from the council's internally provided learning disability day services to establish current and future needs and aspirations;**
- (ii) That approval be given to enter discussions with other day service providers, children's services and education to establish what they offer including current and future plans and capacity; and**
- (iii) That approval be given to enter into consultation with potential customers coming through transition (21 young people in the next two years with a rise to 59 young people over the next 5 years) and their carers and the wider public to ensure that future needs and demand is planned for appropriately.**

52. ELIGIBLE NEEDS BASED ALLOCATION SYSTEM FOR ADULTS IN RECEIPT OF PLANNED RESPITE CARE

A report was submitted the Interim Assistant Executive Director (Adults), which explained the need to continue with the provision of a planned respite/short stay service to meet the eligible needs of individual service users and provide essential breaks for carers to support their ongoing caring role. It was explained that the health economy faced significant budgetary challenges over the coming years and therefore needed to ensure that services were delivered in a fairer and equitable way by ensuring the allocation of respite/short stay was provided in the most cost effective way.

It was reported that the current spend for planned respite was £186,323 per annum based on an enhanced residential EMI placement. This did not take into account any placements that were part Continuing Health Care/part Council funded. There were currently 39 residential and nursing homes on the Council's on/off framework, any of which an individual may access for their planned respite/short stay nights.

The Council currently had criteria for the allocation of planned respite/short stay for Adults with a Learning Disability. This was introduced in 2012 following a Key Decision. The allocation criteria had a set maximum number of nights or equivalent and formed part of the users' personal budget. Users could choose to take their personal budget as a Direct Payment and arrange their care and support form wherever they chose. There were instances when an individual would receive more than the maximum allocation, should exceptional circumstances be determined.

The Council did not currently have criteria for the allocation of an individuals planned respite/short stay allocation for all other Adults 18+. This resulted in a system of allocation that did not deliver a fair and equitable service across all residents of Tameside and gave little control of costs as there was currently no ceiling on the number of nights that could be allocated. Without eligibility criteria, the level of provision could not be aligned to the level of need as detailed in the Care Act 2014 as explained in the report.

Board members were informed of three main options moving forward with the service redesign project as follows:

- Close the service down;
- Continue with existing service and uncontrollable spend; or
- Introduce a fair and equitable cost effective provision that aligned with other adults receiving planned respite/short stay.

It was explained that a needs based allocation system for respite was first introduced in 2003 for all adults with a learning disability to be able to fully capture the level of need of individuals and carers to ensure fair and equitable allocation of respite nights. The allocation was based on an annual assessment of respite needs determined by bandings of low, medium and high needs. The allocation had a ceiling of 21 maximum respite nights per year. From 2011 a full comprehensive reassessment of need for all services was implemented across Adults Services, improving the quality of assessment and focused on achieving outcomes rather than demand. This identified that the implementation of the criteria and allocation required reviewing due to the continued perception of inequity. The revised eligible needs based allocation system was approved via a Key Decision on 27 March 2013 and implemented fully since this date.

The proposed revised needs based allocation system scored applications on a points system resulting in needs being assessed as high, medium or low with the maximum number of nights at 21 per annum. The implementation of the revised allocation system would have an impact for many of those who currently received over a maximum of 21 nights. It was noted that whilst the 21 nights was in principle a ceiling, it was recognised that there would be exceptional cases where it was appropriate to provide more support.

Members were further informed that consultation on the recommended model was launched via the Council's Big conversation website and also letters were sent to all service users of planned respite and their families. The consultation focused on the introduction of an eligible need based system allocation of planned respite with a maximum number of 21 allocated nights. A total of 12 responses were received by the Council, details of which were appended to the report.

Although the response was limited, the general consensus was one of recognising the important role that respite care played allowing users and carers to remain at home. Nearly all the respondents commented that if respite wasn't available that they would have to consider longer term care solutions.

A risk appraisal had been undertaken to ensure that risks, their consequences and impact were considered. Details of risk considerations were set out in the report.

The report concluded by explaining that the Care Act required the council to provide services that met assessed eligible needs. Planned Respite care was a service that allowed users and their families to have a break from each other in order to allow users to remain at home being cared for by their families for as long as possible.

Consultation with the public and more specifically, with users and carers of planned respite had clearly identified the importance of providing a respite service and the impact on carer's ability to continue if it was felt necessary to stop providing the service.

Discussion ensued with regard to the above and the impact on users and carers and the need to manage the situation carefully to ensure that breakdown of care did not occur.

In answer to a query from Board members, the Interim Assistant Executive Director explained that this system would not impact on emergency respite and applied to planned periods of respite only.

RESOLVED

That approval be given to introduce eligible needs based system for the allocation of planned respite with a maximum allocation of 21 nights per annum effective from 1 October 2016. This would bring all adults in line with the system currently operated for adults with learning disabilities.

At this juncture, Councillor Cooney, having declared a prejudicial interest as a member of the Board of Directors of New Charter Housing Trust, left the room during consideration of the item below and took no part in the voting or discussions thereon.

53. EXTENSION OF CONTRACT WITH NEW CHARTER FOR BRIDGES SERVICE

Consideration was given to a report of the Executive Director (People), requesting approval of the financial arrangements to enable an extension of a contract with New Charter Housing Trust for the provision of The Domestic Abuse, Drug and Alcohol Service (known as Bridges).

It was explained that the contract commenced on 1 October 2013 and ran until 30 September 2016, with provision within the contract for the option to extend up to 30 September 2018.

It was further explained that the contract had been very successful in achieving its aim to increase awareness of domestic abuse and its core objective of providing support at both preventative and intensive intervention levels. The extension would allow Tameside victims of domestic abuse to continue to benefit from the service.

Demand for the service continued to increase. Greater Manchester Police (GMP) data on the prevalence of domestic abuse in Tameside showed an increase of 30% in 2014/15 when compared with the previous 12 months. An analysis of GMP data of domestic abuse incidents in Tameside by risk showed an increase in medium risk incidents in 2014/15. The trend for incidents assessed as 'high risk' was increasing above and beyond that for other risk types. These incidents increased by 27% in 2014/15 when compared with 2011/12.

It was explained that an extension of the contract would enable the Council and its partners to continue to address pressing issues around increased demand for this service and to improve services for children and young people who were linked to domestic abuse either as victims or perpetrators.

In respect of risks, Board members were informed that the biggest risk to the Council was ceasing the only service which was providing extensive integrated provision throughout the population of the Borough to victims, children, families and communities.

The report concluded that the current contractual arrangements had enabled the delivery of an effective service that both achieved good value and had realised significant outcomes in the early intervention and prevention of domestic abuse as well as dealing with the effects of domestic abuse as it occurred at every level.

The waiver would enable the service to continue to embed and expand this work significantly to support victims, children and young people who were both or either victims or perpetrators of domestic abuse and their communities. This would affect current and future generations of Tameside's population to deal with this subject differently understanding acceptable behaviour and growing respectful relationships.

The extent of the work being provided, alongside the integration with major partners in Tameside detailing the number of clients and families seen, evidenced the clear necessity to continue with such vital provision.

RESOLVED

That the continuation of financial resources to enable the extension of the contract for the provision of The Domestic Abuse, Drug and Alcohol Service to 30 September 2018, be approved.

54. TENDER FOR SUPPORTED ACCOMMODATION FOR PEOPLE WITH A LEARNING DISABILITY LIVING IN THEIR OWN HOME – INTENSIVE SUPPORT SERVICE

A report was submitted by the Director of Commissioning seeking authorisation for the re-commissioning of an intensive support service for people with a learning disability. The current contract was due to end on 31 March 2017. An indicative first year budget of £850,000 was proposed.

It was explained that the key aims and objectives of the service had been to empower service users to manage their lives in a manner that allowed them to achieve fulfilling and meaningful outcomes with a positive sense of belonging in their communities.

It was further explained that the service proposal would continue to deliver these outcomes with an increased emphasis on promoting independence pathways for individuals and ensuring there was an opportunity to move on. This would be achieved through the provider delivering person centred approaches and working in a multi-disciplinary way with key partners including care management and forensic nursing teams.

It was reported that alternatives had been considered through the planning group of the Single Commissioning Team and consideration to the Equalities Impact Assessment which was detailed in the report. Alternatives considered had included the use of personal budgets for individuals to directly purchase their own services. This in itself posed some issues in that individuals within a property may choose to purchase their support from different providers which then had the potential not to deliver the levels of 24 hour support that may be required.

It was concluded that this was an established service which met the needs of those who received support, therefore it was felt appropriate to re-tender this service. The decision to move forward with a restricted tender exercise had been driven by the vulnerable group supported through this contract and implications for more expensive residential care should this service not continue.

RESOLVED

That approval be granted for the proposed re-tender of the service provision.

55. PROVISION OF PERSONALISED EXTRA CARE SUPPORT FOR PEOPLE WITH A PHYSICAL AND SENSORY DISABILITY AGES 18-55 (LOMAS COURT)

The Director of Commissioning submitted a report seeking authorisation for the re-commissioning of extra care support to twenty people with physical and/or sensory disabilities. The current contract was due to end on 31 March 2017. An indicative first year budget of £164,000 was proposed to purchase 200 hours of 'background' support and seven sleep-in's per week.

It was explained that consultation with the tenants at Lomas Court had taken place in April 2016 to establish how best to commission support. Tenants indicated the need for a continuation of 24 hour support within the scheme. Given the needs of the people who lived at Lomas Court, the option to cease the service had been ruled out of considerations. Failure to provide the service could put tenants at risk and may increase the numbers who entered residential care due to a breakdown in their care and support at home.

RESOLVED

That approval be granted for the proposed market testing and re-tender of the service provision.

56. CONTROL OF PHARMACY MANAGED REPEAT SYSTEMS

Consideration was given to a report of the Director of Commissioning setting out a policy for practices to use to control community pharmacy managed repeat activity.

It was reported that, with patient written consent, pharmacies were allowed to order prescriptions on their behalf as well as collect these from the GP and dispense and deliver them to the patient's home. These services were not NHS contracted services but entered into voluntarily by pharmacies for their commercial benefit. It could be a very helpful service in the case of elderly, housebound patients who have little social support. Pharmacies compete to sign patients up to their managed repeat service some of them having hundreds of patients signed up and their repeat slips retained at the pharmacy. This applied whether the scripts were processed as paper scripts or electronically.

Repeat prescribing enabled patients to obtain further supplies of medicines without routinely seeing the prescriber, thereby reducing unnecessary consultations. It was estimated that in some cases, 50% of ordering of repeats was carried out by pharmacies on behalf of patients.

The majority of pharmacists endeavoured to give a safe and high quality service to patients, however, there had been increasing instances of pharmacies ordering inappropriately or unnecessarily, which generated waste and could cause patient safety issues.

It was explained that the CCG had received numerous complaints from practices about these schemes, including instances where pharmacies had ordered repeat medication for:

- Deceased patients;
- Patients who were in hospital;
- Patients who had been discharged from hospital on new medication regimes but their pharmacy had ordered discontinued medicines;
- Patients who medication had recently been changed by their GP but their pharmacy had ordered discontinued medicines;
- Patients who already had sufficient supplies of medication.

Whilst Tameside & Glossop CCG acknowledged that repeat prescription ordering could be beneficial to some patients who had little social support and struggled to cope themselves, wherever possible, patients should be encouraged to take responsibility for the ordering of their own repeat prescription as this encouraged patients to be independent and in control of their medicines.

The standards that should be applied to managed repeat systems were set out in the report. It was added that they had been drawn up to ensure patient safety and prevent waste of NHS resources through ordering of unwanted and unneeded items. To this end, any pharmacy offering a prescription service should do so in compliance with the General Pharmaceutical Council (GPhC), standards of conduct, ethics and performance (July 2012).

Discussion ensued with regard to the above and the recommended options for Practices outlined in the report and Board members sought clarification in respect of monitoring arrangements, for whichever option practices chose. The Director of Commissioning explained that technicians could run reports in order to ensure that whichever option chosen by the Practice was successful in addressing the issues raised.

RESOLVED

- (i) **That practices choose one of the following approaches to take regarding pharmacy ordering of repeat prescriptions:**

Either

Continue as current practice, insisting on best practice from pharmacies in order to accept their ordering of repeats but instigate the 'three (or less if desired) strikes method which had been used by HMR. This involves working in conjunction with the LPC such that when within a 3 month period three (or less if decided upon) examples of poor practice are detected the pharmacy is temporarily suspended from ordering with the surgery. The pharmacy has to contact any patients that it has to order for and help them make alternative arrangements to order their medicines. Working with the CCG and LPC the pharmacy can, after it has investigated the incidents including reviewing SOPs and reported how it will avoid making the same error again be reinstated allowing to order once again. Further contraventions would result in permanent suspension.

Or

In the main, pharmacies are not allowed to order for patients. Patient or carer self-ordering will be promoted. Repeat orders from pharmacies are only to be accepted for those patients who are not capable of or do not have sufficient support to order their prescriptions themselves (once these have been identified).

- (ii) **That Practices be urged to choose and implement one of the above options as a matter of the utmost priority.**

57. OVER 75s REVIEW PAPER

The Director of Commissioning submitted a report, which explained that the National Operating Framework 2014/15 outlined, as part of its plans for a modern model of integrated care, a request to ensure that the NHS provided tailored care for vulnerable and older people. The CCG allocated £1.2 million recurrent funding (£600K) pro rate for 2014/15) to invest in General Practice to deliver this. This equated to £5 per registered patient. Practices were required to meet the outcomes outlined in both the Better Care Fund (BCF) and the Care Together Programme. Whilst the funding was provided by the CCG, it sat jointly with TMBC in the pooled budget element of the Integrated Commissioning Fund.

It was reported that, although, as part of BCF this was a national initiative there was no standard template for how this should be delivered beyond adhering to the BCF framework. The CCG adopted a process and practices were invited to submit a business case to be considered at PIQ, regarding the care of over 75's, which would meet the aims of the Better Care Fund and Care Together Programme.

It was explained that the purpose of the report was as follows:

- To present an evaluation of the process, which had been in place since the introduction of the over 75 schemes. The aim was to investigate whether the current way of working provided a robust and equitable system to evaluate the bids;
- To summarise the schemes, present themes, examples of good practice and identify lessons learnt and to identify where schemes already align with the Integrated Neighbourhood Team model; and
- To reconfirm the approach for 2017/18.

The report concluded that clarity on the position for 2017/18, and beyond was required. The funding formed part of the CCG's recurrent allocation, however confirmation was needed as to whether it was available for 2017/18. If funding was agreed as available the approach in terms of future schemes was also to be agreed, recognising the neighbourhood model being adopted across the locality.

It was recommended that the proposed approach include:

- Start the process sooner for schemes to be considered for 2017/18 to ensure a go live of 1 April 2017 could be achieved;
- Same start and end time where possible to maximise the period schemes were in place and therefore maximise the potential impact;
- Neighbourhood bids only; take the best from previous individual schemes and include this. (as per the agreement from the paper Primary Care transformation and new models of care update, presented and agreed at April PRG);
- Be clear about the strategic aims the bids need to address;
- Have a rating process, similar to that which might be used when interviewing staff, to give PRG members to use whilst bids are being presented; part of this should be to match up the scheme outcomes to the BCF;
- Finance to provide a value for money analysis, comparative data, to allow for benchmarking and comparisons to be drawn between schemes during the consideration and approval of bids;
- Increase the emphasis for bids to demonstrate activity levels for previous years, where they are continuation of existing scheme, to show where criteria had been met, e.g. reduced A&E admissions;
- Recommend use of clinical system template and read codes where possible;
- Alignment with Integrated Neighbourhood Model would be encouraged, however PRG may wish to consider innovative projects which would enhance the existing Integrated Neighbourhood model proposition; and
- The CCG would serve notice during 2016/17 on any scheme not meeting the criteria referred to above.

RESOLVED

- (i) That Board members are reassured that the direction of existing schemes align to the Integrated Neighbourhood model;**
- (ii) That the process for developing and assessing proposals be refined as outlined in the report; and**
- (iii) That the intention for 2017/18 in terms of recurrent financial resource with an approach for 5 neighbourhood schemes, serving notice on existing sub neighbourhood/individual practice schemes, be agreed.**

58. DIRECTED ENHANCED SERVICES

Consideration was given to a report of the Director of Commissioning, which considered how the existing Directed Enhanced Services aligned with the Care Together programme and the developing model of care, and put forward proposals for the management of the Directed Enhanced Services in 2016/17 and 2017/18 from a contractual perspective.

It was explained that Enhanced services were currently commissioned through each of the primary medical care contracting vehicles (GMS, PMS, APMS) and could be commissioned from a range of other service providers (e.g. Community Pharmacies). They currently comprised of:

- Local Enhanced Services; and
- Directed Enhanced Services.

The 'Primary Care Actions and Update' paper received by PRG in April set out the aim of moving toward one contract and therefore one claim per practice for enhanced services, with neighbourhood contracts by the end of 2016/17. Under delegated commissioning, the CCG could offer an alternative scheme as well as the Directed Enhanced Services as long as the local scheme had the national requirements as a minimum. The challenges involved in meeting this were outlined in the report.

Details were also given in respect of the current position and options available on avoiding unplanned admissions.

The report concluded that, in respect of Directed Enhanced Services, the proposed approach was to continue to support the offer of the package of Directed Enhanced Services across Tameside & Glossop, aligning with the commissioning priorities of the Single Commission, encouraging optimum uptake by member practices and therefore ensuring the optimum investment in primary care locally was secured.

With regard to Avoiding Unplanned Admissions Directed Enhanced Services, the national service specification was in line with the approach to Integrated Neighbourhoods therefore did not need to be reviewed or amended. However, practices had not, to date, been supported with the delivery or to engage with partner organisations in its delivery. This could be remedied within the current specification without the complication of designing a local scheme. In doing so, the issue of the reporting and auditing could be addressed, to ensure that this was robust and supported our integrated working.

RESOLVED

- (i) **That in respect of Avoiding Unplanned Admissions Directed Enhanced Services the current procedure be continued, but to implement the Integrated Neighbourhood alignment recommendations (as detailed in Appendix 2 to the report), as soon as possible and at the latest by Autumn 2016;**
- (ii) **That in respect of the wider Directed Enhanced Service portfolio this be aligned with the appropriate commissioning intentions within the Care Together Programme, to be completed by September 2016 to enable inclusion in the commissioning intentions for 2017/18;**
- (iii) **That in respect of contracting and Performance Management develop and implement plans for Neighbourhood Directed Enhanced Services contracts in readiness for the 2017/18 commissioning intentions and contracting process; and**
- (iv) **The Practices' comments (as detailed in Appendix 1 to the report), be taken into account in implementing the recommendations.**

59. URGENT ITEMS

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

60. DATE OF NEXT MEETING

It was noted that the next meeting of the Single Commissioning Board would take place on 6 September 2016 commencing at 2.30 pm at New Century House, Denton.

CHAIR

ENFORCEMENT CO-ORDINATION PANEL

27 July 2016

Commenced: 2.00 pm

Terminated: 3.20 pm

Present: Councillor S Quinn (Chair)

Councillors Middleton, Robinson and Sweeton

In Attendance: Aileen Johnson Head of Legal Services

Alan Jackson Head of Environmental Services (Highways)

Sharon Smith Head of Environmental Services (Public Protection)

Jason Dugdale Development Manager (Planning, Development and Investment)

Kevin Garside Integrated Neighbourhood Services Manager

John Gregory Licensing Manager

Apologies for Councillors Bowerman, D Lane and Taylor

Absence:

1. DECLARATIONS OF INTEREST

There were no declarations of interest submitted at this meeting.

2. MINUTES

The Minutes of the meeting held on 3 February 2016 were approved as a correct record.

3. ENFORCEMENT ACTIVITIES

(a) Planning

The Panel received a report of the Assistant Executive Director (Development, Growth and Investment) advising that the first quarter April to June 2016 showed that 104 complaints were received alleging breach of planning and building control, of which 66 were found to be proved as breaches. This represented a level of breaches of 63% meaning that nearly two thirds of the complaints received required further investigation and possibly further action. The level of breaches had decreased slightly from the fourth quarter but the number of complaints received had increased significantly by an additional 38.

During the reporting period, 5 formal notices were issued. This included 2 Planning Contravention notices and 3 Section 215 (Untidy Land) notices. The Planning Contravention notices related to a former church building in Denton where the owners had carried out building / engineering operations at the side of the building and a residential property in Dukinfield where the owners are carrying out a vehicle repair business.

The Section 215 notices related to 2 properties in Denton and one in Ashton-under-Lyne which were all untidy residential properties. Further information of the enforcement action and default works undertaken at the properties in Denton was detailed in the report including photographs showing the front and rear garden areas before and after the intervention of Planning and Building Control enforcement.

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

In conclusion, the Development Manager reported on the outcome of a recent successful prosecution. Following an incident in December 2015 where a roof fitted on a parade of shops had blown off and landed on a number of cars, it had been established by Enforcement Officer that the builder had not applied for the appropriate building regulations approval. The Development Manager extended his gratitude to the work undertaken by the Legal Services Team in bringing this successful prosecution. In addition, the Development Manager intended to share the details of this prosecution at a forthcoming meeting of the Greater Manchester Development Manager's Group. Further details on this matter would be included in his report at the next meeting.

RESOLVED

That the report be noted.

(b) Environmental Enforcement

Consideration was given to a report of the Assistant Executive Director (Environmental Services) summarising the key enforcement activity undertaken by the Environmental Enforcement Team during the period 1 January to 30 June 2016.

In particular, members were updated regarding the travel agent specialising in arranging religious pilgrimages who had recently been sentenced for causing customers to lose hundreds of thousands of pounds. The Council had taken action against the travel agent after receiving more than 40 complaints after pilgrims had been advised only days before they were due to travel that they had not been allocated a visa and were unable to depart. It was estimated that the pilgrims involved in this case had lost in excess of £600,000 although this figure could increase as more victims were coming forward. Members thanked the Council's Legal Services Team and those involved in investigating this company and that victims could now seek recompense.

Following a joint enforcement day, fire officers discovered that people were sleeping in a rear ground floor room of a commercial premise being used as a Nail Bar where highly flammable products were being stored adjacent to and under the bed. A Prohibition Notice was served and further visits would be carried out to check for compliance with Health and Safety legislation.

Members discussed the increase in the number of Nail Bars nationally and as part of a campaign on modern slavery, investigations into some of the industries where this flourished. The Head of Environmental Services outlined the approach adopted by the Council and its partners to prevent this crime and would include details in her report to the October meeting of the Panel.

The Head of Environmental Services also stated that work was being undertaken on street litter control and explained how Regulatory Compliance Officers were raising this with businesses to ensure they had the appropriate waste procedures in place. She would provide further details in her report at a forthcoming meeting.

In addition, the following matters were also highlighted and discussed:

- Summary of Improvement and Prohibition Notices served during this period;
- Air Quality Action Plan;
- Waste Enforcement Action visits;
- Food Safety Awards;
- Week of action with multi-agency partners;
- Statutory nuisance from burning waste;
- Update on Redmond Close, Audenshaw;
- Licensing – successful prosecution;
- Licensing Day of Action;
- Taxi Driver Training;

- Update on Private Hire Driver Appeal.

RESOLVED

That the content of the update report be noted.

(c) Engineering Services

The Environmental Services Manager (Highways) submitted a report detailing information on enforcement activities relating to abandoned vehicles, skips, scaffolding, pay and display car parking / on-street parking, bus lane enforcement, banner permits and private drainage and utility works.

In relation to abandoned vehicles it was explained that since the need for a tax disc to be displayed in vehicles had been abolished, the number of reports had increased, the majority of which were untaxed and had been reported to the DVLA. Additional information had been added during the quarter to the Council's web page to assist members of the public to report these direct to the DVLA.

The Council had investigated a report of four abandoned vehicles at Market Place, Broadbottom, where it was established that 2 were taxed and 2 were declared SORN on the public highway. The DVLA had subsequently arranged removal of the 2 vehicles which would require the owner having to pay £1,000 including removal and storage fees. The owner was adamant that the vehicles were not on the public highway and made complaints to both the DVLA and Tameside Council. However, both parties stood by the decision and to date no further action had been taken by the owner.

It was further reported that Tameside MBC had attended a trial in a tripping claim against the Council. A local resident alleged she tripped on a kerb edge which was higher than the adjacent kerbs and her contention was that the kerb represented an obvious danger to pedestrians and should have been identified for repair via the scheduled Risk Management inspections. After hearing all the evidence in the claim, the Judge ruled that the defect was not dangerous and did not represent an obvious, foreseeable danger to the road user. The judgement supported the inspector's decision not to identify the kerb for repair and vindicated Tameside MBC's policy on such defects.

The Head of Environmental Services also made reference to Traffic Penalty Tribunals and a new online system designed to reduce the amount of time officers spend in submitting the appropriate documentation to the Tribunal. The current cost of producing the documentation was approximately £200 per case and it was anticipated that this would reduce to £30. Further updates would be provided at future meetings.

RESOLVED

That the update report be noted.

(d) Neighbourhood Services

Consideration was given to a report of the Head of Stronger Communities containing an update on progress with the two Integrated Neighbourhood Hubs and outlining activities carried out by Neighbourhood Services over the period 1 January 2016 to 31 March 2016.

It was explained that on 9 May 2016 Neighbourhood Services Officers transferred into two Integrated Neighbourhood Hubs, one in Ashton Police Station and one in Hyde Police Station. These two buildings contained the necessary infrastructure for supporting the development of a partnership working arrangements that would concentrate on reducing demand on services by delivering earlier interventions for a range of anti-social behaviour, environmental and vulnerability issues. Daily casework meetings were currently supported by a range of organisations and

partners in the hubs agree a package of care to ensure the appropriate level of support is offered to the residents being engaged with.

Tameside MBC had recently taken part in a pilot initiative being promoted by the Office of the Police and Crime Commissioner and delivered by CAB offering enhanced legal and financial support to victims of crime with a particular focus on violent crime and domestic abuse.

In terms of community safety, reference was made to the following:

- Anti-social behaviour – during quarter 4 Neighbourhood Services received 3,402 reports, a decrease of 188 reports on the corresponding quarter of last year, representing a reduction of 5%.
- Restorative Justice – this initiative was now being rolled out to schools across Tameside to embed the values of Restorative Justice at an early age.
- Safe Spaces – ensuring that residents had easy access to reporting centres was key to delivering earlier, effective interventions and the Council would be rebranding 7 reporting centres as Safe Spaces and providing training to members of staff.

Community engagement was an essential element of the work Neighbourhood Services carried out to reduce pressure on front line services and to promote a cleaner environment. Earlier in the year staff received a request from a resident of Brighton Grove, Hyde, who was experiencing difficulties with fly tipping on communal land at the rear of the property. An alleygating scheme was completed in March 2016 and the area had remained clean. During the quarter a joint clean-up took place at Nelson Street, Hyde, where alley ways and rear yards were cleared of tons of accumulated waste. Photographs showing the two sites before and after the works undertaken were included in the report.

RESOLVED

That the content of the report be noted.

4. WASTE POLICY AND ENFORCEMENT STRATEGY

The Assistant Executive Director (Environmental Services) submitted an update report on the implementation of the Council's new Waste Policy and Enforcement Strategy.

It was explained that since the last meeting of the Enforcement Co-ordination Panel on 11 April 2016, significant changes had taken place within the Council's Neighbourhood Services and the waste enforcement functions had now been transferred to Environmental Services.

Members heard that as part of the next stage of implementation, attempts would be made to reduce demand on the service and utilise resources from elsewhere in the Council such as NSL staff and street cleansing staff. 23 NSL officers and 27 Tameside MBC officers had received training in gathering evidence for the issuing of waste related fixed penalty notices. Those officers who had received training and shadowed experienced enforcement officers were not in the process of receiving formal authorisation to carry out their enhanced roles. Authorisation cards had been drafted and approved and were currently in the process of being issued. A draft press release was appended to the report for approval.

A process had been agreed and implemented facilitating the centralisation and streamlining of the process for dealing with waste complaints via Symology. The improved use of Symology also allowed additional issues including street scene, public space and cleansing, to be centrally recorded and allocated to the appropriate department. Data from Symology and local intelligence had been used to create a map showing the hotspot areas for fly-tipping across Tameside. This data would be used to assist in planning future enforcement action to ensure resources were being used in the most appropriate areas where there were particular issues, for example, contaminated bins.

It was reported that a day of action had taken place in January 2016 in Ashton-under-Lyne aimed at tackling ongoing waste and littering issues and in March 2016 the focus for the day of action was the duty of care of businesses in disposing of their waste. The programme of planned days of action would continue throughout the year and Ward Councillors advised of the arrangements.

In addition, early reports from a trial of new in-cab technology for the drivers of bin collection vehicles indicated that the administrative burden involved in monitoring rounds had been significantly reduced and the technology would be rolled out to all 26 rounds over the next few months.

RESOLVED

- (i) That the content of the update report be noted.**
- (ii) That the press release be approved.**

5. URGENT ITEMS



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

6. DATE NEXT MEETING

It was noted that the next meeting of the Enforcement Co-ordination Panel would take place on Wednesday 26 October 2016 commencing at 10.30 am.

CHAIR

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Report To:	EXECUTIVE CABINET
Date:	31 August 2016
Executive Member/ Reporting Officer:	Councillor Kieran Quinn, Executive Leader Steven Pleasant, Chief Executive
Subject:	AGMA EXECUTIVE BOARD MEETINGS / GREATER MANCHESTER COMBINED AUTHORITY
Report Summary:	<p>To inform Members of the issues considered at the January and February meetings of the AGMA Executive Board and Greater Manchester Combined Authority meeting. Under the AGMA Constitution there are provisions to ensure that AGMA Executive deliberations and decisions are reported to the ten Greater Manchester Councils. In order to meet this requirement the minutes of AGMA Executive Board/Greater Manchester Combined Authority meetings are reported to Executive Cabinet on a regular basis. The minutes of the following meetings of the AGMA Executive Board and the Greater Manchester Combined Authority are appended for Members information:</p> <p>GM Combined Authority: 30 June and 29 July 2016 Joint Meeting of GM Combined Authority and AGMA Executive Board: 30 June and 29 July 2016</p> <p>Also appended to the report is a copy of the Greater Manchester Combined Authority and AGMA Executive Board Forward Plan of strategic decisions.</p>
Recommendations:	That Members note and comment on the appended minutes and forward plan.
Links to Community Strategy:	The Constitution and democratic framework provides an effective framework for implementing the Community Strategy.
Policy Implications:	In line with council policies.
Financial Implications: (Authorised by the Section 151 Officer)	There are no budgetary implications other than any specific references made in the AGMA Executive Board/Greater Manchester Combined Authority minutes.
Legal Implications: (Authorised by the Borough Solicitor)	Consideration of the AGMA Executive Board/Greater Manchester Combined Authority minutes helps meet the requirements of the AGMA Constitution and helps to keep Members informed on sub-regional issues and enables effective scrutiny. The matter relating to the airport is picked up as a separate report for consideration by members.
Risk Management:	There are no specific risks associated with consideration of the minutes.
Access to Information:	The background papers relating to this report can be inspected by contacting Robert Landon, Head of Democratic Services by:  phone: 0161 342 2146  e-mail: robert.landon@tameside.gov.uk

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DECISIONS AGREED AT THE ANNUAL MEETING OF THE ASSOCIATION OF GREATER MANCHESTER AUTHORITIES EXECUTIVE BOARD, HELD ON THURSDAY 30 JUNE 2016 AT GUARDSMAN TONY DOWNES HOUSE, DROYLSDEN

MEMBERS PRESENT-

GM INTERIM MAYOR	Tony Lloyd (in the Chair)
BOLTON COUNCIL	Councillor Cliff Morris
BURY COUNCIL	Councillor Rishi Shori
MANCHESTER CC	Councillor Sue Murphy
OLDHAM COUNCIL	Councillor Jean Stretton
ROCHDALE MBC	Councillor Richard Farnell
SALFORD CC	City Mayor Paul Dennett
STOCKPORT MBC	Councillor Alex Ganotis
TAMESIDE MBC	Councillor Kieran Quinn
TRAFFORD COUNCIL	Councillor Sean Anstee
WIGAN COUNCIL	Councillor Peter Smith

JOINT BOARDS AND OTHER MEMBERS IN ATTENDANCE

GMFRA	Councillor David Acton
GMWDA	Councillor Nigel Murphy
TfGMC	Councillor Andrew Fender

OFFICERS IN ATTENDANCE

Margaret Asquith	Bolton Council
Mike Owen	Bury Council
Howard Bernstein	Manchester CC
Carolyn Wilkins	Oldham Council
Steve Rumbelow	Rochdale MBC
Jim Taylor	Salford CC
Eamonn Boylan	Stockport MBC
Steven Pleasant	Tameside MBC
Joanne Hyde	Trafford Council
Donna Hall	Wigan Council
Peter O'Reilly	Chief Fire Officer, GM Fire & Rescue Service
Ian Hopkins	Chief Constable, GM Police
Jon Lamonte	Chief Executive, TfGM

Mark Hughes
Simon Nokes
Adam Allen

Clare Regan
Liz Treacy
Richard Paver
Andrew Lightfoot
Julie Connor
Sylvia Welsh
Paul Harris
Ross MacRae

Manchester Growth Company
New Economy
Office of the Police & Crime
Commissioner
Office of the GM Interim Mayor
GMCA Monitoring Officer
GMCA Treasurer
Deputy Head of the Paid Service
Head of GMIST
) Greater Manchester
) Integrated Support Team
GMCA Media Lead

41/16 APOLOGIES

An apology for absence was received and noted from Councillor Richard Leese. Members noted that Councillor Sue Murphy was in attendance as his substitute.

42/16 APPOINTMENT OF THE CHAIR OF THE EXECUTIVE BOARD

Pursuant to Section 10.2 of the AGMA Constitution, Donna Hall, AGMA Secretary, sought nominations for the appointment of Chair of the AGMA Executive Board for the 2016/17 Municipal Year.

A nomination for the appointment of Tony Lloyd, GM Interim Mayor was moved and seconded.

RESOLVED/-

To agree that Tony Lloyd, GM Interim Mayor be appointed as Chair of the AGMA Executive Board for the 2016/2017 municipal year.

GM Interim Mayor, Tony Lloyd In the Chair.

43/16 APPOINTMENT OF VICE CHAIRS OF THE EXECUTIVE BOARD

Pursuant to Section 10.3 of the AGMA Constitution members of the Chair sought nominations for the appointment of at least 2 but no more than 3 Vice Chairs AGMA Executive Board for the 2016/17 Municipal Year, with no one political group holding all the vice-chair positions on the Board.

Nominations for the appointment of Councillors Sean Anstee (Trafford) and Richard Leese (Manchester) were moved and seconded.

RESOLVED/-

To agree the appointments of Councillors Sean Anstee (Trafford) and Richard Leese (Manchester) as Vice Chairs of the AGMA Executive

44/16 CONSTITUTION

RESOLVED/-

To note the AGMA Constitution, as agreed by the Executive Board in November 2015

45/16 GREATER MANCHESTER APPOINTMENTS AND NOMINATIONS 2016/17

A report of Donna Hall, AGMA Secretary was presented which sought approval of Members to A) AGMA appointments and nominations received from the GM local authorities to Greater Manchester statutory bodies; and B) appointments to other AGMA outside bodies for 2016/17

Resolved/-

1. To note the appointments from local authorities to the AGMA Executive Board for 2016/17 as follows:-

District	Member	Substitute Member
GMCA	Tony Lloyd GM Interim Mayor	
Bolton	Cliff Morris (LAB)	Linda Thomas (LAB) Ebrahim Adia (LAB)
Bury	Rishi Shori (LAB)	Jane Lewis (LAB) Trevor Holt (LAB)
Manchester	Richard Leese (LAB)	Sue Murphy (LAB) Bernard Priest (LAB)
Oldham	Jean Stretton (LAB)	Abdul Jabbar (LAB) Barbara Brownridge (LAB)
Rochdale	Richard Farnell (LAB)	Allen Brett (LAB) Jacqui Beswick (LAB)
Salford	Paul Dennett (LAB)	John Merry (LAB) Paula Boshell (LAB)
Stockport	Alexander Ganotis (LAB)	Wendy Wild (LAB) Kate Butler (LAB)
Tameside	Kieran Quinn (LAB)	John Taylor (LAB) Jim Fitzpatrick (LAB)
Trafford	Sean Anstee (CON)	Alex Williams (CON) John Lamb (CON)
Wigan	Peter Smith (LAB)	David Molyneux (LAB) Christopher Ready (LAB)

2. To note the Associate Members of AGMA namely, GM Fire & Rescue Authority, GM Police & Crime Commissioner, GM Waste Disposal Authority and the GM Local Enterprise Partnership
3. To note the appointments from local authorities to the Police and Crime Panel for 2016/17 as follows:-

District	Member
Bolton	Cliff Morris (LAB)
Bury	Rishi Shori (LAB)
Manchester	Richard Leese (LAB)
Oldham	Jean Stretton (LAB)
Rochdale	Richard Farnell(LAB)
Salford	Paul Dennett (LAB)
Stockport	Alex Ganotis (LAB)
Tameside	Kieran Quinn (LAB)
Trafford	Sean Anstee (CON)
Wigan	Peter Smith (LAB)
Co-opted member	Diane Curry
Co-opted member	Maqsood Ahmad

4. To note the Police and Crime panel re-appointed the 2 co-opted members Diane Curry and Maqsood Ahmad to the Police and Crime Panel in 2015/16 a further 3 year term of office, to be reviewed in 2018/19.
5. To note the appointments from local authorities to the Police and Crime Steering Group (as detailed in the report) 2016/17 as follows:-

District	Member
Bolton	Derek Burrows (LAB)
Bury	Tamoor Tariq (LAB)
Manchester	Nigel Murphy (LAB)
Oldham	Barbara Brownridge (LAB)
Rochdale	Daalat Ali (LAB)
Salford	David Lancaster (LAB)
Stockport	Sheila Bailey (LAB)
Tameside	Joe Kitchen (LAB)
Trafford	John Lamb (CON)
Wigan	Kevin Anderson (LAB)

6. To approve the appointment of the GMCA Police and Crime portfolio holder, Tony Lloyd to the Police and Crime Steering Group 2016/17.

7. To note the appointments from local authorities to the GM Health Scrutiny Committee and their substitutes for 2016/17 as follows:-

District	Member	Substitute Member
Bolton	Champak Mistry (LAB)	Susan Howarth (LAB)
Bury	Annette McKay (LAB)	Vacancy
Manchester	Glynn Evans (LAB)	Vacancy
Oldham	Colin McLaren (LAB)	Elaine Garry (LAB)
Rochdale	Sara Rowbotham (LAB)	Vacancy
Salford	Margaret Morris (LAB)	Vacancy
Stockport	Laura Booth (LIB DEM)	John Taylor (LAB)
Tameside	Gill Peet (LAB)	Vacancy
Trafford	Patricia Young (CON)	Angela Bruer-Morris (CON)
Wigan	John O'Brien (LAB)	Nigel Ash (LAB)

8. To agree that the GM Health and Wellbeing Board is no longer required due to the newly established Health and Social Care governance structures and should therefore be disbanded.
9. To note the appointment of the GM Interim Mayor to the Greater Manchester Reform Board.
10. To approve the appointment of 9 Members, nominated by the local authorities to the Greater Manchester Reform Committee for 2016/17 and note the current Rochdale vacancy, as follows:-

District	Member
Bolton	Ebrahim Adia (LAB)
Bury	Rishi Shori (LAB)
Manchester	Sue Murphy (LAB)
Oldham	Barbara Brownridge (LAB)
Rochdale	To Be Advised
Salford	John Merry (LAB)
Stockport	David Sedgewick (LAB)
Tameside	Jim Fitzpatrick (LAB)
Trafford	Sean Anstee (CON)
Wigan	Terry Halliwell (LAB)

11. To agree the nominations by local authorities to the Statutory Functions Committee for 2016/17, as follows:-

District	Member	Substitute Member
Bolton	Madeline Murray (LAB)	Cliff Morris (LAB)
Bury	Judith Kelly (LAB)	Vacancy
Manchester	Bernard Stone (LAB)	Vacancy
Oldham	Graham Shuttleworth (LAB)	Steven Bashforth (LAB)
Rochdale	Janet Emsley (LAB)	Peter Williams (LAB)
Salford	Ann Marie Humphreys (LAB)	Jane Hamilton (LAB)
Stockport	Tom McGee (LAB)	Wendy Wild (LAB)
Tameside	Jackie Lane (LAB)	Vacancy
Trafford	Bernard Sharp (CON)	Dylan Butt (CON)
Wigan	Paul Kenny (LAB)	Bill Clarke (LAB)

12. To approve the appointment of 10 members, nominated by the local authorities to the GM Pensions Fund Management Panel 2016/17, as follows:-

District	Member
Bolton	Mike Francis (LAB)
Bury	Joan Grimshaw (LAB)
Manchester	Angeliki Stogia (LAB)
Oldham	Brian Ames (LAB)
Rochdale	Allen Brett (LAB)
Salford	Paul Wilson (LAB)
Stockport	John Pantall (LIB DEM)
Tameside	Kieran Quinn (LAB) (Chair)
Trafford	Alan Mitchell (CON)
Wigan	Terry Halliwell (LAB)

13. To agree to grant authority to the AGMA Secretary, in consultation with the Chair of the AGMA Executive, to determine appointments to the following bodies in 2016/17:-
- i. the Planning and Housing Commission.
 - ii. the Asylum Seekers Board.
 - iii. the Halle Board.
 - iv. the People's History Museum Board.
 - v. the Council of Governors for the Christie Hospital NHS Foundation Trust.

46/16 SCHEDULE OF MEETINGS

RESOLVED/-

To agree that meetings of the AGMA Executive Board will take place on the same day as the GMCA, as required, with the dates and venues being the same as those reported to the GMCA Meeting held earlier on the morning of 30 June 2016, as follows

Friday 29 July 2016	-	Bury
Friday 26 August 2016	-	Manchester
Friday 30 September 2016	-	Trafford
Friday 28 October 2016	-	Salford
Friday 25 November 2016	-	Oldham
Friday 16 December 2016	-	Bolton
Friday 27 January 2017	-	Wigan
Friday 24 February 2017	-	Rochdale
Friday 31 March 2017	-	GMPCC
Friday 28 April 2017	-	Stockport
Friday 26 May 2017	-	Tameside
Friday 30 June 2017	-	Bury

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DRAFT MINUTES OF THE DECISIONS AGREED AT THE ORDINARY MEETING OF THE ASSOCIATION OF GREATER MANCHESTER AUTHORITIES EXECUTIVE BOARD, HELD ON THURSDAY 30 JUNE 2016 AT GUARDSMAN TONY DOWNES HOUSE, DROYLSDEN

MEMBERS PRESENT-

GM INTERIM MAYOR	Tony Lloyd (in the Chair)
BOLTON COUNCIL	Councillor Cliff Morris
BURY COUNCIL	Councillor Rishi Shori
MANCHESTER CC	Councillor Sue Murphy
OLDHAM COUNCIL	Councillor Jean Stretton
ROCHDALE MBC	Councillor Richard Farnell
SALFORD CC	City Mayor Paul Dennett
STOCKPORT MBC	Councillor Alex Ganotis
TAMESIDE MBC	Councillor Kieran Quinn
TRAFFORD COUNCIL	Councillor Sean Anstee
WIGAN COUNCIL	Councillor Peter Smith

JOINT BOARDS AND OTHER MEMBERS IN ATTENDANCE

GMFRA	Councillor David Acton
GMWDA	Councillor Nigel Murphy
TfGMC	Councillor Andrew Fender

OFFICERS IN ATTENDANCE

Margaret Asquith	Bolton Council
Mike Owen	Bury Council
Howard Bernstein	Manchester CC
Carolyn Wilkins	Oldham Council
Steve Rumbelow	Rochdale MBC
Jim Taylor	Salford CC
Eamonn Boylan	Stockport MBC
Steven Pleasant	Tameside MBC
Joanne Hyde	Trafford Council
Donna Hall	Wigan Council
Peter O'Reilly	Chief Fire Officer, GM Fire & Rescue Service
Ian Hopkins	Chief Constable, GM Police

Jon Lamonte
Mark Hughes
Simon Nokes
Adam Allen

Clare Regan
Liz Treacy
Richard Paver
Andrew Lightfoot
Julie Connor
Sylvia Welsh
Paul Harris
Ross MacRae

Chief Executive, TfGM
Manchester Growth Company
New Economy
Office of the Police & Crime
Commissioner
Office of the GM Interim Mayor
GMCA Monitoring Officer
GMCA Treasurer
Deputy Head of the Paid Service
Head of GMIST
) Greater Manchester
) Integrated Support Team
GMCA Media Lead

47/16 APOLOGIES

An apology for absence was received and noted from Councillor Richard Leese. Members noted that Councillor Sue Murphy was in attendance as his substitute.

48/16 CHAIR'S ANNOUNCEMENTS AND URGENT BUSINESS

There were no announcements or items of urgent business made.

49/16 DECLARATIONS OF INTEREST

There were no declarations of interest made by any Member with regard to any item on the agenda.

50/16 MINUTES

The Minutes of the Joint GMCA and AGMA Executive Board meeting, held on 27 May 2016 were submitted.

RESOLVED/-

To approve the minutes of the meeting held on 27 May 2016 as a correct record.

51/16 FORWARD PLAN OF STRATEGIC DECISIONS

Consideration was given to a report which advised Members of those strategic decisions that were to be considered by the AGMA Executive over the upcoming four months.

RESOLVED/-

To note the Forward Plan of Strategic Decisions, as set out in the report.

52/16 AGMA REVENUE OUTTURN 2015/16

Councillor Kieran Quinn introduced a report which informed Members of the revenue outturn position for 2015/16 and to note the position on reserves.

RESOLVED/-

1. To note the revenue outturn position for 2015/16, as detailed in section 1 to the report, which is an underspend of £689,000 after contributions to earmarked reserves.
2. To approve the contribution of £11,954,000 to earmarked reserves as detailed in paragraphs 1.6, 1.7, 1.12 and 2.3 of the report, noting, in particular, the contribution of £1,894,000 to the earmarked reserve for the Business Rates Pool which is new from 2015/16.
3. To note the position on reserves as detailed in section 2.
4. To note that there is no longer a requirement for a separate external audit of the AGMA Annual Accounts from 2015/16.

53/16 GREATER MANCHESTER PUBLIC REFORM BUDGET

The GM Interim Mayor, Tony Lloyd introduced a report which provided an update on the expenditure from the GM Transformation Challenge (TCA) Award and Development Fund budgets. The report requests approval of further allocations from these funds to support the continued embedding of the GM Reform Principles.

RESOLVED/-

1. To note current commitments against these budgets during 2016/17, in line with previous decisions by AGMA to allocate funding to support GM devolution, implementation of locality based reform initiatives and the roll-out of GM-Connect.
2. To approve £150,000 from the Development Fund be allocated to support the embedding behaviour change in our reform work, inline with the reform principles previously approved by AGMA.
3. To approve a £500,000 contribution to support the work of Health Innovation Manchester, to be funded from the Development Fund and the TCA funding allocated to GM-Connect.
4. To approve £218,000 from the Development Fund to deliver the GM Growth and Inclusion Review.
5. To approve £218,000 from the Development Fund to support the development of the GM Life Chances Investment Fund that was agreed in the further March 2016 GM devolution agreement with Government.
6. To note the cost of £701,560 in relation to the development of Health and Social Care (H&SC) work (including support to localities in preparation of submissions to the H&SC Transformation Fund) as

detailed in paragraph 2.1(c) and approve the underwriting of £401,560 of this spend from the Transformation Challenge Award (TCA) budget, with the remaining £300,000 offset against the planned contribution to the H&SC Partnership budget. This funding will be reimbursed from the H&SC Transformation Fund once approved.

54/16 GREATER MANCHESTER BROWNFIELD LAND REGISTER PILOT

Eamonn Boylan, Portfolio Lead Chief Executive for Planning and Housing, presented a report which provided the AGMA Executive Board meeting with an update on the Brownfield Register Pilot being completed with funding support from the Department of Communities and Local Government.

RESOLVED/-

1. To note the report, particularly the Greater Manchester Brownfield Register Pilot Lessons set out in section 3 to the report and the methodology for creating and identifying sites at Appendix A to the report.
2. To agree to delegate authority to the Lead Chief Executive for Planning & Housing to approve the submission of the pilot register and key issues raised to DCLG.

55/16 GREATER MANCHESTER JOINS THE ROCKEFELLER FOUNDATION'S 100 RESILIENT CITIES NETWORK

Mike Owen, Portfolio Lead Executive for Civil Contingencies presented a report which provided an update to the AGMA Executive Board on the successful outcome of Greater Manchester's application to join the Rockefeller Foundation's 100 Resilient Cities Network.

RESOLVED/-

To note that Greater Manchester has been successful in joining the 100 Resilient Cities Network and will have access to resources along the following four pathways:

- a) financial and logistical guidance for establishing the position of Chief Resilience Officer.
- b) support to develop a resilience-building strategy.
- c) access to tools, service providers and partners from the private, public and non-profit sectors to implement the resilience strategy.
- d) access to the 100 Resilient Cities Network offering collaboration and learning with resilience experts worldwide.

**DECISIONS AGREED AT THE ANNUAL MEETING OF THE
GREATER MANCHESTER COMBINED AUTHORITY, HELD ON
THURSDAY 30 JUNE 2016 AT GUARDSMAN TONY DOWNES
HOUSE, DROYLSDEN**

MEMBERS PRESENT-

GM INTERIM MAYOR	Tony Lloyd (in the Chair)
BOLTON COUNCIL	Councillor Cliff Morris
BURY COUNCIL	Councillor Rishi Shori
MANCHESTER CC	Councillor Sue Murphy
OLDHAM COUNCIL	Councillor Jean Stretton
ROCHDALE MBC	Councillor Richard Farnell
SALFORD CC	City Mayor Paul Dennett
STOCKPORT MBC	Councillor Alex Ganotis
TAMESIDE MBC	Councillor Kieran Quinn
TRAFFORD COUNCIL	Councillor Sean Anstee
WIGAN COUNCIL	Councillor Peter Smith

JOINT BOARDS AND OTHER MEMBERS IN ATTENDANCE

GMFRA	Councillor David Acton
GMWDA	Councillor Nigel Murphy
TfGMC	Councillor Andrew Fender

OFFICERS IN ATTENDANCE

Margaret Asquith	Bolton Council
Mike Owen	Bury Council
Howard Bernstein	Manchester CC
Carolyn Wilkins	Oldham Council
Steve Rumbelow	Rochdale MBC
Jim Taylor	Salford CC
Eamonn Boylan	Stockport MBC
Steven Pleasant	Tameside MBC
Joanne Hyde	Trafford Council
Donna Hall	Wigan Council
Peter O'Reilly	Chief Fire Officer, GM Fire & Rescue Service
Ian Hopkins	Chief Constable, GM Police
Jon Lamonte	Chief Executive, TfGM

Mark Hughes
Simon Nokes
Adam Allen

Clare Regan
Liz Treacy
Richard Paver
Andrew Lightfoot
Julie Connor
Sylvia Welsh
Paul Harris
Ross MacRae

Manchester Growth Company
New Economy
Office of the Police & Crime
Commissioner
Office of the GM Interim Mayor
GMCA Monitoring Officer
GMCA Treasurer
Deputy Head of the Paid Service
Head of GMIST
) Greater Manchester
) Integrated Support Team
GMCA Media Lead

89/16 WELCOME AND APOLOGIES

Donna Hall, GMCA Secretary, extended a welcome to those present. An apology for absence was received and noted from Councillor Richard Leese and Members noted that Councillor Sue Murphy was attending as Councillor Leese's substitute.

90/16 APPOINTMENT OF CHAIR

The GMCA Secretary reported that pursuant to part 5A, section 4 of the GMCA Constitution, Members were required to note the appointment of the Greater Manchester Interim Mayor as the Chair of the GMCA.

RESOLVED/-

To note the appointment Tony Lloyd, Greater Manchester Interim Mayor, as the Chair of the Greater Manchester Combined Authority (GMCA) for 2016/17, as set out in part 5A, section 4 of the GMCA Constitution.

Tony Lloyd, GM Interim Mayor in the Chair

91/16 APPOINTMENT OF VICE CHAIRS

Pursuant to Part 5A, section 4 of the GMCA Constitution, the Chair sought nominations for the appointment of at least 2 but no more than 3 Vice Chairs of the GMCA for the 2016/17 municipal year, with no one political group holding all the vice-chair positions on the Combined Authority.

Nominations for the appointment of Councillors Sean Anstee (Trafford) and Richard Leese (Manchester) were moved and seconded.

RESOLVED/-

To agree the appointments of Councillors Sean Anstee (Trafford) and Richard Leese (Manchester) as Vice Chairs of the GMCA for 2016/17.

92/16 GMCA CONSTITUTION

RESOLVED/-

To note the GMCA Constitution.

93/16 GREATER MANCHESTER APPOINTMENTS AND NOMINATIONS 2016/17

A report of Donna Hall, GMCA Secretary, was presented which sought the approval of Members on the appointments and nominations of A) portfolio responsibilities for 2016/17; B) GMCA appointments and nominations received from the GM local authorities to Greater Manchester statutory bodies; C) nominations received from Greater Manchester local authorities for appointment to GMCA and AGMA bodies; and D) requests for GMCA appointments to other outside bodies for 2016/17.

RESOLVED/-

1. To approve the revised Portfolio areas of responsibilities for 2016/17 and to agree portfolio leads as follows :-

Portfolio	Leader
Health and Social Care	Peter Smith
Planning and Housing	Richard Farnell
Low Carbon, Waste and Environment	Paul Dennett
Investment and Finance	Kieran Quinn
Skills and Employment	Sean Anstee
Children's Services	Cliff Morris
Economic Strategy including Internationalisation and Marketing and Business Support	Richard Leese
Reform	Tony Lloyd
Police, Crime, Civil Contingencies and Fire	Rishi Shoril
Transport	Tony Lloyd
Fairness, Equalities and Cohesion	Jean Stretton
Culture, Arts and Leisure	Alex Ganotis
Criminal Justice	Tony Lloyd

2. To approve the following Deputy Portfolio members for 2016/17:-

Area	Deputies
Bolton	Linda Thomas Ebrahim Adia
Bury	Jane Lewis Jane Black
Manchester	Sue Murphy Afia Kamal
Oldham	Abdul Jabbar Barbara Brownridge
Rochdale	Aasim Rashid Donna Martin
Salford	Paula Boshell John Merry
Stockport	Mark Hunter Wendy Wild
Tameside	Brenda Warrington Lynn Travis
Trafford	Dylan Butt Linda Blackburn
Wigan	Jenny Bullen Jo Platt

3. To agree that the Interim Mayor will consult with Portfolio Leads and report back proposals for portfolio responsibilities for Deputies for agreement at the GMCA July.
4. To agree that Portfolio Leads and Chief Executive Portfolio Leads be requested to review their current respective portfolio brief and refresh in order to ensure that priorities going forward are captured. To also specify areas of responsibility for Deputy Portfolio Leads, for report back and agreement by the GMCA in July 2016.

5. To note the following appointments by local authorities to the Greater Manchester Combined Authority for 2016/17:-

District	Member	Substitute Member
Bolton	Cliff Morris (LAB)	Linda Thomas (LAB)
Bury	Rishi Shori (LAB)	Jane Lewis (LAB)
Manchester	Richard Leese (LAB)	Sue Murphy (LAB)
Oldham	Jean Stretton (LAB)	Abdul Jabbar (LAB)
Rochdale	Richard Farnell (LAB)	Allan Brett (LAB)
Salford	Paul Dennett (LAB)	John Merry (LAB)
Stockport	Alex Ganotis (LAB)	Wendy Wild (LAB)
Tameside	Kieran Quinn (LAB)	John Taylor (LAB)
Trafford	Sean Anstee (CON)	Alex Williams (CON)
Wigan	Peter Smith (LAB)	David Molyneux (LAB)

- 6.. To agree to delegate authority to Donna Hall, Secretary of GMCA in consultation with the Chair of GMCA, to appoint 5 GMCA members or substitute members (4 Labour and 1 Conservative) to the Standards Committee for 2016/17, noting a provisional meeting is scheduled for 18 July 2016.
7. To note that the GMCA, in December 2015 appointed 1 Co-opted Independent Member, Geoff Linnell, to act as the Chair of the Standards Committee and 1 Independent Person, Nicole Jackson, to assist the Monitoring Officer and Hearing Panel in dealing with allegations that members of the GMCA have acted in breach of the GMCA's Code of Conduct. The term of office of these appointments is for 4 years with effect from 18 December 2015.
8. To note the following appointments by local authorities to the Transport for Greater Manchester Committee for 2016/17:-

District	Members
Bolton (3)	David Chadwick (LAB) Guy Harkin (LAB) Stuart Haslam (CON)
Bury (2)	Noel Bayley (LAB) Jamie Walker (LAB)
Manchester (5)	Andrew Fender (LAB) Chris Paul (LAB) Naeem Hassan (LAB) Azra Alia (LAB) Dzidra Noor (LAB)
Oldham (3)	James Larkin (LAB)

	Norman Briggs (LAB) Howard Sykes (LIB DEM)
Rochdale (3)	Shah Wazir (LAB) Philip Burke (LAB) Ian Duckworth (CON)
Salford (3)	Robin Garrido (CON) Roger Jones (LAB) Barry Warner (LAB)
Stockport (4)	Geoff Abell (LIB DEM) Annette Finnie (CON) Tom Grundy (LAB) John Taylor (LAB)
Tameside (3)	Warren Bray (LAB) Doreen Dickenson (CON) Peter Robinson (LAB)
Trafford (3)	David Hopps (CON) June Reilly (CON) Michael Cordingley (LAB)
Wigan (4)	Mark Aldred (LAB) Lynne Holland (LAB) Eunice Smethurst (LAB) James Grundy (CON)

9. To note the appointments by local authorities to the Health and Social Care Strategic Partnership Board for 2016/17 as follows:-

District	Member	Substitute Member
Bolton	Cliff Morris (LAB)	Linda Thomas (LAB)
Bury	Rishi Shori (LAB)	Trevor Holt (LAB)
Manchester	Richard Leese (LAB)	Sue Murphy (LAB)
Oldham	Jean Stretton (LAB)	Abdul Jabbar (LAB)
Rochdale	Richard Farnell (LAB)	Allan Brett (LAB)
Salford	Paul Dennett (LAB)	John Merry (LAB)
Stockport	Alex Ganotis (LAB)	Wendy Wild (LAB)
Tameside	Kieran Quinn (LAB)	Brenda Warrington (LAB)
Trafford	Sean Anstee (CON)	Alex Williams (CON)
Wigan	Peter Smith (LAB)	David Molyneux (LAB)

10. To approve the appointment of the GMCA Chair, Tony Lloyd and the two Vice Chairs, Councillor Sean Anstee and Richard Leese, to the Greater Manchester Local Enterprise Partnership for 2016/17.
- 11.. To agree to appoint Councillor Paul Dennett, as the GMCA Low Carbon portfolio holder, to the GM Low Carbon Hub Board for 2016/17.

12. To note the appointment of Tony Lloyd, GM Interim Mayor to the Greater Manchester Land Commission.
13. To agree to appoint the portfolio leads for Economic Strategy, Planning & Housing and Investment Strategy & Finance to the Greater Manchester Land Commission for 2016/17.
14. To note the appointments by local authorities to the Joint GMCA and AGMA Scrutiny Pool for 2016/17, as follows:-

District	Member
Bolton	Kevin McKeon (LAB) Andrew Morgan (CON) Debbie Newall (LAB)
Bury	Jane Black (LAB) Roy Walker (CON) Rachel Skillen (LAB)
Manchester	Ahmed Ali (LAB) Angeliki Stogia (LAB) Matt Strong (LAB)
Oldham	Colin McLaren (LAB) Elaine Garry (LAB) Garth Harkness (LIB DEM)
Rochdale	Neil Butterworth (LAB) Michael Holly (CON) Sara Rowbotham (LAB)
Salford	David Jolley (LAB) Jillian Collinson (CON) John Walsh (LAB)
Stockport	Iain Roberts (LIB DEM) Yvonne Guariento (LAB) John McGahan (CON)
Tameside	Kevin Welsh (LAB) John Bell (CON) Gill Peet (LAB)
Trafford	Pamela Dixon (CON) Michael Young (CON) Barry Brotherton (LAB)
Wigan	Pam Stewart (LAB) John O'Brien (LAB) Eddie Houlton (CON)

15. To appoint Councillor Jean Stretton as the GMCA member to the Joint GMCA and AGMA Audit Committee for 2016/17.
16. To appoint the following 3 GMCA Substitute members to the Joint GMCA and AGMA Audit Committee, from the nominations received from the local authorities for 2016/17

Rochdale	Allen Brett
Salford	John Merry
Stockport	Wendy Wild

17. To agree to appoint the GM Interim Mayor, Tony Lloyd and the two GMCA Vice Chairs Councillors Richard Leese and Sean Anstee to the Regional Leaders Board for 2016/17.
18. To agree to delegate authority to the Secretary of GMCA in consultation with the Chair of GMCA, to determine appointments to the following bodies in 2016/17:-
 - i. Joint GMCA and AGMA Audit Committee (Scrutiny Pool appointments).
 - ii. Greater Manchester Investment Board.
 - iii. Atlantic Gateway Board.
 - iv. NW European Programmes Local Management Committee.
 - v. Greater Manchester European Structural Fund (European Programmes) Local Management Committee.
 - vi. North West Flood and Coastal Committee.

94/16 GMCA ANNUAL GOVERNANCE STATEMENT

Richard Paver, GMCA Treasurer, introduced a report which provided members with the Annual Governance Statement for the GMCA, covering the period April 2015 to March 2016 for consideration by Members

RESOLVED/-

1. To note that the Annual Governance Statement was approved for recommendation to the GMCA by the Audit Committee at its meeting on 15 April 2016.
2. To approve the Annual Governance Statement for 2015/16.
3. To agree that the Annual Governance Statement be signed by the Head of Paid Service and GM Interim Mayor on behalf of the GMCA.

95/16 SCHEDULE OF MEETINGS 2016/17

RESOLVED/-

To approve the planned cycle of meetings as outlined below:-

- | | | |
|--------------------------|---|------------|
| Friday 29 July 2016 | - | Bury |
| Friday 26 August 2016 | - | Manchester |
| Friday 30 September 2016 | - | Trafford |

Friday 28 October 2016	-	Salford
Friday 25 November 2016	-	Oldham
Friday 16 December 2016	-	Bolton
Friday 27 January 2017	-	Wigan
Friday 24 February 2017	-	Rochdale
Friday 31 March 2017	-	GMPPC
Friday 28 April 2017	-	Stockport
Friday 26 May 2017	-	Tameside
Friday 30 June 2017	-	Bury

**DECISIONS AGREED AT THE ORDINARY MEETING OF THE
GREATER MANCHESTER COMBINED AUTHORITY, HELD ON
THURSDAY 30 JUNE 2016 AT GUARDSMAN TONY DOWNES
HOUSE, DROYLSDEN**

GM INTERIM MAYOR	Tony Lloyd (in the Chair)
BOLTON COUNCIL	Councillor Cliff Morris
BURY COUNCIL	Councillor Rishi Shori
MANCHESTER CC	Councillor Sue Murphy
OLDHAM COUNCIL	Councillor Jean Stretton
ROCHDALE MBC	Councillor Richard Farnell
SALFORD CC	City Mayor Paul Dennett
STOCKPORT MBC	Councillor Alex Ganotis
TAMESIDE MBC	Councillor Kieran Quinn
TRAFFORD COUNCIL	Councillor Sean Anstee
WIGAN COUNCIL	Councillor Peter Smith

JOINT BOARDS AND OTHER MEMBERS IN ATTENDANCE

GMFRA	Councillor David Acton
GMWDA	Councillor Nigel Murphy
TfGMC	Councillor Andrew Fender

OFFICERS IN ATTENDANCE

Margaret Asquith	Bolton Council
Mike Owen	Bury Council
Howard Bernstein	Manchester CC
Carolyn Wilkins	Oldham Council
Steve Rumbelow	Rochdale MBC
Jim Taylor	Salford CC
Eamonn Boylan	Stockport MBC
Steven Pleasant	Tameside MBC
Joanne Hyde	Trafford Council
Donna Hall	Wigan Council
Peter O'Reilly	Chief Fire Officer, GM Fire & Rescue Service
Ian Hopkins	Chief Constable, GM Police
Jon Lamonte	Chief Executive, TfGM
Mark Hughes	Manchester Growth Company

Simon Nokes
Adam Allen

Clare Regan
Liz Treacy
Richard Paver
Andrew Lightfoot
Julie Connor
Sylvia Welsh
Paul Harris
Ross MacRae

New Economy
Office of the Police & Crime
Commissioner
Office of the GM Interim Mayor
GMCA Monitoring Officer
GMCA Treasurer
Deputy Head of the Paid Service
Head of GMIST
) Greater Manchester
) Integrated Support Team
GMCA Media Lead

96/16. APOLOGIES

An apology for absence was received and noted from Councillor Richard Leese. Members noted that Councillor Sue Murphy was in attendance as his substitute.

97/16 CHAIR'S ANNOUNCEMENTS AND URGENT BUSINESS

a. Supporting British Industry

The Chair suggested that Greater Manchester should look to utilise local resources where possible, particularly in relation to the procurement of steel, and undertook to write to the Business Secretary to understand how this could be developed further.

b. GM Procurement Practices

Referring to a recent legal case regarding the black listing of active trades unionists, the Chair commented that this was an opportune time to examine GMCA's procurement processes and requested that a paper on this matter be brought to a future meeting of the GM Combined Authority.

c. Community Cohesion

The Chair noted that following recent incidents of hate crime, districts and partners were working together to address such incidents.

98/16 DECLARATIONS OF INTEREST

There were no declarations of interest made by any Member in relation to the items on the agenda.

99/16 MINUTES OF GMCA MEETING HELD ON 27 MAY 2016

The minutes of the previous GMCA meeting held on 27 May 2016 were submitted.

RESOLVED/-

To approve the Minutes of the GMCA meeting held on 27 May 2016 as a correct record.

100/16 FORWARD PLAN OF STRATEGIC DECISIONS

Consideration was given to a report which advised Members of those strategic decisions that were to be considered by the GMCA over the upcoming four months.

RESOLVED/-

To note the Forward Plan of Strategic Decisions, as set out in the report.

101/16 MINUTES

a. Joint GMCA and AGMA Executive Scrutiny Pool

The minutes of the Joint GMCA and AGMA Executive Scrutiny Pool meeting, 10 June 2016 were submitted.

RESOLVED/-

To note the minutes of the Joint GMCA and AGMA Executive Scrutiny Pool meeting, 10 June 2016.

b. Transport for Greater Manchester Committee (TfGMC)

The minutes of the TfGMC meeting, held on 10 June 2016 were submitted.

RESOLVED/-

To note the minutes of the TfGMC meeting, held on 10 June 2016.

102/16 OUTCOME OF THE EUROPEAN UNION REFERENDUM

Tony Lloyd, GM Interim Mayor read out the following statement on the outcome of the recent referendum on European Union membership.

People in Greater Manchester and the UK spoke clearly last week and we will now leave the European Union.

"This was not the outcome GM Leaders had campaigned for but we all now have a duty to ensure that we work together and forge the best future for Greater Manchester.

Our city-region has a long and proud history of being outward and market facing. Working constructively with other city-regions in Europe, with international investors and business, will remain a key part of our strategy in the future. We know that our future success will depend on forging even stronger

international relationships to support the growth and development of Greater Manchester's economy in an increasingly complex global economy.

We recognise the referendum result will pose new challenges to Greater Manchester both in the short and medium term. We are focussed on how we remain an attractive place for international investment and where local businesses can feel confident to invest.

The future of EU funding will also be a focus for GM Leaders. Communities across Greater Manchester have benefitted from EU funding for many years and Leaders will work hard to protect that income. We will seek urgent discussions to clarify what will happen to our European funding while we negotiate to leave the EU and how the UK Government plans to replace it.

GM Leaders have already started to work on how we respond to these challenges and others following the Brexit vote. GMCA officers will bring forward a detailed report for our next meeting for further discussion.

However, Thursday's result also made clear that people want to see decisions made closer to home by local leaders who are in touch with their communities. The case for further devolution has never been stronger and Greater Manchester will continue to lead the way in bringing powers to local communities.

Finally, to all Europeans living and working in Greater Manchester, you are welcome here. We are proud you have chosen to make GM your home and we will always appreciate the contribution you make to our city-region."

In receiving the statement, Members made the following comments:-

- a. That any negotiations should make the case for strengthening the redistribution of powers to Greater Manchester and confirm the Government's support for the Northern Powerhouse.
- b. That GM should be formally included in the national negotiations at an appropriate level given its population size and economic contribution within the UK
- c. The GMCA and GM Local Authorities and partners had an important role to play in addressing legislative issues around housing, employment and skills.
- d. That immigration issues, the current system and residents' concerns are important issues for discussion and we should listen to our residents.
- e. That GM should seek to ensure that commitments to the Northern Powerhouse and other critical investments important to GM are protected.

RESOLVED/-

That the GMC strongly endorses the Statement with the additional comments noted above.

103/16 GMCA GOVERNANCE REVIEW: GMCA ORDER

Tony Lloyd, GM Interim Mayor introduced a report which summarised the second phase of a review of the functions and governance arrangements of the GMCA.

Members noted that the second phase focuses on those arrangements for Fire and Rescue and Waste functions within a newly integrated Combined Authority from 1 April 2017, Transport (Mayoral and non Mayoral functions and funding), Education, Training, Skills and Employment Functions. Overview and Scrutiny arrangements and Public Sector equality duties were also included.

RESOLVED/-

1. To note the outcome of the review and the draft Scheme, as set out at Appendices A and B to the report.
2. To endorse the conclusion of the review that the making of an Order to confer on the GMCA the additional functions in the Scheme and the associated revisions to the governance arrangements would be likely to improve the exercise of statutory functions in Greater Manchester.
3. To note the implications of the Public Sector Equality Duty, as set out in the report.
4. To approve and publish the scheme pursuant to section 112 of the Local Democracy, Economic Development and Construction Act 2009, as amended.
5. To approve the use of statutory Charge as the means of providing a smoothing mechanism to ensure that Council Tax payers are no worse-off as a result of funding the Mayoral transport proposals.
6. To approve the arrangements for public consultation on the proposals in the scheme and to authorise the Head of Paid Service, GMCA, in consultation with the Interim Mayor, to provide the Secretary of State with a summary of the consultation responses.
7. To delegate authority to the Head of Paid Service, GMCA in consultation with the Interim Mayor and Vice Chairs of GMCA to agree the terms of the Orders required to implement the devolution deals.

104/16 GMCA CONSULTATION ON GOVERNANCE REVIEW AND SCHEME PHASE 1

Tony Lloyd, the GM Interim Mayor, introduced a report which provided Members with a summary of the responses of the Greater Manchester Consultation on Governance review and Scheme (phase 1).

RESOLVED/-

To note the report.

105/16 BUS SERVICES BILL UPDATE

Tony Lloyd, GM Interim Mayor introduced a report summarising the Bus Services Bill which had recently been published in Parliament and set out the potential implications the introduction of the Bus Bill posed for Greater Manchester.

A Member highlighted that the enactment of the Bus Service Bill was fundamental to the establishment of a Mayoral Combined Authority for GM and also that Bus Franchising would enable simplified ticketing arrangements and the use of more efficient, low emission vehicles across Greater Manchester.

RESOLVED/-

1. To welcome the publication of the Bus Services Bill.
2. To instruct officers to continue to work to ensure that the Bus Services Bill can deliver the practicable tools required to fulfil GM's transport objectives.
3. To request officers to report back on progress of the Bill as it passes through Parliament.

106/16 JUSTICE DEVOLUTION

Tony Lloyd, GM Interim Mayor introduced a report which provided Members with an update on the ongoing devolution agreement discussions with the Ministry of Justice, National Offender Management Service and the Youth Justice Board.

RESOLVED/-

1. To note the progress being made in relation to our devolution agreement discussions with the Ministry of Justice, National Offender Management Service and the Youth Justice Board.
2. To agree that delegated authority to sign off the Memorandums of Understanding (MOU) with the Department is given to the Head of Paid Service, GMCA, in consultation with the Interim Mayor.
3. To note that there is a Justice Devolution Partnership Event planned for the 7th July, which the Secretary of State for Justice is planning to attend and at which the MOUs will be published.

4. To approve the Justice Devolution logo for use in stakeholder and public communications.

107/17 REFRESHING THE GREATER MANCHESTER APPROACH

Tony Lloyd, GM Interim Mayor introduced a report which provided an overview of a number of strategically significant workstreams currently underway to support the delivery of Greater Manchester's growth and reform ambitions and suggested that, in light of this work, and in response to the changing context in which Greater Manchester is operating, it is now timely to develop a refreshed and revised economic strategy for Greater Manchester. Members noted that this revised strategy will reassess the issues and opportunities that Greater Manchester needs to address to ensure that all parts of the conurbation can play a strong and positive economic role in supporting future growth and maximising the ability of residents to share the benefits of that growth. The report proposes that a seminar for Leaders, Chief Executives and relevant officers is arranged in July or August 2016 to provide the opportunity for a collective re-examination of the Greater Manchester strategic approach.

Members also noted the work of the RSA Inclusive Growth Commission, and the importance of a GM submission to the Commission's open call for evidence to ensure that the full range of issues of relevance to Greater Manchester are considered by the Commission.

In addition, the report also provided an overview of work currently underway to develop a strategy for public engagement, including work by The Campaign Company to test current levels of awareness of the role and work of the GMCA and proposals to develop a 'brand identity' and profile strengthening campaign for Greater Manchester.

RESOLVED/-

1. To endorse the proposal to revisit and refresh the Greater Manchester Strategy in the light of the changing context in which Greater Manchester operates and to reflect the wide ranging work underway to deliver our Growth and Reform objectives and the development of the GMSF and the associated Investment Strategy.
2. To endorse the proposal for a seminar(s) for Executive Members with portfolio responsibility for economic development, convened by Sir Richard Leese as portfolio holder for Economic Strategy, to ensure that all are fully sighted on the findings of the Deep Dive analysis and the emerging evidence base under development to support the Greater Manchester Strategy.
3. To endorse the proposal to arrange a seminar(s) for Leaders, Chief Executives and relevant officers at the end of July or August 2016 to provide an opportunity to review both the Greater Manchester strategic approach and the emerging framework for public engagement.

4. To endorse the proposal to develop a Greater Manchester submission to the call for evidence issued by the RSA Inclusive Growth Commission to ensure that the full range of issues of relevance to GM are considered by the Commission.
5. To give delegated authority to the Portfolio Holder for Communications to finalise the proposal to develop a 'brand identity' for Greater Manchester.
6. To agree that a further report be presented to a future meeting of the Combined Authority.

108/16 GREATER MANCHESTER GROWTH DEAL – CONDITIONAL AND FULL APPROVAL GATEWAY

Tony Lloyd, GM Interim Mayor introduced a report which informed Members of the outcome of a number of Gateway Reviews and recommend that the Salford Bolton Network Improvement Bolton Delivery Packages 1 and 7 (Raikes Lane Junction Improvements & Bolton Bus Stop Upgrades) are granted Full Approval.

RESOLVED/-

1. To grant Full Approval for the Salford Bolton Network Improvement Bolton Delivery Packages 1 and 7.
2. To note the recent completion of Gateway Reviews on a number of Growth Deal schemes and that Conditional Approval on these schemes has been achieved.

109/16 POTENTIAL EVERGREEN HOLDING FUND NOVATION

Eamonn Boylan, Portfolio Lead Chief Executive for Investment Strategy and Finance, presented a report which set out the key principles of the proposed Evergreen Holding Fund novation and sought the approval of the GMCA to the transaction.

RESOLVED/-

1. To note the contents of the report and endorse the approach being taken to novate NWUIF to GMCA.
2. To authorise the establishment of "NewCo" as the corporate structure as set out in this report.
3. To delegate authority to the Chief Executive, the Section 151 Officer, Chief Investment Officer and Monitoring Officer to finalise the terms of and enter into any legal documents or agreements necessary to facilitate the above recommendations.

110/16 METROLINK PHASE 3 EVALUATION

Tony Lloyd, GM Interim Mayor introduced a report setting out the early findings from monitoring and evaluation activity relating to Metrolink Phase 3.

RESOLVED/-

To note the update report on Metrolink Phase 3 Evaluation and that the full research report was to be included on to the www.greatermanchester-r-ca.gov.uk website.

111/16 DRAFT GREATER MANCHESTER TRANSPORT STRATEGY 2040 AND 5-YEAR DRAFT DELIVERY PLAN 2016/17-2021/22

Tony Lloyd, GM Interim Mayor introduced a report which set out the approach to reviewing and approving the draft versions of the Greater Manchester Transport Strategy 2040 and first 5-year Delivery Plan (2016/17-2021/22), and to confirm the arrangements for a 12-week public consultation, commencing on 4 July 2016.

RESOLVED/-

1. To note the draft Greater Manchester Transport Strategy 2040 document and that minor changes have been made under delegated authority following legal review.
2. To approve the associated draft 5-year Delivery Plan, covering the period 2016/17-2021/22.
3. To note the arrangements for a 12-week consultation due to commence on 4 July 2016.

112/16 SMART TICKETING UPDATE

Tony Lloyd, GM Interim Mayor introduced a report which sought the approval of the GMCA of plans to extend the range of Smart Ticketing, to include multi-modal and Metrolink products and sets out proposals for new account based payment systems which complement the Smart Ticketing service and will make travel easier across Greater Manchester.

RESOLVED/-

1. To support TfGM's plans to extend the availability and range of Smart Ticketing to Metrolink and multi-modal on Smart cards;
2. To note the activity underway and the proposed delivery timescales, to develop a business case for a future 'contactless account based' payment service.

3. To note TfGM's ongoing participation in Transport for the North's (TfN) development of a Smart Ticketing/account based proposition that facilitates easier connections across the north of England.

113/16 CO-COMMISSIONING WORK AND HEALTH PROGRAMME

Councillor Sean Anstee introduced a report which provided Members with an update on GM's work with the Department for Work & Pensions (DWP) to co-commission the new Work & Health Programme, which is the successor to the Work Programme. The programme will be the national mainstream welfare to work provision for long-term benefit claimants and those out of work due to ill health or disability, which GM has an ability to design to our own requirements.

The report also provided information on the potential scope, scale, investment requirements and outcomes of the programme.

A further report which provided additional, commercially sensitive information regarding the national Work and Health programme, and appeared in Part B of the agenda was taken as read as part of Members discussions on this item.

RESOLVED/-

1. To note the significant opportunity to design, procure and manage the Work & Health Programme for GM.
2. To note how GM's devolved control of health, skills and European Social Fund budgets provides an opportunity to develop an integrated 'eco-system' of support for some of our most vulnerable workless residents.
3. To agree to develop the Phase 2 application for CFO in conjunction with GMCA Finance.
4. To note the establishment of a task & finish group of the JCB Working Group to develop an investment proposition for the Transformation Fund for the Work & Health Programme.
5. To note the opportunity of the Health Innovation Fund and support a GM submission.
6. To note and support the proposed commissioning strategy for the Work & Health Programme.
7. To agree to delegate authority of the GMCA Treasurer and Portfolio Lead Chief Executive to progress the W&H commissioning on behalf of Combined Authority.
8. To agree for further reports to be provided to the Combined Authority at key junctures in the commissioning process in September, December 2016 and March 2017.

9. To note the recommendations contained in the commercially sensitive Part B Co-commissioning Work and Health Programme at Item 32 on the agenda.

114/16 NORTH WEST HIGH SPEED RAIL REGIONAL SKILLS STRATEGY

Councillor Sean Anstee introduced a report which provided an update to Members on the developments regarding the North West High Speed Rail Regional Skills Strategy and the development of GM actions in response to the strategy.

Members noted that the strategy identifies the following five strategic priorities:-

1. A 20 year vision to help rebalance the economy and contribute to the Northern Powerhouse
2. Create a truly employer led rail sector skills system with joined up higher level vocational pathways
3. Develop hub and spoke model to work with the national High Speed College in Birmingham with a focus on upskilling the existing workforce
4. Ensure a supply of Apprentices to meet employer demand from the rail industry
5. Use HS2 opportunity to promote and increase STEM take up from young people

In welcoming the report, a Member suggested that officers should also provide details of the strength of skills provision in the engineering sector, options to fund apprenticeships for people over 24 years old and to engage and work with neighbouring districts of Cheshire East and Warrington.

RESOLVED/-

1. To note the update, priorities and outcomes of the North West High Speed Rail Skills Strategy, as set out in the report and subsequent comments from Members.
2. To note the actions proposed to develop a GM response to the Strategy, as set out in the report.

115/16 ESTABLISHMENT OF A GREATER MANCHESTER ENERGY COMPANY

Tony Lloyd, GM Interim Mayor introduced a report which provided Members with an update on the work taking place to explore the potential for a GM Energy Company.

A further report which provided additional, commercially sensitive information regarding the establishment of a Greater Manchester Energy Company was taken as read during Members' discussions on this item.

RESOLVED/-

1. To note the content of the report and, in particular, the increasingly competitive nature of the UK energy supply market which impacts on the ability of GM to launch a viable supply business on a “go it alone” basis.
2. To agree that further work should be focussed on the potential for GM to enter into a joint venture (JV) arrangement, in particular evaluating what the benefits and risks of such an arrangement would be.
3. To agree that a further report should be presented to the GMCA in September.
4. To note those recommendation contained in the commercially sensitive, Part B report referred to at Item 34 of the Agenda.

116/16 GMCA REVENUE OUTTURN 2015/16

Councillor Kieran Quinn presented a report informing members of the revenue outturn for 2015/16 and notes the position on reserves. The reports also seeks approval from Members to approve the transfer of funds to earmarked reserves and requests submitted for carry forward of underspends in to 2016/17.

RESOLVED/-

1. To note the GMCA transport revenue outturn position for 2015/16 is in line with budget after transfers to earmarked reserves.
2. To note the GMCA Economic Development and Regeneration revenue outturn position for 2015/16 which shows a favourable position of £0.933 million after transfers to earmarked reserves.
3. To approve the contribution to earmarked Economic Regeneration and Development reserves as summarised in paragraph 3.1 to report.
4. To approve the contribution of £20.398 million to earmarked transport reserves as detailed in paragraphs 4.2 – 4.6 to the report.
5. To note the TfGM revenue position for 2015/16 shows a favourable position of £0.500 million against budget as detailed in paragraph 5 to the report.
6. To note the position on reserves as detailed in paragraph 6 to the report.
7. To note the carry forward requests as detailed in paragraph 7 to the report. Any approved carry forward requests will be funded, as appropriate from the balance declared on the general reserves as at 31 March 2016. Approval for carry forward requests will sought in the

Revenue budget update presented in July 2016.

8. To note that the statement of accounts will be completed by 30 June 2016 and signed by the GMCA Treasurer in accordance with audit requirements.
9. To note that the final outturn position is subject to the completion of the annual external audit to be finalised by 30 September 2016 and reported to the GMCA Audit Committee at its meeting on 16 September 2016.

117/16 GMCA CAPITAL OUTTURN 2015/16 AND 2016/17 PROGRAMME

Councillor Kieran Quinn presented a report which informed Members of the Greater Manchester Combined Authority capital outturn for 2015/16.

RESOLVED/-

1. To note the 2015/16 outturn capital expenditure compared to the forecast position presented to GMCA in January 2016.
2. To approve the addition of £0.2 million to the capital programme budget for 2016/17.

118/16 GREATER MANCHESTER INVESTMENT FRAMEWORK – CONDITIONAL APPROVAL

Councillor Kieran Quinn introduced a report which sought Greater Manchester Combined Authority approval for a loan to Zuto Limited. Members noted that the loan will be made from recycled monies.

A further report which provided additional, commercially sensitive information regarding the Greater Manchester Investment Framework was taken as read during Members' discussions on this item.

RESOLVED/-

1. To agree that the project funding application by Zuto Limited, (loan of £1,000,000) be given conditional approval.
2. To delegate authority to the Combined Authority Treasurer and Combined Authority Monitoring Officer to review the due diligence information and, subject to their satisfactory review and agreement of the due diligence information and the overall detailed commercial terms of the transaction, to sign off any outstanding conditions, issue final approvals and complete any necessary related documentation in respect of the loan at a) above.

3. To note the recommendations contained in the in the commercially sensitive, Part B report referred to at Item 35 of the Agenda.

119/16 EXCLUSION OF PRESS AND PUBLIC

Members noted that as the commercially sensitive information was taken as read during the consideration of Co-Commissioning Work and Health Programme (Minute 113/16), Establishment of a Greater Manchester Energy Company (Minute 115/16) and Greater Manchester Investment Framework – Conditional Approval (Minute 117/16), the recommendation to exclude members of the press and public would not be moved.

120/16 CO-COMMISSIONING WORK AND HEALTH PROGRAMME

CLERK'S NOTE: This item was considered in support of the Part A Co-Commissioning Work and Health Programme report at Minute 113/16 above.

121/16 PROPOSAL FOR GREATER MANCHESTER TO BE DESIGNATED A DEFRA PIONEER CITY REGION

CLERK'S NOTE: This item was withdrawn.

122/16 ESTABLISHMENT OF A GREATER MANCHESTER ENERGY COMPANY

CLERK'S NOTE: This item was considered in support of the Part A paper on the Energy Company for Greater Manchester at Minute 115/16, above.

123/16 GREATER MANCHESTER INVESTMENT FRAMEWORK – CONDITIONAL APPROVAL

CLERK'S NOTE: This item was considered in support of the Part A the Greater Manchester Investment Framework report at Minute 117/16 above.

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**DECISIONS AGREED FROM THE MEETING OF THE GREATER
MANCHESTER COMBINED AUTHORITY, HELD ON FRIDAY 29
JULY 2016 AT BURY TOWN HALL, BURY**

GM INTERIM MAYOR	Tony Lloyd (in the Chair)
BOLTON COUNCIL	Councillor Cliff Morris
BURY COUNCIL	Councillor Rishi Shori
MANCHESTER CC	Councillor Richard Leese
OLDHAM COUNCIL	Councillor Jean Stretton
ROCHDALE MBC	Councillor Richard Farnell
SALFORD CC	City Mayor Paul Dennett
STOCKPORT MBC	Councillor Alex Ganotis
TAMESIDE MBC	Councillor Kieran Quinn
TRAFFORD COUNCIL	Councillor Sean Anstee
WIGAN COUNCIL	Councillor Peter Smith

JOINT BOARDS AND OTHER MEMBERS IN ATTENDANCE

GMFRA	Councillor David Acton
GMWDA	Councillor Nigel Murphy
TfGMC	Councillor Andrew Fender

OFFICERS IN ATTENDANCE

Margaret Asquith	Bolton Council
Mike Owen	Bury Council
Geoff Little	Manchester CC
Carolyn Wilkins	Oldham Council
Steve Rumbelow	Rochdale MBC
Jim Taylor	Salford CC
Eamonn Boylan	Stockport MBC
Steven Pleasant	Tameside MBC
Helen Jones	Trafford Council
Will Blandamer	Wigan Council
Peter O'Reilly	Chief Fire Officer, GM Fire & Rescue Service
Ian Hopkins	Chief Constable, GM Police
Jon Lamonte	Chief Executive, TfGM
Simon Nokes	New Economy

Adam Allen
Liz Treacy
Richard Paver
Andrew Lightfoot
Julie Connor
Paul Harris
Ross MacRae

Office of the Police & Crime
Commissioner
GMCA Monitoring Officer
GMCA Treasurer
Deputy Head of the Paid Service
Head of GMIST
GM Integrated Support Team
GMCA Media Lead

124/16 APOLOGIES

Apologies for absence were received from Howard Bernstein, Theresa Grant, Donna Hall and Mark Hughes.

125/16 CHAIR'S ANNOUNCEMENTS AND URGENT BUSINESS

There were no announcements or matters of urgent business reported.

126/16 DECLARATIONS OF INTEREST

There were no declarations of interest made.

127/16 MINUTES

a. Minutes of the GMCA Annual Meeting held on 30 June 2016

RESOLVED/-

To agree the minutes of the Annual meeting of the GMCA held on 30 June 2016 as a correct record.

b. Minutes of the GMCA Ordinary Meeting held on 30 June 2016

RESOLVED/-

To agree the minutes of the Ordinary meeting held on 30 June 2016 as a correct record.

128/16 ESTABLISHMENT OF A GMCA RESOURCES SUB-COMMITTEE

Members considered appointments to the GMCA Resources Sub – Committee.

RESOLVED/-

To agree the Tony Lloyd, GM Interim Mayor, Cllr Richard Leese, Cllr Sean Anstee, Cllr Peter Smith and Cllr Kieran Quinn be appointed to the GMCA

Resources Sub Committee and to request that the Terms of Reference be drafted and reported to the GMCA at its meeting in August.

129/16 FORWARD PLAN OF STRATEGIC DECISIONS

Consideration was given to a report which advised Members of those strategic decisions that were to be considered by the GMCA over the upcoming four months.

RESOLVED/-

To note the Forward Plan of Strategic Decisions, as set out in the report.

130/16 MINUTES

a. Minutes of the Transport for Greater Manchester Committee held on 15 July 2016

The minutes of the proceedings of TfGMC held on 15 July 2016 were submitted. Members noted that they were to consider TfGMC's decision to approve transport policy priorities for 2016/17 as per the extract below.

The report is appended to the minutes.

103/16 TfGMC16/30 - 2016-2017 POLICY PRIORITIES

Members considered a report highlighting the policy priorities that the Committee would recommend to Greater Manchester Combined Authority to adopt for the forthcoming year. The report also provided a summary on the progress made on achieving priorities over the past year.

With regard to the four key aims for Greater Manchester as set out at section 3.2 to the report, a Member suggested that active travel should be promoted alongside other public transport modes.

RESOLVED/-

- 1. To note the transport policy priorities as set out in Section 3 to the report and the request of Members to consider and promote active travel activities to help deliver the priorities.*
- 2. To agree that the transport policy priorities as set out in Section 3 to the report and as appended to these minutes, be submitted for approval to the GMCA on 29 July 2016.*

RESOLVED/-

1. To note the minutes of the meeting of TfGMC held on 15 July 2016.

2. To endorse and adopt the TfGMC Policy Priorities for 2016-17 as recommended by TfGMC.

b. Minutes of the Greater Manchester Local Enterprise Partnership held on 14 July 2016.

Minutes of the GM Local Enterprise Partnership meeting held on 14 July 2016, were submitted for GMCA Members' information.

RESOLVED/-

To note the minutes of the GM Local Enterprise Partnership meeting, held on 14 July 2016.

131/16 GREATER MANCHESTER RESPONDING TO BREXIT

Tony Lloyd, GM Interim Mayor and Councillor Richard Leese, provided a report which presented an overview of the work underway to ensure that Greater Manchester is in a position to mitigate the worst impacts of withdrawal.

Members noted that Greater Manchester is determined to continue to drive strong growth in the economy as an internationally important city region. Although there are short term uncertainties, GM's ambition to establish the city region as a financially self-sustaining city, sitting at the heart of the Northern Powerhouse with the size, the assets, the skilled population and political and economic influence to rival any global city remains unchanged. However GM must react to the challenges created by the uncertainty and potential economic consequences. To inform that response a comprehensive programme of work will consider the actions required in eight areas:

- Implications for access to European funding;
- Implications for changing rules, regulations and terms of trade;
- Implications for key sectors;
- Implications for property investment;
- Implications for housing and planning;
- Implications for inclusion;
- monitoring economic trends and developments;
- utilising GM's relationships with key Central Government departments.

It was noted that the Greater Manchester Growth Company had established an Advisory Board to work with employers particularly in relation to foreign owned companies.

Brexit would provide an opportunity to seek greater influence on education and skill from Government, in order to develop a skills base for Greater Manchester.

The rise of hate crime and cohesion issues was highlighted. Members noted that the Home Office has developed an action plan and that this plan would be adapted to meet Greater Manchester's needs.

A Member commented that any discussions with Westminster and Brussels should include the redistribution of powers to Greater Manchester following the repatriation of the UK from the European Union.

RESOLVED/-

1. To note the work programme set out in this report.
2. To request that a substantive analysis be produced for consideration at the August 2016 meeting of the GMCA that identifies both the issues that Greater Manchester will be seeking the Government to address through the Autumn Statement and the matters that Greater Manchester will want to highlight for consideration as the framework for Britain's withdrawal from the EU is established.

132/16 GROWTH DEAL 3 – SUBMISSION TO GOVERNMENT

Tony Lloyd, GM Interim Mayor provided a verbal report in relation to Growth Deal 3. Members noted that the closing date for submissions to the third round of the Government's growth deal process was 28 July and that the development of Greater Manchester's submission to that process has been overseen by GM leaders and developed in consultation with Greater Manchester's business and investor community.

Members also noted that the proposals build on the Greater Manchester Strategy and the Growth and Reform Plan and focus on securing investment to drive the growth of the conurbation, but in light of the decision to withdraw from the European Union, our proposals have also been designed to ensure that we are able to maintain momentum during the period of change and uncertainty that Brexit will bring. Given the competitive nature of the Growth Deal process and the commercially sensitivity of some of our proposals the full submission remains confidential at this stage, but negotiations will take place with Government over the summer and we are expecting an announcement regarding our Local Growth Fund settlement around the time of the Autumn Statement.

RESOLVED/-

1. To receive and note the update.
2. To note Greater Manchester's submission to the third round of the Government's Growth Deal process was made on 28 July, in line with the proposals developed in consultation with Leaders.
3. To note an announcement regarding GM's third Local Growth Fund settlement is due around the time of the Autumn Statement.

133/16 TRANSPORT FOR THE NORTH

Councillor Richard Leese, Portfolio Lead for Transport for the North, which asked Members to consider whether there should be a sub-national transport body (STB) in the North and whether it wishes to become a constituent authority of Transport for the North (TfN).

RESOLVED/-

1. To approve the proposal for there to be a sub-national transport body (STB) in the North to be called Transport for the North (TfN), and to agree that GMCA should be a constituent authority of TfN.
2. To approve in principle the draft proposal for TfN as set out in Appendix 1 to the report.
3. To authorise the Head of Paid Service and the Chief Executive of TfGM, in consultation with the Interim Mayor and Vice-Chair with responsibility for TfN, to progress the matter with other proposed constituent authorities, including the submission of the proposal to the Secretary of State.
4. To note that before any regulations are laid before Parliament, the making of such regulations will require the further approval of each of constituent authorities.

134/16 TRANSPORT DEVOLUTION COSTS AND FUNDING

Tony Lloyd, GM Interim Mayor and Portfolio Lead for Transport introduced a report which set out the forecast costs and the proposed funding associated with the transport related Devolution activities in 2016/17.

RESOLVED/-

1. to note the contents of the report; and
2. to approve the drawdown of funding required to progress the transport related Devolution activities in 2016/17, from a combination of GMCA and TfGM General Reserves.

135/16 AIR QUALITY CONSULTATION OUTCOME

Tony Lloyd, GM Interim Mayor and Portfolio Lead for Transport presented a report which provided an update on the outcomes from the formal public consultation on the Greater Manchester Low Emissions Strategy and Air Quality Action Plan, and to seek approval for the final documents to be adopted and for delivery to commence.

RESOLVED/-

1. To note the outcomes from the public consultation.
2. To review and approve the final versions of the Low Emissions Strategy and Air Quality Action Plan for adoption.
3. To authorise for delivery of the plan to commence.

136/16 GREATER MANCHESTER FREIGHT AND LOGISTICS STRATEGY

Tony Lloyd, GM Interim Mayor and Portfolio Lead for Transport provided a report which presented the draft Greater Manchester Freight and Logistics Strategy and to sought Members endorsement and approval for adoption.

A Member commented that the introduction of this Strategy should not be at the cost of other economic routes in Greater Manchester particularly in relation to road congestion.

RESOLVED/-

To agree to approve the draft Greater Manchester Freight and Logistics Strategy as the formal strategy for Greater Manchester.

137/16 YEAR 3 REVIEW OF GREATER MANCHESTER ROAD ACTIVITY PERMIT SCHEME (GMRAPS)

Tony Lloyd, GM Interim Mayor and Portfolio Lead for Transport provided a report which updated GMCA on the third year operation of the Greater Manchester Road Activity Permit Scheme (GMRAPS) and to provide a financial forecast for the fourth year of operation.

RESOLVED/-

1. To note and endorse the financial review and forecasts as set out in Section 2 to the report.
2. to endorse the view that, based upon the financial update set out in Section 2 to the report, it is not necessary to amend the scheme during year four of operation.
3. To agree to approve the publication of the year three report, attached at Appendix 1 to the report.

138/16 THE GREATER MANCHESTER RAISING AGE PARTICIPATION STRATEGY

Councillor Sean Anstee, Portfolio Lead for Employment and Skills provided a report which presented the GM Raising of the Participation Age Strategy (RPA) and sought its full endorsement for implementation from GMCA.

The report highlighted that the purpose of the RPA Strategy was to support the ambitions for growth and reform and support the delivery of the previously agreed Work and Skills priorities. The success of the RPA will require four priorities to work synergistically. These are:

- Reducing NEET and Not Known and increasing participation.
- Improving the quality of careers education 9information advice given.
- A responsive FE curriculum based on the best labour market information.
- Driving up attainment in mathematics and English at level 2 and digital skills.

RESOLVED/-

That the GMCA note and discuss the information and approach set out in the RPA Strategy, in particular agree the following:

- Full launch and communication of the RPA Strategy
- Commencement of the implementation plan against a calendared reporting structure to the Skills & Employment Partnership.

139/16 GMCA REVENUE UPDATE 2016/17

Councillor Kieran Quinn, Portfolio Lead for Investment and Finance provided a report which informed Members of the 2016/17 forecast revenue outturn position as at the end of June 2016.

RESOLVED/-:

1. To note the Economic Development and Regeneration revenue outturn position for 2016/17 which shows a projected underspend against budget of £0.023 million.
2. To note the contribution from AGMA towards GMCA Reserves shown within the Economic Development and Regeneration budget as detailed in paragraph 2.2 to the report.
3. To note the transport revenue outturn position for 2016/17 which is in line with budget after contributions to earmarked reserves of £0.744 million.
4. To approve the carry-forward requests from GMCA of £0.100 million for the Low Carbon Investment Team and TfGM general funds of £0.48 million to support the first phase of devolution costs as detailed in paragraphs 2.4 and 4.7 to the report.

5. To approve the budget adjustments referred to in paragraphs 2.2-2.13 to the report for Economic Development and Regeneration budgets and paragraphs 3.2-3.4 to the report for Transport budgets.

140/16 GMCA CAPITAL UPDATE 2016/17

Councillor Kieran Quinn, Portfolio Lead for Investment and Finance provided which presented an update in relation to the Greater Manchester Combined Authority 2016/17 capital expenditure programme.

RESOLVED/-

1. To approve the revisions to the capital budget as set out in appendix A and detailed within the report;
2. To note the current 2016/17 forecast compared to the revised 2016/17 capital budget; and
3. To approve the draw down of £2.4 million for the Salford Bolton Network Improvement Project Local which forms part of the Growth Deal to enable the delivery of Bolton Delivery Packages 1 (Raikes Lane) and 7 (Bus Stop Upgrades); and to fund key advanced activities on other Bolton and Salford Packages.

141/16 GREATER MANCHESTER INVESTMENT FRAMEWORK AND CONDITIONAL APPROVAL

Councillor Kieran Quinn, Portfolio Lead for Investment and Finance provided a report which sought the approval of GMCA for investments to Kleeneze Limited, So Purple Group Limited and Optimise Hiring Limited. The loans will be made from recycled monies. This report also provides an update on the Green Energy Advisor, WEMS and FootClicks projects.

The Part B report containing the commercially sensitive elements of the GM Housing Fund Investment Strategy was taken as read with this item.

RESOLVED/-

1. To agree that the project funding application by Kleeneze, (loan of £1,200,000), So Purple (loan of £800,000) and Optimise Hiring (investment of £375,000) be given conditional approval.
2. To agree to delegate authority to the Combined Authority Treasurer and Combined Authority Monitoring Officer to review the due diligence information and, subject to their satisfactory review and agreement of the due diligence information and the overall detailed commercial terms of the transaction, to sign off any outstanding conditions, issue final approvals and complete any necessary related documentation in respect of the loans at a) above.

3. To agree the changes to the commercial terms of the Green Energy Advisor and WEMs funding as set out in the confidential part of the agenda.

142/16 GREATER MANCHESTER HOUSING FUND – INVESTMENT STRATEGY UPDATE

Councillor Richard Farnell, Portfolio Lead for Planning & Housing introduced a report which set out an updated Investment Strategy for the GM Housing Fund and the use of HCA receipts available to GM under the City Deal that will guide GM's approach to investment and management of financial risk at both project and portfolio level while supporting GM's housing policy objectives.

The Part B report containing the commercially sensitive elements of the GM Housing Fund Investment Strategy was taken as read with this item.

Members noted that the strategy was a loan instrument and could not be used to develop grant funding. A suggestion was made for the Housing Fund to be re-titled as Loan Fund.

RESOLVED/-

To approve the updated Investment Strategy as set out in the report.

143/16 MEMORANDUM OF UNDERSTANDING BETWEEN GMCA, NHS GREATER MANCHESTER AND SPORT ENGLAND

Councillor Peter Smith, Portfolio Lead for Health and Well Being provided GMCA with an update on the emerging strategic partnership between Sport England and Greater Manchester, to be formalised through a Memorandum of Understanding (MoU).

It was noted that Members of GMCA had endorsed the MoU at the earlier GM Health and Social Care Strategic Partnership Board meeting.

RESOLVED/-

To note the report and endorse the signing of the MoU between Sport England and Greater Manchester which was undertaken prior to the GMCA meeting.

144/16 DIGITAL INFRASTRUCTURE INVESTMENT – AN UPDATE ON GET DIGITAL FASTER (GM RURAL BROADBAND)

Councillor Richard Farnell, Portfolio Lead for Planning & Housing introduced a report which provided an update on the progress being made on the delivery of the Get Digital Faster programme (formerly known as GM Rural Superfast

Broadband) and to highlight the need to encourage the provision and take-up of superfast broadband services in order to support economic growth.

RESOLVED/-

To note the progress being made in rolling out superfast broadband speeds and considers how best provision and take-up can be promoted in the future in the context of the emerging GM Spatial Framework.

145/16 EXCLUSION OF PRESS AND PUBLIC

Members noted that as the commercially sensitive information was taken as read during the consideration of Greater Manchester Investment Framework and Conditional Approval (Minute 114/16) and Greater Manchester Housing Fund – Investment Strategy Update (Minute 115/16) the recommendation to exclude members of the press and public would not be moved.

**146/16 GREATER MANCHESTER INVESTMENT FRAMEWORK –
CONDITIONAL APPROVAL**

CLERK'S NOTE: This item was considered in support of the Part A Greater Manchester Investment Framework and Conditional Approval (Minute 141/16).

**147/16 GREATER MANCHESTER HOUSING FUND – INVESTMENT
STRATEGY UPDATE**

CLERK'S NOTE: This item was considered in support of the Part A Greater Manchester Housing Fund – Investment Strategy Update (Minute 142/16).

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DECISIONS AGREED AT THE MEETING OF THE JOINT GMCA AND AGMA EXECUTIVE, HELD ON FRIDAY 29 JULY 2016 AT BURY TOWN HALL, BURY

GM INTERIM MAYOR Tony Lloyd (in the Chair)

BOLTON COUNCIL Councillor Cliff Morris

BURY COUNCIL Councillor Rishi Shori

MANCHESTER CC Councillor Richard Leese

OLDHAM COUNCIL Councillor Jean Stretton

ROCHDALE MBC Councillor Richard Farnell

SALFORD CC City Mayor Paul Dennett

STOCKPORT MBC Councillor Alex Ganotis

TAMESIDE MBC Councillor Kieran Quinn

TRAFFORD COUNCIL Councillor Sean Anstee

WIGAN COUNCIL Councillor Peter Smith

JOINT BOARDS AND OTHER MEMBERS IN ATTENDANCE

GMFRA Councillor David Acton
GMWDA Councillor Nigel Murphy
TfGMC Councillor Andrew Fender

IN ATTENDANCE

GMCA and AGMA Scrutiny Pool Councillor Colin McLaren

OFFICERS IN ATTENDANCE

Margaret Asquith	Bolton Council
Mike Owen	Bury Council
Geoff Little	Manchester CC
Carolyn Wilkins	Oldham Council
Steve Rumbelow	Rochdale MBC
Jim Taylor	Salford CC
Eamonn Boylan	Stockport MBC
Steven Pleasant	Tameside MBC
Helen Jones	Trafford Council
Will Blandamer	Wigan Council

Peter O'Reilly

Ian Hopkins
Jon Lamonte
Simon Nokes
Adam Allen

Liz Treacy
Richard Paver
Andrew Lightfoot
Julie Connor
Paul Harris
Ross MacRae

Chief Fire Officer, GM Fire & Rescue Service

Chief Constable, GM Police
Chief Executive, TfGM

New Economy
Office of the Police & Crime Commissioner

GMCA Monitoring Officer
GMCA Treasurer

Deputy Head of the Paid Service
Head of GMIST

) Integrated Support Team
GMCA Media Lead

56/16 APOLOGIES

Apologies for absence were received and noted from Howard Bernstein, Theresa Grant, Donna Hall and Mark Hughes.

57/16 CHAIR'S ANNOUNCEMENTS AND URGENT BUSINESS

There were no announcements or matters of urgent business reported.

58/16 DECLARATIONS OF INTERESTS

There were no declarations of interest made.

59/16 MINUTES

- a. **Minutes of the AGMA Executive Board Annual Meeting held on 30 June 2016**

RESOLVED/-

To approve the minutes of the Annual meeting of the AGMA Executive Board held on 30 June 2016 as a correct record.

- b. **Minutes of the AGMA Executive Board Ordinary Meeting held on 30 June 2016**

RESOLVED/-

To approve the minutes of the ordinary meeting of the AGMA Executive Board held on 30 June 2016 as a correct record.

60/16 ROCHDALE MBC APPOINTMENT TO THE GREATER MANCHESTER REFORM EXECUTIVE MEMBERS GROUP

Members considered appointments to the Greater Manchester Reform Executive Members Group.

RESOLVED/-

To approve the appointment of Cllr Jacqui Beswick to the GM Reform Executive Members Group.

61/16 BURY APPOINTMENT TO THE JOINT GMCA & AGMA SCRUTINY POOL

Members considered a nomination from Bury Council to be appointed to the Joint GMCA & AGMA Scrutiny Pool for 2016/17.

RESOLVED/-

To note the change in representation of the Bury Council appointment to the Joint GMCA & AGMA Scrutiny Pool with Councillor Stella Smith replacing Councillor Jane Black for 2016/17.

62/16 FORWARD PLAN OF STRATEGIC DECISIONS OF JOINT GMCA & AGMA

Consideration was given to a report which advised Members of those strategic decisions that were to be considered by the Joint GMCA and AGMA Executive over the upcoming four months.

RESOLVED/-

To note the Forward Plan of Strategic Decisions, as set out in the report.

63/16 GREATER MANCHESTER JOINT SCRUTINY POOL TASK & FINISH GROUP

Councillor Sean Anstee, Portfolio Lead for Employment, Skills and Worklessness provided a report which set out the findings of the GM Scrutiny Pool's Task and Finish Group on education employment and skills. It was noted that the review was convened by Councillor Colin McLaren (Oldham) who was also in attendance to provide an overview on the work undertaken and set out the outcomes and recommendations of the Task and Finish Group.

Particular attention was given to public transport costs for students across Greater Manchester and it was noted that further work with regard to this matter was to be undertaken.

RESOLVED/-

1. To welcome the report and thank Members of the Scrutiny Pool's task and finish group for this valued piece of work.
2. To agree and support the following recommendations and note the reporting timetable:-
 - a. The **GM Skills Team** to provide Scrutiny with a note which:-
 - outlines GM's work on improving information advice and guidance (IAG) provision and specifies how many of GM's young people have access to gold standard 'Inspiring IAG'; and,
 - reviews the effectiveness of the way GM currently communicates its skills offer, particularly about apprenticeships.

September 2016
 - b. That the **GM Skills and Employment Partnership, GM Skills Team and GM Community and Voluntary Organisation (GMCVO)** ensure that support for schools, colleges, training providers and community and voluntary sector (CVS) organisations delivering employability skills is scaled up to match the challenge GM faces in delivering its employment aspirations.

October 2016
 - c. **GM Skills and Employment Partnership and district skills leads** to identify projects from across the conurbation that have a proven track record of successfully delivering employability skills. These projects should be promoted and celebrated, and, if appropriate, rollout their approach more widely.

October 2016
 - d. That GM's skills commissioners (the **Skills Funding Agency** and **New Economy**) to explain, and if necessary improve how their commissioning processes to support and reward the flexibility and responsiveness of smaller providers.

September 2016
 - e. That the **GM Skills Team, Public Services Reform Team** in partnership with **district skills leads** provide a report assessing the feasibility of providing a small GM-wide investment fund to support young people being assisted into education or training by small community and voluntary sector organisations. For example travel and training costs, and appropriate work clothing.

September 2016
 - f. That the **Greater Manchester Combined Authority** monitors the work of the **North West Construction Hub** and the **AGMA Procurement Hub** through an annual report to:-

October 2016

- ensure that the social value of contracts let via these routes is maximised in line with the GMCA Social Value Policy adopted in November 2014.
 - that **district skills leads** support those delivering contracts to help them fulfill their contract's social value commitments.
- g. Officers in the **North West Construction Hub** and the **AGMA Procurement Hub** build on the work already done with **procurement officers in districts** to develop common definitions of the way that postcodes are used to monitor social value outcomes in cases where GM districts can use their influence to determine the social value elements of contracts. This will help to ensure that the employment and other social value impacts deliver maximum benefit to GM residents. October 2016
- h. **GM Skills Team** ensures that the **NW Construction Hub** and the **AGMA Procurement Hub** have at least one link person per district who can support companies to deliver of social value and corporate social responsibility targets through providing linkages to training, school engagement and the local communities within districts. September 2016
- i. **Transport for Greater Manchester** continue to negotiate with **bus operators** to deliver an easy to understand fare offer, particularly for apprentices. This is an interim measure before GM acquires the potential, through legislative changes arising from the forthcoming Buses Bill, to secure greater influence over bus services. December 2016
- j. **Transport for Greater Manchester** continues work with the **GM Skills Team** to ensure that accurate journey planning information is easily available, understandable, and meets the needs of students. This is particularly important for multimodal and multi operator journeys. September 2016
- k. That the **GM Skills Team** should consider supporting apprentices with travel costs to promote and sustain individuals' learning, as participation in learning is something GM wants to encourage. September 2016
- l. The **GM Skills Team** ensure that the recommendations of GM's Area Based Review of post-16 education consider travel to learn patterns, and how existing travel support for young people can be better optimised in the light of any proposals to reconfigure GM's post-16 provision. September 2016

64/16 GREATER MANCHESTER STRATEGY ANNUAL REPORT

Report of Tony Lloyd, GM Interim Mayor to provide Leaders with the draft Greater Manchester Strategy (GMS) Annual Performance Report for their consideration and were invited to provide any views or recommendations prior to a final version being approved by Tony Lloyd, GM Interim Mayor.

RESOLVED/-

To note the report and agree to grant authority to the Head of the Paid Service, GMCA in consultation with Tony Lloyd, GM Interim Mayor, to agree the final published version of the GMS Annual Performance Report.

65/16 COMMUNITY RESILIENCE - PROPOSAL IN RESPECT OF GREATER MANCHESTER GOVERNANCE ARRANGEMENTS

Tony Lloyd, GM Interim Mayor and Police & Crime Commissioner and Councillor Rishi Shori, Portfolio Lead for Police & Crime presented a report which updated Members in respect of the statutory requirements outlined in the Prevent duty, highlight current issues facing Greater Manchester and to outline proposed governance arrangements to strengthen Greater Manchester oversight.

Members noted that the report also outlined opportunities in relation to building community resilience and draws parallels with the Greater Manchester complex safeguarding work, which forms part of the Review of Services for Children.

RESOLVED/-

1. To agree to adopt the proposals in respect of strengthened Greater Manchester governance arrangements in relation to the Building Resilient Communities agenda.
2. To adopt the Greater Manchester principles in relation to both partnership working and community engagement, as set out in the report.

66/16 100% BUSINESS RATES RETENTION PILOT

Councillor Kieran Quinn, Portfolio Lead for Investment and Finance introduced a report which provided Members with an update on previous the decision by Greater Manchester Councils, through AGMA, in relation to Business Rates and to outline current work in relation to the 100% Business Rates Retention Pilot.

A Member welcomed the pilot and commented that the benefits of the pilot were supported as long as it was not to the financial detriment of any individual local authority.

RESOLVED/-

- 1 To note the outcome of the operation of the Greater Manchester/Cheshire East Business Rates Pool in 2015/16.
- 2 To agree that the GM net proceeds, after allowing for agreed districts' shares, be transferred from AGMA reserves to the GMCA and the use of these proceeds be subject to a further report.
- 3 To note the continuation of discussions with the Department for Communities and Local Government (CLG) with regard to the operation of the Business Rates Growth Pilot and the likely scale of proceeds which are expected to arise from the agreed measurement of 'growth' during 2015/16.
- 4 To note the current state of discussions between Greater Manchester and CLG with regard to the 100% Business Rates Retention Pilot which will commence in April 2017.
- 5 To note that CLG have issued a consultation paper with regard to 100% Retention and that GM Treasurers will be working to prepare a response in consultation with the Portfolio Lead for Investment and Finance.
- 6 To request a further report on the 100% pilot once the framework is agreed with CLG; to include how the 'no detriment' position will be calculated and applied across Greater Manchester.

67/16 AGMA REVENUE UPDATE 2016/17

Councillor Kieran Quinn, Portfolio Lead for Investment and Finance provided a report which informed members of the 2016/17 forecast revenue outturn position as at end June 2016.

RESOLVED/-

1. To note the report and the current revenue outturn forecast for 2016/17 which is projecting a minor underspend of £29,000 against budget.
2. To approve the revisions to the revenue budget plan 2016/17 as identified in the report and described in paragraphs 1.2-1.5 of the report, including transfers from reserves as detailed in section 2.

68/16

**GREATER MANCHESTER METROPOLITAN DEBT
ADMINISTRATION FUND TREASURY MANAGEMENT
ACTIVITY AND FINAL ACCOUNTS 2015/16**



Councillor Kieran Quinn, Portfolio Lead for Investment and Finance presented a report which provided a summary of the Fund's Treasury Management Activities and presents the Final Accounts for the Financial Year 2015/16.

The meeting is asked to receive the report and approve the Final Accounts.

RESOLVED/-

That the 2015/16 activity and final accounts be approved.

DRAFT

SReport To:	EXECUTIVE CABINET
Date:	31 August 2016
Executive Member/ Reporting Officer:	Cllr Jim Fitzpatrick - First Deputy (Performance & Finance) Ian Duncan – Assistant Executive Director (Finance)
Subject:	CAPITAL MONITORING REPORT – OUTTURN
Report Summary	<p>This report summarises the capital monitoring position at 31 March 2016.</p> <p>The report shows total capital investment of £40.067m in 2015/16.</p> <p>Some schemes have been delivered earlier and some schemes will be delivered later than planned, and this is set out in the report.</p>
Recommendations:	<ul style="list-style-type: none">(i) That the 2015/16 capital outturn position is noted.(ii) That the capital financing statement for 2015/16 is approved.(iii) That the revised capital programme (including changes and reprofiling) is approved.(iv) That the current position in regards to Compulsory Purchase Orders (CPOs) and Indemnities is noted.(v) That the capital receipts position is noted.
Links to Community Strategy:	The Capital Programme ensures investment in the Council's infrastructure is in line with the Community Strategy.
Policy Implications:	In line with Council Policies.
Financial Implication: (Authorised by the Section 151 Officer)	<p>These are the subject of the report.</p> <p>Leading project managers must ensure that the management of each scheme is able to deliver projects on plan and within the allocated budget.</p>
Legal Implication: (Authorised by the Borough Solicitor)	It is a statutory requirement for the Council to set a balanced budget. It is important that the capital expenditure position is regularly monitored to ensure we are maintaining a balanced budget and to ensure that the priorities of the Council are being delivered.
Risk Management:	Failure to properly manage and monitor the Council's budget will lead to service failure and a loss of public confidence.
Access to Information:	<p>The background papers relating to his report can be inspected by contacting Ian Duncan, Assistant Executive Director, Finance by:</p> <p> phone: 0161 342 3864</p> <p> e-mail: ian.duncan@tameside.gov.uk</p>

1. INTRODUCTION

- 1.1 This is the final capital monitoring report for 2015/16, summarising the position as at 31 March. All Capital Monitoring reports are submitted to the Board, Strategic Planning and Capital Monitoring Panel, Executive Cabinet and Overview (Audit) Panel.
- 1.2 The report incorporates an update on major capital schemes and an update on Compulsory Purchase Orders (CPOs), indemnities, and potential liabilities.

2. KEY POINTS

- 2.1 The Council spent a total of £40.067m on capital investment in 2015/16, representing £7.472m less than the total programmed spend for the year (£47.539m). This is detailed in Section 3.
- 2.2 Section 3 also details schemes with an in-year variation in excess of £0.100m and seeks approval to re-profile the capital expenditure of the project to be reprofiled into 2016/17. An explanation for the need to re-profile the capital expenditure is also provided.
- 2.3 Table 1 below provides a high level summary of capital expenditure by service area.

Table 1: Overall capital outturn statement – 2015/16

CAPITAL OUTTURN STATEMENT - 2015/16			
	Annual Budget £000	Actual £000	Outturn Variation £000
<u>PEOPLE</u>			
Children's	16,550	14,662	(1,888)
Community Services	251	160	(91)
Public Health	1,034	965	(69)
<u>PLACES</u>			
AIPM	9,107	8,044	(1,063)
Development & Investment	7,039	6,076	(963)
Digital Tameside	2,150	1,252	(898)
Engineering Services	8,924	7,477	(1,447)
Environmental Health	72	74	2
Operations	404	151	(253)
Transport	1,206	1,205	(1)
Unallocated Resources	802	0	(802)
Total	47,539	40,067	(7,472)

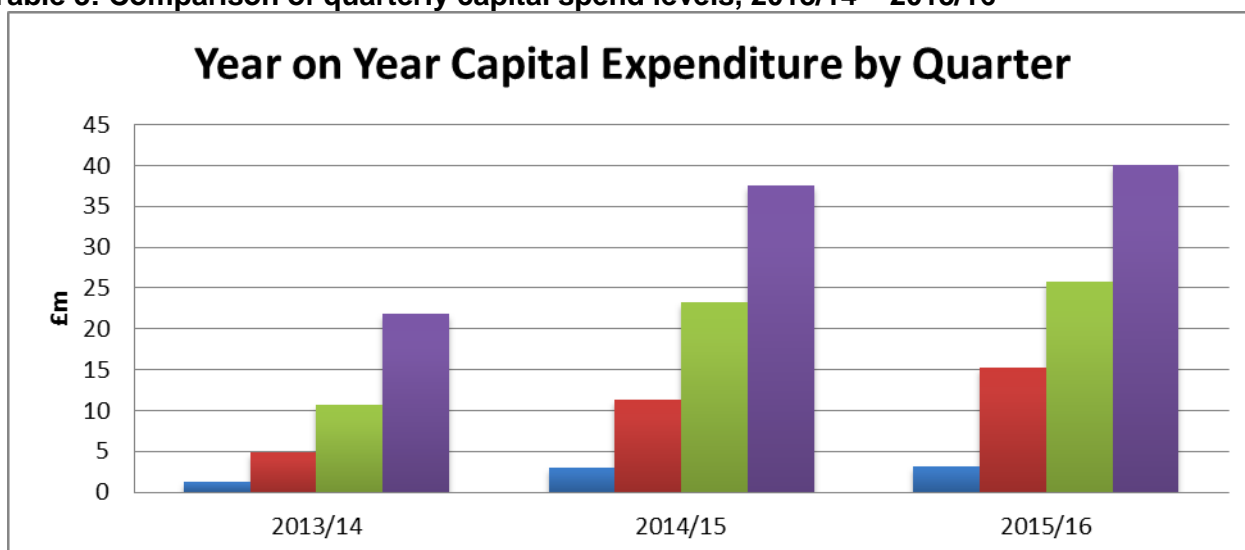
- 2.4 It is proposed that the capital investment programme is re-profiled to reflect current information. Proposed reprofiling of £6.534m into the next financial year will reduce this variation to £0.938m. This is identified within the individual service area tables below.
- 2.5 Table 2 below shows the resources used to finance 2015/16 Capital spend.

Table 2: Funding statement 2015/16

RESOURCES	£000
Capital Grants	22,282
Unsupported Capital Expenditure (Borrowing)	7,742
Capital Receipts	7,718
Corporate Resources	1,030
Revenue Contributions	780
Capital Contributions	515
Total	40,067

2.6 The chart below shows a year on year comparison of Capital expenditure on quarterly basis.

Table 3: Comparison of quarterly capital spend levels, 2013/14 – 2015/16



3. CAPITAL EXPENDITURE OUTTURN 2015/16

3.1 This section of the report provides an update of capital expenditure along with details of reprofiling to be approved and the overall projected outturn position of the various projects.

Education

3.2 The table below outlines the projected investment for Education Services. An explanation has also been provided where significant reprofiling is requested.

Table 4: Detail of Education Capital Investment Programme

Education Capital Programme Statement				
Capital Scheme	Revised 2015/16 Budget	Outturn	Outturn Variation	Reprofiling to be approved
Hyde targeted basic need new school	5,829	6,463	634	(634)
Ashton targeted basic need new school	2,173	2,155	(18)	18
Samuel Laycock targeted basic need extension	937	950	13	(5)
building schools for the future reserve - funding stream	683	0	(683)	683
devolved schools capital	487	487	0	0
yew tree - extension	469	471	2	0
ICT high schools - replacement ICT servers	440	419	(21)	0
specific capital reserve - funding stream	403	0	(403)	403
Aldwyn primary additional accommodation	400	122	(278)	278
Greswell primary roof heating & asbestos removal	363	329	(34)	34
Milton st john - lighting, power, and alarm replacement	315	315	(0)	0
replacement of Boyds walk	312	254	(58)	58
two year old entitlement grant - funding stream	281	17	(264)	264
primary capital programme - Russell Scott	276	20	(256)	256
Bradley green - roof repairs	230	220	(10)	0
gorse hall power and fire alarm	224	223	(1)	0
Wildbank lighting and power	212	212	0	0
other minor schemes	2,516	2,005	(511)	489
	16,550	14,662	(1,888)	1,844

Table 4b: Education Capital Investment Programme – reprofiling

Explanation of Reprofiling			
Service Area	Capital Project	Explanation for Reprofiling	Amount (£000)
Education	Hyde Targeted Basic Need New School	There has been a change to the payment profile of the scheme following the addition of the off-site highway works to the contract. This has led to additional payments being made in this financial year. The scheme budget will re-aligned to the revised payment profile in the new financial year. Overall project costs are currently expected to be in excess of the project budget but this will be monitored and reported during the next financial year and, if required, additional funding will be identified from within the current unallocated resources in the Education capital programme.	(634)

Education	Aldwyn Primary Additional Accommodation	The underspend is due to programme reprofiling with two main reasons. Firstly, the scale of the project required a more comprehensive procurement process through the LEP to mitigate the risks of cost overruns during the construction phase. Secondly, the main scheme cannot be started until confirmation of S77 consent from DfE. A Stage 2 report is expected imminently from the LEP and after VfM review and Council governance will enable building work to commence in the Autumn Term with anticipated completion in Summer 2017.	278
Education	Primary Capital Programme – Russell Scott	Additional budget was allocated to this scheme to deal with remaining issues with the school. As the final list of defects is progressed over the next year we will determine whether this needs to remain as allocated or returned to the Education capital programme.	256

Community Services

- 3.3 The table below outlines the projected investment for Community Services. Only minor reprofiling is required.

Table 5: Detail of Community Services Capital Investment Programme

Community Services Capital Programme Statement				
Capital Scheme	Revised 2015/16 Budget	Outturn	Outturn Variation	Reprofiling to be approved
safe and secure project (alleygating and burglary reduction)	136	98	(38)	38
supporting customer experience and contact	58	0	(58)	58
implementing the new library offer	49	63	14	(14)
street art in the community	8	0	(8)	8
Total	251	161	(90)	90

Public Health

- 3.4 The table below outlines the projected investment for Public Health.

Table 6: Detail of Public Health Capital Investment Programme

Public Health Capital Programme Statement				
capital scheme	Revised 2015/16 Budget	Outturn	Outturn Variation	Reprofiling to be approved
active playzone	711	711	0	0
Copley leisure centre boiler replacement	150	105	(45)	45
Hyde united fc	125	125	0	0

Droylsden youth centre	48	24	(24)	24
total	1,034	965	(69)	69

Asset Investment Partnership Management (AIPM)

3.5 The table below outlines the projected investment for AIPM. Explanations are also provided for reprofiling.

Table 7; Detail of Asset Investment Partnership Management (AIPM) capital programme

AIPM Capital Programme Statement				
Capital Scheme	Revised 2015/16 Budget	Actual	Outturn Variation	Reprofiling to be approved
vision tameside	6,029	5,902	(127)	127
CCTV Dukinfield town hall	850	736	(114)	114
building fabric works	800	661	(139)	139
opportunity purchase fund (individual approval required)	573	326	(247)	0
Mottram showground (opf)	165	4	(161)	161
wellington works	131	215	84	0
prep of outline planning applications / review of playing field provision	130	14	(116)	116
energy consumption pilot scheme Dukinfield town hall	110	64	(46)	46
structural, asbestos, mechanical and electrical surveys to inform decant and condition works	107	112	5	(5)
other minor works	212	8	(202)	202
Total	9,107	8,044	(1,063)	900

Table 7b: AIPM Investment Programme – reprofiling

Explanation of Reprofiling			
Service Area	Capital Project	Explanation for Reprofiling	Amount (£000)
AIPM	Vision Tameside	Project expenditure needs to be re-profiled due to the ongoing contract negotiations with the contractor.	127
AIPM	CCTV – Dukinfield Town Hall	The variation of £114k at outturn has arisen as a result of monies being held back due to works not yet completed. It is anticipated that this will be paid within the next financial year.	114
AIPM	Building Fabric Works	The outturn variance of £139k is due to overrunning and incomplete final works on a number of schemes.	139
AIPM	Mottram Showground	The progress on this scheme has been delayed. A provision needs to be maintained for future developments.	161

AIPM	Prep of Outline Planning Applications	This is ongoing work which is expected to complete by the end of summer 2016 following submission and agreement of planning permission.	116
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Development and Investment

- 3.6 The table below outlines the projected investment for Development and Investment. Explanations are also provided for the requested reprofiling.

Table 8: Detail of Development and Investment Capital Programme

Development and Investment Capital Programme Statement				
Capital Scheme	Revised 2015/16 Budget	Outturn	Outturn Variation	Reprofiling to be approved
Ashton old baths	2,702	2,657	(45)	45
Ashton town centre and civic square	2,477	2,025	(452)	452
disabled facilities grants	1,410	1,352	(58)	58
grant funding yet to be allocated	259	0	(259)	259
st Petersfield	75	(29)	(104)	104
gm broadband	54	56	2	0
Longlands mill	32	8	(24)	24
Hyde town centre	27	4	(23)	23
Ashton market hall incubator units	3	0	(3)	3
Godley hill development and access road	0	2	2	(2)
Total	7,039	6,076	(963)	965

Table 8b: Development and Investment Capital Investment Programme – reprofiling

Explanation of Reprofiling			
Service Area	Capital Project	Explanation for Reprofiling	Amount (£000)
Development and Investment	Ashton Town Centre and Civic Square	Anticipated spend on the new market stalls and paving materials has not yet been realised. This delay in spend is due to the AMS Project team re-sequencing the Programme to ensure the Market continues to function effectively during the works. Spend on the market stalls and paving materials is anticipated to be defrayed in the first quarter of the new financial year.	452
Development and Investment	St Petersfield	Underspend in year due to a VAT credit received in 2015/16 relating to 2014/15 expenditure.	104

Digital Tameside

- 3.7 The table below outlines the projected investment for Digital Tameside. An explanation for requested reprofiling is also provided.

Table 9: Detail of Digital Tameside Capital Investment Programme

Digital Tameside Capital Programme Statement				
Capital Scheme	Revised 2015/16 Budget	Outturn	Outturn Variation	Reprofiling to be approved
ICT - enablement project	1,455	730	(725)	725
working differently - it hardware & software	550	408	(142)	142
my home finance	100	100	0	0
disaster recovery site	45	0	(45)	45
town centre wifi	0	14	14	(14)
Total	2,150	1,252	(898)	898

Table 9b: Digital Tameside Capital Investment Programme – reprofiling

Explanation of Reprofiling			
Service Area	Capital Project	Explanation for Reprofiling	Amount (£000)
Digital Tameside	ICT Enablement Project	The variation of £725k at outturn has arisen as a result of project works which have commenced in 2015/16 but will run in line with the overall Vision Tameside project until 2018/19. Due to the nature of the project implementation is often phased over a number of months and as a result the costs incurred will cross multiple financial years, resulting in the rephasing of the budget. The works scheduled to be undertaken will continue to support the Vision Tameside project.	725
Digital Tameside	Working Differently	The variation of £142k at outturn has arisen as a result of the information@work and related document management rationalisation projects that are now scheduled for 2016/17. As a result the budget has been rephased to allow for spending in 2016/17.	142

Engineering Services

- 3.8 The table below outlines the projected investment for Engineering Services. Explanations are also included where reprofiling has been requested.

Table 10a: Detail of Engineering Services Capital Investment Programme

Engineers Capital Programme Statement				
Capital Scheme	Revised 2015/16 Budget	Outturn	Outturn Variation	Reprofiling to be approved
asda roundabout	1,118	1,035	(83)	0
Denton link road	750	616	(134)	134
challenge funding	750	301	(449)	449
led street lighting investment	530	392	(138)	138
cycle city ambition grant	511	519	8	0
bt roundabout	424	507	83	0
principal/nonprincipal roads - Ashton	410	354	(56)	56
principal/nonprincipal roads - Droylsden	241	216	(25)	25
Mossley road retaining wall continuation scheme	240	381	141	(141)
Richmond street bridge	219	219	0	0
principal/nonprincipal roads - Hyde	213	265	52	(52)
Shepley bridge	200	105	(95)	95
Wilson brook culvert	200	5	(195)	195
footway works	200	194	(6)	0
other minor schemes	2,918	2,368	(550)	615
Total	8,924	7,477	(1,447)	1,514

Table 10b: Detail of Engineering Services Capital Programme – reprofiling

Explanation of Reprofiling			
Service Area	Capital Project	Explanation for Reprofiling	Amount (£000)
Engineering	Denton Link road	Some utility diversion costs were not incurred by year end and will be continued into the next financial year.	134
Engineering	Challenge Funding	New procurement procedures delayed the return of tenders. Land ownership issues and negotiations have also contributed to the delays in spend. Schemes have had to be phased across financial years to avoid complications with the traffic management of other projects.	449

Engineering	LED Street Lighting Investment	Once the procurement process was finalised and the award made, it became apparent that the manufacture of the first batch of lanterns would take longer than first envisaged. The delivery of these lanterns delayed the installation programme and hence the underspend in year. The overall scheme is still on schedule to be completed by 2017/18 as originally planned.	138
Engineering	Mossley Road Retaining Wall Continuation	Tender price was higher than the estimated budget and actual works required further spend after investigation. The increased costs will be accommodated from within the overall structures budget.	(141)
Engineering	Wilson Brook Culvert	Scheme abandoned following subsequent confined space inspections revealing fair structural condition. Monies are being transferred to King Edward Rd Retaining Wall capital scheme.	195

Environmental Services

3.9 The table below outlines the projected investment for Environmental Services.

Table 11: Detail of Environmental Services Capital Investment Programme

Environmental Services Capital Programme Statement				
Capital Scheme	Revised 2015/16 Budget	Outturn	Outturn Variation	Reprofiling to be approved in this Quarter
allotment railings and infrastructure improvement	82	6	(76)	76
Rocher vale & Hulmes and hardy wood	80	51	(29)	29
childrens play	57	37	(20)	20
Dukinfield park improvements	42	2	(40)	40
guide lane former landfill site	40	44	4	(4)
retrofit (basic measures)	32	30	(2)	2
Sunnybank park - landscaping	27	8	(19)	19
Stamford park infrastructure	23	3	(20)	20
silver springs walking scheme	20	23	3	0
other minor schemes	73	22	(51)	50
Total	476	225	(251)	253

Transport

3.10 The table below outlines the projected investment for Transport.

Table 12: Detail of Transport Capital Investment Programme

Transport Capital Programme Statement				
Capital Scheme	Revised 2015/16 Budget	Outturn	Outturn Variation	Reprofiling to be approved
FLEET REPLACEMENT PROGRAMME	1,140	1,139	(1)	
PROCUREMENT OF 58 FLEET VEHICLES	66	67	1	
Total	1,206	1,206	0	0

4. COMPULSORY PURCHASE ORDERS, INDEMNITIES AND POTENTIAL LIABILITIES

Redmond Close

- 4.1 The Council have purchased and demolished property numbers 2 – 18 (evens). The original plan was for Property number 22 to remain in situ with a remedial solution to be installed, as the occupants refused to move. Property number 20 is adjoining number 22 and is to be demolished. The Council went through 2 unsuccessful tendering processes for the remedial works in an attempt to deliver the engineering solution inside an acceptable financial envelope. This has not been possible and a further report will be required to enable consideration of this matter by elected members.

Wellington Works

- 4.2 This is a complex compulsory purchase compensation matter, which involved lengthy litigation between the Council and the claimant. Consequently, costs of the most recent proceedings are outstanding as an amount has yet to be agreed.

Denton Link Road

- 4.3 The Council entered into a CPO Indemnity and Development Agreement with the owners of the site in 2008 (subsequently amended in 2011). Through the agreement, the Council is indemnified by the developer against the CPO costs and the costs of the related consents needed to facilitate and complete the development.
- 4.4 Following the confirmation of the CPO by the Secretary of State and non-receipt of blight notices to date, and changes to the overall project, the developer has requested a variation to the Development and a CPO Indemnity agreement to better reflect the current situation and enable the Council to assume responsibility for the delivery of the link road.
- 4.5 A General Vesting Declaration (GVD) has been executed for land required within the CPO. The Council is currently in the process of registering its legal title to the land with HM Land Registry
- 4.6 The Council has recently completed a variation to the CPO Indemnity and Development Agreement to enable the delivery of the link road. Land Transfer Agreements with the developer and other third parties are also being progressed.

Hattersley CPO

- 4.7 The Council is supporting the proposal for the development of the final phase of the new district centre for Hattersley. Outline planning consent was secured in February 2015 for a major retail development on land at the junction of Stockport Road and Ashworth Lane. The 75,000 square feet development will include new retail, food store and leisure units to enhance retail choice and amenities for local residents and thereby improving the long-term vitality and viability of Hattersley as a place to live.

- 4.8 The Council approved the making of a compulsory purchase order in respect of one outstanding property in June 2015 and is currently working with its partners, Peak Valley Housing Association and the Homes and Communities Agency, to secure the appointment of a developer partner. Peak Valley Housing Association will fully indemnify the Council's CPO costs through a CPO Indemnity Agreement.

5. CHANGES TO THE APPROVED 3 YEAR CAPITAL PROGRAMME

- 5.1 Since it was approved in February 2016, there has been an increase in the programme totalling £3.620m over the period 2015/16 – 2017/18. Full details are listed in **Appendix 1**.

6. CAPITAL RECEIPTS

- 6.1 With the exception of capital receipts earmarked as specific scheme funding, all other capital receipts are retained in the Capital Receipts Reserve and utilised as funding for the Council's corporately funded capital expenditure, together with any other available resources identified in the medium term financial strategy.
- 6.2 £11.3m of BSF Capital Receipts are to be repaid corporately, to repay temporary corporate funding of the Schools Capital Programme.
- 6.3 Receipts of £7.913m were generated from the disposal of Council assets in 2015/16

7. REVISED CAPITAL PROGRAMME

- 7.1 The revised capital programme is shown at **Appendix 3**, and includes requirements for reprofiling and other required changes.

APPENDIX 1

Changes to the Capital Programme

SERVICE	SCHEME	SOURCE OF FUNDING	BUDGET CHANGES 2015/16 £000	BUDGET CHANGES 2016/17 £000	BUDGET CHANGES 2017/18 £000	TOTAL £000
Amended Capital Programme 2015/16 Q3			57,099	53,318	51,412	161,829
A) Increases to the Programme						
Transport	Refuse Collection Fleet	Corporate		3,060		3,060
AIPM	Vision Tameside	Corporate	250			250
Engineering	Richmond Street Bridge	Grant	159			159
Cultural Services	Hyde United Fc	Receipts/Corporate	75	60		135
AIPM	Building Fabric Works	Corporate	135			135
Engineering	Principal/Non-principal Roads - Droylsden	Grant	131			131
Engineering	Principal/Non-principal Roads - Denton	Grant	103			103
Education	Ashton Targeted Basic Need New School	Grant	74			74
Education	Flowery Field FF&E For New School Project	RCCO	59			59
Education	Astley BSF Remodelling Works	Grant	40			40
Education	Wild bank Lighting And Power	Grant	32			32
Education	Milton Saint John Primary - Emergency Works	Grant	23			23
Education	Fairfield Car Park	Grant	19			19
Operations	Pocket Parks	Grant/RCCO	18			18
Education	BSF ICT Capital	Grant	16			16
Education	Gorse Hall Power And Fire Alarm	Grant	14			14
Education	Broadbottom Drainage Works	Grant	14			14
Education	Broadbottom Kitchen Extension (UIFSM 2)	Grant	11			11
Education	Gorse Hall Windows	Grant	10			10
Education	Universal Infant Free School Meals	Grant	7			7
Education	Broadoak Parking Improvements	RCCO	6			6
Education	St Anne's Denton Kitchen Extension (UIFSM 2)	Grant	6			6

Education	Samuel Laycock It Infrastructure	RCCO	1			1
			1,203	3,120	0	4,322
B) Reductions in Programme						
AIPM	Document Scanning	Corporate	(250)			(250)
Engineering	Principal/Non-principal Roads - Audenshaw	Grant	(203)			(203)
Engineering	Highways Maintenance Funding	Grant		(159)		(159)
Education	Milton St John - Lighting, Power, Alarm	Grant	(35)			(35)
Engineering	Principal/Non-principal Roads - Dukinfield	Grant	(33)			(33)
Education	St James Ashton Replacement Heating	Grant	(15)			(15)
Education	West End Primary Ashton Asbestos Removal	Grant	(7)			(7)
			(543)	(159)	0	(702)
C) Funding Transfers in Programme						
AIPM	Vision Tameside	Corporate	(4,003)	4,003		0
Transport	Procurement Of 58 Fleet Vehicles	Corporate	(2,442)	2,442		0
Digital Tameside	ICT - Enablement Project	Corporate	(642)	642		0
Education	Replacement Of Boyds Walk	Corporate	(600)	600		0
Education	Hyde Targeted Basic Need New School	Grant	(507)	507		0
Digital Tameside	Working Differently - It Hardware & Software	Corporate	(269)	269		0
Adult Services	Mental Health Project - Improving Service Access	Grant	(260)	260		0
Adult Services	IT Infrastructure	Grant	(237)	237		0
Adult Services	Transforming Adult Social Care	Grant	(169)	169		0
Sustainable Growth	St Petersfield	Corporate	(125)	125		0
Communities	Supporting Customer Experience And Contact	Corporate	(121)	121		0
Education	Hollingworth Kitchen & Dining Refurbishment	Grant	(118)	118		0
Engineering	Huddersfield Road Retaining Wall	Grant	(113)	113		0
Sustainable Growth	Godley Hill Development And Access Road	Corporate	(112)	112		0
Education	Stamford Demolition	Receipts	(92)	92		0
Education	Ashton Targeted Basic Need New School	Grant	(76)	76		0
Education	Seed Challenge: St James' Ce - Remodel Main	Grant	(73)	73		0

	Entrance, Toilets And Admin				
Education	Seed Challenge: St Anne's Denton - New Entrance Foyer, Reception And Secure Lobby	Grant	(49)	49	0
Education	Littlemoss Demolition	Receipts	(41)	41	0
Education	Micklehurst Fire Alarm Survey & Works	Grant	(40)	40	0
Education	BSF Droylsden Academy	Receipts	(33)	33	0
Education	SEN Review	Grant	(26)	26	0
Adult Services	Autism Innovation	Grant	(19)	19	0
Education	Greswell Primary Drainage	Grant	(17)	17	0
Education	Dane Bank Primary Seed Challenge	Grant	(13)	13	0
Education	The Heys Floor Replacement	Grant	(12)	12	0
Education	Heys Retaining Wall	Grant	(7)	7	0
Education	Samuel Laycock Targeted Basic Need Extension	Grant	(5)	5	0
AIPM	Reprofiling		(900)	900	0
Community Services	Reprofiling		(90)	90	0
Development & Investment	Reprofiling		(965)	965	0
Digital Tameside	Reprofiling		(899)	899	0
Education	Reprofiling		(1,844)	1,844	0
Engineering	Reprofiling		(1,514)	1,514	0
Environmental	Reprofiling		(253)	253	0
Public Health	Reprofiling		(69)	69	0
					0
					0
					0
			(16,755)	16,755	0
					0
			(16,095)	19,716	0
					3,620
			41,004	73,034	51,412
					165,450
	Net Changes to Programme				
	Capital Programme 2015/16 Outturn				

Notes:

RCCO stands for "Revenue Contribution to Capital Outlay" and describes where capital investment is funded from revenue sources.

AIPM stands for Asset Investment Partnership Management.

APPENDIX 2

Capital Financing Statement

	Annual Budget £000	Actual Expenditure £000	Borrowing £000	Grants & Other Contributions £000	Capital Receipts £000	RCCO & Reserves £000	Total £000
<u>PEOPLE</u>							
Adults	0	0	0	0	0	0	0
Children's	16,550	14,662	25	14,161	1	246	14,662
Community Services	251	160	160	0	0	0	160
Public Health	1,034	965	840	0	125	0	965
<u>PLACES</u>							
AIPM	9,107	8,044	1,658	0	6,387	0	8,044
Development & Investment	7,039	6,076	3,082	2,937	54	2	6,076
Digital Tameside	2,150	1,252	100	0	1,152	0	1,252
Engineering Services	8,924	7,477	1,084	5,575	0	819	7,477
Environmental Health	72	74	44	30	0	0	74
Operations	404	151	32	93	0	26	151
Transport	1,206	1,205	489	0	0	716	1,205
Subtotal	46,737	40,067	7,742	22,797	7,719	1,809	40,067

APPENDIX 3

Capital Programme (after reprofing)

	ESTIMATE 2015/16 £000	ESTIMATE 2016/17 £000	ESTIMATE 2017/18 £000	TOTAL £000
CAPITAL PROGRAMME 2015/16 - 2017/18				
Adult And Health Services				
Mental Health Project - Improving Service Access	0	260	0	260
It Infrastructure	0	237	0	237
Transforming Adult Social Care	0	169	0	169
Autism Innovation	0	19	0	19
BCF Adults Capital Grant	0	650	0	650
Adult And Health Services Total	0	1,335	0	1,335
AIPM				
Dukinfield Crematoria Clock Tower	0	98	0	98
Energy Consumption Pilot Scheme Dukinfield Town Hall	64	46	0	110
Knowle Avenue Depot / JW Lees Social Club Site	0	5	0	5
Mottram Showground (OPF)	4	161	0	165
Opportunity Purchase Fund (Individual Approval Required)	573	500	500	1,573
Stalybridge Civic Hall Roof Repairs	9	1	0	10
TAC CCTV Upgrade	0	25	0	25
Tac Fire Alarm Upgrade	0	20	0	20
Wellington Works	131	0	0	131
Vision Tameside	4,364	20,773	17,293	42,430
Decant Costs	1,350	0	0	1,350
Hyde Town Hall Lift	0	4	0	4
Development Of Former Stamford High School Site	0	50	0	50
Building Fabric Works	661	139	0	800
Prep Of Outline Planning Applications / Review Of Playing Field Provision	14	116	0	130
Public Realm	0	0	2,631	2,631
Document Scanning	92	158	0	250
Structural, Asbestos, Mechanical And Electrical Surveys To Inform Of Decant	112	0	0	112

And Condition Works				
CCTV Dukinfield Town Hall	736	114	0	850
VT - Programme Management Costs	96	0	0	96
Tame Street Emergency Generators	0	93	0	93
AIPM Total	8,206	22,303	20,424	50,933
Community Services				
Implementing The New Library Offer	63	166	0	229
Safe And Secure Project (Alleygating And Burglary Reduction)	98	38	0	136
Street Art In The Community	0	8	0	8
Supporting Customer Experience And Contact	0	179	0	179
Libraries In The 21St Century	0	573	0	573
Community Services Total	161	964	0	1,125
Education				
Basic Need - Funding Stream	0	3,895	6,543	10,438
Bradley Green - Roof Repairs	230	0	0	230
Bradley Green Primary - Funding Stream	0	30	0	30
BSF Droylsden Academy	0	33	0	33
Building Schools For The Future Reserve - Funding Stream	0	683	0	683
Devolved Schools Capital	487	0	0	487
Lyndhurst Primary School	1	3	0	4
Primary Capital Programme - Russell Scott	20	256	0	276
Ravensfield Primary School	0	11	0	11
Seed Challenge: St Anne's	0	49	0	49
Seed Challenge: St James' CE	4	73	0	77
Short Breaks Capital Grant - Funding Stream	0	88	0	88
Specific Capital Reserve	0	403	0	403
Two Year Old Entitlement Grant - Funding Stream	17	264	0	281
Work At Two Trees Due To Occupation By Russell Scott	61	0	0	61
Flowery Field FF&E For New School Project	97	0	0	97
Wildbank Electrical Works	22	0	0	22
Bradley Green Chimney Repairs	0	7	0	7

Heys Retaining Wall	0	7	0	7
Holden Clough FF&E For New School Project	126	15	0	141
Alder Buy Out Fitness Centre	0	1,000	0	1,000
Littlemoss Demolition	0	41	0	41
Astley BSF Remodelling Works	40	0	0	40
Samuel Laycock Targeted Basic Need Extension	942	0	0	942
Ashton Targeted Basic Need New School	2,155	94	0	2,249
Hyde Targeted Basic Need New School	6,463	481	0	6,944
Sen Review	0	26	0	26
BSF ICT Capital	16	0	0	16
Stamford Demolition	0	92	0	92
Funding Stream - Education Improvements	0	50	0	50
Funding Stream - EM800130 - RCCO Reserve	0	7	0	7
Universal Infant Free School Meals	143	0	0	143
Greswell Primary Roof Heating & Asbestos Removal	329	34	0	363
Flowery Field Primary Seed Challenge	25	0	0	25
Stalyhill Junior Seed Challenge	15	0	0	15
Holden Clough Seed Challenge	0	13	0	13
Manor Green Primary Seed Challenge	15	0	0	15
Milton St John Primary Seed Challenge	0	13	0	13
St Paul's Primary Hyde Seed Challenge	13	11	0	24
St Peter's Primary S/B Seed Challenge	7	0	0	7
St Thomas More Secondary Seed Challenge	0	25	0	25
Greswell Primary Drainage	0	17	0	17
Micklehurst Fire Alarm Survey & Works	0	40	0	40
Poplar Street Primary Seed Challenge	7	0	0	7
Russell Scott Primary Seed Challenge	0	25	0	25
Dane Bank Primary Seed Challenge	0	13	0	13
St Marys Droylsden Primary Seed Challenge	25	0	0	25
Aldwyn Primary Additional Accommodation	122	1,755	0	1,877
Broadoak Primary Seed Challenge	0	25	0	25
Ryecroft Hall Early Years - KS2 Remodelling	65	0	0	65

Discovery Academy - Remodelling/Furniture	0	115	0	115
Broadoak Remodelling Of ICT Room	40	0	0	40
Hollingworth Kitchen & Dining Refurbishment (UIFSM 2)	0	118	0	118
St Anne's Denton Kitchen Extension (UIFSM 2)	156	0	0	156
Broadbottom Kitchen Extension (UIFSM 2)	52	0	0	52
Broadoak Parking Improvements	86	0	0	86
ICT High Schools - Replacement ICT Servers	440	0	0	440
Yew Tree - Extension	469	0	0	469
Bradley Green, Corrie, Holden Clough - Access Improvement Works	15	0	0	15
Holden Clough - Remodelling	0	12	0	12
Audenshaw Primary - Emergency Work	170	0	0	170
Longdendale - Boiler House Chimney Removal	50	0	0	50
Holden Clough Additional Path	0	9	0	9
Milton St John Creation Of Bulge Class	0	40	0	40
Livingstone Remodelling/Extension	25	330	0	355
Samuel Laycock It Infrastructure Contribution	25	0	0	25
The Heys Floor Replacement	40	10	0	50
Gorse Hall Power And Fire Alarm	224	0	0	224
Wildbank Lighting And Power	212	0	0	212
Corrie Primary Heating	90	0	0	90
St James Ashton Replacement Heating	137	0	0	137
Milton St John Lighting, Power And Alarm Replacement	315	0	0	315
Fairfield Car Park Repairs	0	37	0	37
Gorse Hall Windows	26	0	0	26
BSF High School Telephone Lines	14	0	0	14
Flowery Field Additional Furniture For New Building	16	0	0	16
Linden Road Children's Centre - Refurbishment And Electrical	0	17	0	17
Milton St John Primary - Temporary Emergency Works	23	16	0	39
Inspire Academy - Pre-Opening Costs	71	44	0	115
Broadoak Primary School - FF&E For New Building	76	31	0	107
Mottram Primary - Production Kitchen (UIFSM2)	90	0	0	90
St James' Hattersley - Production Kitchen (Uifsm2)	103	3	0	106

St James' Hattersley - Additional Classroom	0	220	0	220
Disabled Access Works At Hurst Knoll, Stalyhill Infants & Bradley Green	32	8	0	40
St Damian's Classroom Alterations	0	250	0	250
Replacement Of Boyd's Walk	254	658	0	912
Broadbottom Drainage Works 2015	8	6	0	14
Education Total	14,705	11,503	6,543	32,751
Engineering Services				
A635 Manchester Rd / B6390 Audenshaw Rd	21	0	0	21
A670 Mossley Road(West) – Retaining Wall, Mossley	56	0	0	56
Alphagate Drive, Denton – Footway Lighting	10	0	0	10
Asda Roundabout	1,118	0	0	1,118
Ashton Northern Bypass - Stage 2	29	279	0	308
Asset Management Plan	100	0	0	100
Borough Wide Minor Works	14	0	0	14
Bridgeguard 3 Mitigation Measures	15	0	0	15
BT Roundabout	424	0	0	424
Bus Lane Enforcement	9	0	0	9
Carriageway Structural Maintenance	30	18	0	48
Congestion Performance Fund (Tranche 4)	24	3	0	27
Cycling	33	0	0	33
Lees Road / Queens Road, Ashton (Hurst Cross Junction)	14	0	0	14
Living Streets	3	8	0	11
Lord Sheldon Way, Ashton (Ikea Roundabout)	24	0	0	24
Peak Forest Canal Access Improvements	163	0	0	163
Pedestrian Crossing Improvements	10	0	0	10
Principal / General Bridge Inspections	50	0	0	50
Road Marking & Warning Sign Improvement Programme	17	0	0	17
Stockport Rd, Ashton – Puffin Crossing & 20Mph Zone Amendments	79	0	0	79
Strategic Highway Drainage Works	40	0	0	40
Strategic Route TROs	3	0	0	3
Strategic Surface Improvements	50	0	0	50
Street Lighting Scheme Continuation	185	0	0	185

Cycle City Ambition Grant	511	0	0	511
Whiteacre Road /Curzon Road Junction Improvements	149	0	0	149
Pinch Point Schemes	24	150	0	174
Shepley Bridge	200	0	0	200
Mossley Road Retaining Wall Continuation Scheme	240	0	0	240
Manchester Road Canal Bridge	130	0	0	130
Strategic HRA	50	0	0	50
Lower Bennett Street	0	16	0	16
Junction Improvements On/Off At J23 M60	20	359	0	379
Ashton Town Centre Access Improvements	15	181	0	196
Muse Developments	0	15	0	15
Led Street Lighting Investment	392	4,608	0	5,000
Highways Maintenance Funding	0	2,346	2,064	4,410
Hattersley Station Road	41	106	0	147
Clarendon Road Car Park, Hyde	1	62	0	63
The Longdendale Integrated Transport Strategy	0	480	0	480
The Longdendale Integrated Transport Strategy (Notional Element)	0	0	7,809	7,809
Pothole Funding	0	1,000	0	1,000
Public Rights Of Way	40	0	0	40
Principal/Non-principal Roads - Ashton	384	0	0	384
Principal/Non-principal Roads - Denton	142	0	0	142
Principal/Non-principal Roads - Dukinfield	110	0	0	110
Principal/Non-principal Roads - Audenshaw	39	0	0	39
Principal/Non-principal Roads - Droylsden	241	0	0	241
Principal/Non-principal Roads - Hyde	213	0	0	213
Principal/Non-principal Roads - Longdendale	12	0	0	12
Principal/Non-principal Roads - Mossley	38	0	0	38
Principal/Non-principal Roads - Stalybridge	99	0	0	99
Ashton-Stalybridge Cycle Route	60	400	0	460
Denton Link Road	616	1,293	0	1,909
CCAG School Partnership	157	31	0	188
Richmond Street Bridge	219	0	0	219

Huddersfield Road Retaining Wall	10	113	0	123
Walkerfold Culvert	75	0	0	75
Wilson Brook Culvert	200	0	0	200
Town Centre E70/Block Paving	30	0	0	30
Network Performance/Resilience	130	0	0	130
Challenge Funding	301	2,199	500	3,000
Engineering Services Total	7,410	13,667	10,373	31,450
Environmental Services				
Allotment Railings And Infrastructure Improvement	6	76	0	82
Carbon Reduction - Invest To Save Schemes Approval Required	0	311	0	311
Children's Play	37	20	0	57
Dukinfield Park Improvements	2	40	0	42
Green Space Improvements - Dukinfield	0	11	0	11
Green Space Improvements - Hyde	0	16	0	16
Guide Lane Former Landfill Site	44	465	0	509
Oak Park Improvements, Stalybridge	2	0	0	2
Retrofit (Basic Measures)	30	329	0	359
Stamford Park Infrastructure	3	20	0	23
Memorial Gardens Audenshaw	7	2	0	9
Scott Road Memorial Gardens, Droylsden	0	2	0	2
Sunnybank Park - Landscaping	8	19	0	27
Silver Springs Walking Scheme	20	0	0	20
Highway Replacement Tree Planting Access Works	6	9	0	15
Pocket Parks	7	11	0	18
Rocher Vale & Hulmes And Hardy Wood	51	29	0	80
Environmental Services Total	223	1,360	0	1,583
Transport				
Fleet Replacement Programme	1,140	0	0	1,140
Procurement Of 58 Fleet Vehicles	66	2,442	0	2,508
Refuse Collection Fleet	0	3,060	0	3,060
Transport Total	1,206	5,502	0	6,708

Digital Tameside

Working Differently - ICT Hardware & Software	408	411	0	819
My Home Finance	100	0	0	100
ICT - Enablement Project	730	1,367	0	2,097
Disaster Recovery Site	0	45	0	45
Digital By Design	0	124	17	142
Town Centre Wi-Fi	14	121	0	135

Digital Tameside Total

1,252	2,068	17	3,338
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Resources

Estimated Future Borrowing Approvals / Receipts	0	3,433	4,262	7,695
Repayment Of Prud Borrowing	804	607	721	2,132

Resources Total

804	4,040	4,983	9,827
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Development And Investment

Ashton Market Hall Incubator Units	0	3	0	3
Ashton Town Centre And Civic Square	2,025	3,052	0	5,077
Disabled Facilities Grants	1,352	1,216	0	2,568
Godley Hill Development And Access Road	2	110	0	112
Grant Funding Yet To Be Allocated	0	259	0	259
Hyde Town Centre	4	23	0	27
St Petersfield	0	229	0	229
Gm Broadband	25	0	0	25
Ashton Old Baths	2,657	45	0	2,702
Longlands Mill	8	24	0	32

Development And Investment Total

6,073	4,961	0	11,034
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Public Health

Copley Leisure Centre Boiler Replacement	105	45	0	150
Droylsden Youth Centre	24	24	0	48
Active Playzone	711	0	0	711
Active Tameside Wellness Centre & Wider Investment	0	4,848	9,072	13,920
Hyde United FC	125	415	0	540

Public Health Total

965	5,332	9,072	15,369
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Total

41,004

73,034

51,412

165,450

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Report To:	EXECUTIVE CABINET
Date:	31 August 2016
Executive Member/ Reporting Officer:	Cllr J Fitzpatrick - First Deputy (Performance & Finance) Ian Duncan– Assistant Executive Director (Finance)
Subject:	CAPITAL MONITORING QUARTER 1 2016/17
Report Summary	<p>This report summarises the capital monitoring position at 30th June 2016 based on information provided by project managers.</p> <p>The report shows projected capital investment of £68.572m by March 2017.</p> <p>Some schemes will be delivered earlier or later than planned, and this is set out in the report.</p>
Recommendations:	<ul style="list-style-type: none">(i) That the current capital budget monitoring position is noted.(ii) That the resources currently available to fund the capital programme are noted.(iii) That the re-phasing to reflect up-to-date investment profiles is approved.(iv) That the current position in regards to Compulsory Purchase Orders (CPOs) and Indemnities is noted.(v) That the changes to the capital programme are approved.(vi) That the capital receipts position is noted.(vii) The updated Prudential Indicator position is approved.
Links to Community Strategy:	The Capital Programme ensures investment in the Council's infrastructure is in line with the Community Strategy.
Policy Implications:	In line with Council Policies.
Financial Implication: (Authorised by the Section 151 Officer)	<p>These are the subject of the report.</p> <p>It should be noted that for many schemes, a number of pressures exist, including necessary changes to the programme of work and wider cost pressures in the construction market, and such present ongoing challenges. Those leading projects must ensure that the management of each scheme is able to deliver projects on plan and within the allocated budget.</p>
Legal Implication: (Authorised by the Borough Solicitor)	<p>It is a statutory requirement for the Council to set a balanced budget. It is important that the capital expenditure position is regularly monitored to ensure we are maintaining a balanced budget and to ensure that the priorities of the Council are being delivered. Receipts of £0.438m have been generated in year to date from the disposal of Council assets. The forecast proceeds from asset sales for the financial year is £5.19m. It is critical that these are delivered to reduce the associated revenue costs and meet the £11.3m of BSF Capital Receipts which are needed to repay previous temporary funding of the Schools Capital Programme. We also need to review any capital funding that can reduce revenue expenditure including Plantation Estate which has been raised by external auditors.</p>
Risk Management:	Failure to properly manage and monitor the Council's budget will

lead to service failure and a loss of public confidence.

Access to Information:

The background papers relating to his report can be inspected by contacting Ian Duncan, Assistant Executive Director, Governance, Resources and Pensions by:



phone: 0161 342 3864



e-mail: ian.duncan@tameside.gov.uk

1. INTRODUCTION

- 1.1 This is the first capital monitoring report for 2016/17, summarising the position as at 30 June. There will be three further monitoring statements during 2016/17. All Capital Monitoring reports are submitted to the Board, Strategic Planning and Capital Monitoring Panel, Executive Cabinet and Overview (Audit) Panel.
- 1.2 The report incorporates an update on major capital schemes and an update on Compulsory Purchase Orders (CPOs), indemnities, and potential liabilities.

2. KEY POINTS

- 2.1 The current forecast is for services areas to have spent £68.572m on capital investment by March 2017, which is £6.425m less than the current programmed spend.
- 2.2 This is detailed in section 3 of the report, explanations are also provided for capital projects with a projected variation of £0.100m or above over the life of the project.
- 2.3 Section 3 also details schemes with an in-year variation in excess of £0.100m and seeks approval to re-profile the capital expenditure of the project. An explanation for the need to re-profile the capital expenditure is also provided.
- 2.4 Table 1 below provides a high level summary of capital expenditure by service area.

Table 1: Overall capital monitoring statement April-June 2016

CAPITAL MONITORING STATEMENT - JUNE 2016				
	Annual Budget	Actual	Projected Outturn	Projected Outturn Variation
	£000	£000	£000	£000
<u>PEOPLE</u>				
Education	13,744	753	13,986	242
Stronger Communities	784	12	798	14
Active Tameside	4,503	12	4,503	0
Adult Services	685	0	685	0
<u>PLACES</u>				
AIPM	22,303	834	18,528	(3,775)
Development & Investment	5,611	1,048	5,611	0
Digital Tameside	2,068	71	1,468	(600)
Engineering Services	14,108	609	11,802	(2,306)
Environmental Health	1,105	1	1,105	0
Operations	325	25	325	0
Transport	5,541	384	5,541	0
Unallocated	4,220	0	4,220	0
Total	74,997	3,749	68,572	(6,425)

2.5 It is proposed that the capital investment programme is re-profiled to reflect current information. Proposed re-phasing of £6.782m into the next financial year is identified within the individual service area tables below.

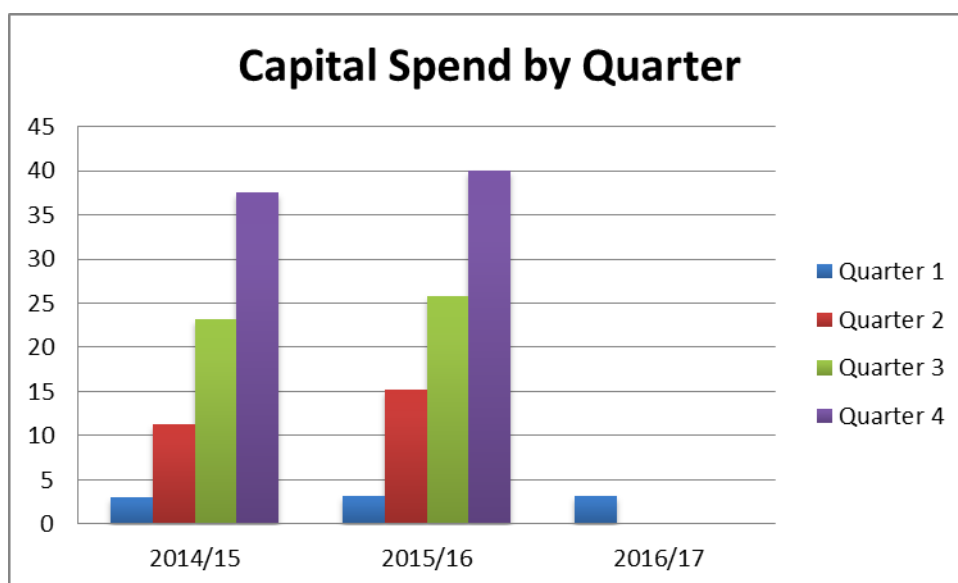
2.6 Table 2 below shows the current Resources funding the 2016/17 capital programme. The resourcing structure, however, is not final and the Assistant Executive Director (Finance) will make the best use of resources available at the end of the financial year.

Table 2: Funding statement 2016/17

Resources	£000
Capital Grants	22,396
Unsupported Capital Expenditure (Borrowing)	43,934
Revenue Contributions	5,879
Specific Capital Receipts	2,280
Capital Contributions	507
Total	74,997

2.7 The chart below shows a year on year comparison of capital expenditure on quarterly basis.

Table 3: Comparison of quarterly capital spend levels 2014/15 - 2016/17



3. CAPITAL EXPENDITURE TO DATE AND PROJECTED OUTTURN 2016/17

3.1 This section of the report provides an update of Capital expenditure to date along with details of re-phasing to be approved in this report and the overall projected outturn position of the Capital projects. Where variances of £0.100m and over are anticipated over the life of the scheme an explanation is also provided.

Education

- 3.2 The table below outlines the projected investment for Education services. An explanation has also been provided for the requested re-phasing.

Table 4: Detail of Education Capital Investment Programme

Education Capital Programme Statement					
Capital Scheme	2016/17 Budget	Actual	Projected Outturn	Projected Outturn Variation	Re-phasing to be approved in this Quarter
Basic Need - Funding Stream	2,956	0	2,956	0	
Aldwyn Primary Additional Accommodation	2,255	0	2,255	0	
Alder Buy Out Fitness Centre	1,000	0	1,000	0	
Building Schools For The Future Reserve - Funding Stream	683	0	683	0	
Replacement Of Boyds Walk	658	341	658	0	
Hyde Targeted Basic Need New School	481	254	668	187	
Devolved Schools Capital	473	0	473	0	
Specific Capital Reserve	403	0	403	0	
Livingstone Remodelling/Extension	375	38	375	0	
Greenside Lighting, Fire Alarm And Small Power	272	0	272	0	
Two Year Old Entitlement Grant - Funding Stream	264	28	264	0	
Primary Capital Programme - Russell Scott	256	0	256	0	
St Damian's Classroom Alterations	250	0	250	0	
St James' Hattersley - Additional Classroom	220	0	220	0	
Greenside Boiler And Fan Convectors	220	0	220	0	
Livingstone Heat Emitters And Pipework	192	0	192	0	
Arlies Fan Convectors, Controls And Radiator Covers	180	0	180	0	
School Condition Related Works Contingency	154	0	154	0	
Gorse Hall Small Power	147	0	147	0	
Waterloo Boiler And Heat Emitters	119	0	119	0	
Hollingworth Kitchen & Dining Refurbishment (UIFSM 2)	118	0	118	0	
Discovery Academy - Remodelling/Furniture	115	14	115	0	

Broadoak Primary External Areas	100	0	100	0	
St Anne's Denton Flat Roofs	100	0	100	0	
Other Minor Schemes	1,757	79	1,808	51	
Total	13,748	753	13,986	238	0

Table 4b: Education Capital Investment Programme – Variations

Explanation of Variations Over the Life of Projects			
Service Area	Capital Project	Explanation for Variation	Amount (£000)
Education	Hyde Targeted Basic Need New School	The spend in excess of budget mainly relate to non-contract costs including Section 248 works, legal fees, utilities and Estates/Engineers recharges. A request to fund this from unallocated Basic Need funding will be made to the next meeting of the Strategic Planning and Capital Monitoring Panel.	187

Community Services

- 3.3 The table below outlines the projected investment for Community Services. At present no re-phasing is required.

Table 5: Detail of Community Services Capital Investment Programme

Stronger Communities Capital Programme Statement					
Capital Scheme	2016/17 Budget	Actual	Projected Outturn	Projected Outturn Variation	Re-phasing to be approved in this Quarter
Libraries In The 21 st Century	559	0	573	14	
Supporting Customer Experience And Contact	179	0	179	0	
Safe And Secure Project (Alleygating And Burglary Reduction)	38	15	38	0	
Street Art In The Community	8	0	8	0	
Total	784	15	798	14	0

Active Tameside

- 3.4 The table below outlines the projected investment for Public Health. No rephasing is required at this time.

Table 6: Detail of Active Tameside Capital Investment Programme

Active Tameside Capital Programme Statement					
Capital Scheme	2016/17 Budget	Actual	Projected Outturn	Projected Outturn Variation	Re-phasing to be approved in this Quarter
Active Tameside Wellness Centre and Wider Investment	4,064	0	4,064	0	
Hyde United FC	415	5	415	0	
Droylsden Youth Centre	24	7	24	0	
Total	4,503	12	4,503	0	0

Adult Services

- 3.5 The table below outlines the projected investment for Adult Services. No rephasing is required at this time.

Table 7: Detail of Adult Services Capital Investment Programme

Adult Services Capital Programme Statement					
Capital Scheme	2016/17 Budget	Actual	Projected Outturn	Projected Outturn Variation	Re-phasing to be approved in this Quarter
Unallocated Funding	685	0	685	0	
Total	685	0	685	0	0

Asset Investment Partnership Management (AIPM)

- 3.6 The table below outlines the projected investment for AIPM. An explanation for requested rephasing is also provided.

Table 8: Detail of Asset Investment Partnership Management (AIPM) capital programme

AIPM Capital Programme Statement					
Capital Scheme	2016/17 Budget	Actual	Projected Outturn	Projected Outturn Variation	Re-phasing to be approved in this Quarter
Vision Tameside	20,778	660	17,000	(3,778)	(3,778)

Opportunity Purchase Fund (Individual Approval Required)	500	0	500	0	
Mottram Showground (OPF)	161	0	161	0	
Document Scanning	158	0	58	(100)	(100)
Building Fabric Works	139	0	139	0	
Prep Of Outline Planning Applications / Review Of Playing Field Provision	116	0	116	0	
CCTV Dukinfield Town Hall	114	124	167	53	
Dukinfield Crematoria Clock Tower	98	0	98	0	
Tame Street Emergency Generators	93	0	93	1	
Development Of Former Stamford High School Site	50	0	50	0	
Other Minor Schemes	96	50	146	50	
Total	22,303	834	18,528	(3,775)	(3,878)

Table 8b: Detail of AIPM Capital Programme – re-phasing

Explanation of Re-phasing at Quarter 1			
Service Area	Capital Project	Explanation for Re-phasing	Amount (£000)
AIPM	Vision Tameside & Document Scanning	The rephasing of this scheme takes in to account the construction milestone schedule timeframe for the new Admin Centre, which is estimated to be open around September 2018.	(3,878)

Development and Investment

- 3.7 The table below outlines the projected investment for Development and Investment. No rephasing is required at present.

Table 9: Detail of Development and Investment Capital Programme

Development and Investment Capital Programme Statement					
Capital Scheme	2016/17 Budget	Actual	Projected Outturn	Projected Outturn Variation	Re-phasing to be approved in this Quarter
Ashton Town Centre And Civic Square	3,052	777	3,052	0	
Disabled Facilities Grants	1,866	216	1,866	0	
Grant Funding Yet To Be Allocated	259	0	259	0	
St Petersfield	229	36	229	0	

Godley Hill Development And Access Road	110	0	110	0	
Ashton Old Baths	45	18	45	0	
Longlands Mill	24	0	24	0	
Hyde Town Centre	23	0	23	0	
Ashton Market Hall Incubator Units	3	0	3	0	
Total	5,611	1,048	5,611	0	0

Digital Tameside

- 3.8 The table below outlines the projected investment for Digital Tameside. At present no re-phasing is required.

Table 10: Detail of Digital Tameside Capital Investment Programme

Digital Tameside Capital Programme Statement					
Capital Scheme	2016/17 Budget	Actual	Projected Outturn	Projected Outturn Variation	Re-phasing to be approved in this Quarter
ICT – Vision Tameside	1,367	42	767	(600)	(600)
Working Differently - ICT Hardware & Software	411	3	411	0	
Digital By Design	124	15	124	0	
Town Centre Wi-Fi	121	11	121	0	
Disaster Recovery Site	45	0	45	0	
Total	2,068	71	1,468	(600)	(600)

Table 10b: Detail of Digital Tameside Capital Programme – re-phasing

Explanation of Re-phasing at Quarter 1			
Service Area	Capital Project	Explanation for Re-phasing	Amount (£000)
Digital Tameside	ICT – Vision Tameside	The rephasing of this scheme takes into account the timeframe in which works will be carried out on the new Admin Centre, which is estimated to open approximately September 2018.	(600)

Engineering Services

- 3.9 The table below outlines the projected investment for Engineering Services. Explanations are also included where re-phasing has been requested.

Table 11: Detail of Engineering Services Capital Investment Programme

Engineers Capital Programme Statement					
Capital Scheme	2016/17 Budget	Actual	Projected Outturn	Projected Outturn Variation	Re-phasing to be approved in this Quarter
LED Street Lighting Investment	4,608	53	2,304	(2,304)	(2,304)
Highways Maintenance Funding	2,605	396	2,605	0	
Challenge Funding	2,199	115	2,199	0	
Denton Link Road	1,467	22	1,467	0	
Pothole Funding	1,000	0	1,000	0	
The Longdendale Integrated Transport Strategy	480	0	480	0	
Ashton - Stalybridge Cycle Route	400	0	400	0	
Junction Improvements On/Off At J23 M60	359	0	359	0	
Ashton Northern Bypass - Stage 2	279	0	279	0	
Ashton Town Centre Improvements	181	0	181	0	
Pinch Point Schemes	150	17	150	0	
Huddersfield Road Retaining Wall	113	0	113	0	
Hattersley Station Road	106	0	106	0	
Other Minor Schemes	161	6	159	(2)	
Total	14,108	609	11,802	(2,306)	(2,304)

Table 11b: Detail of Engineering Services Capital Programme – re-phasing

Explanation of Re-phasing at Quarter 1			
Service Area	Capital Project	Explanation for Re-phasing	Amount (£000)
Engineering	LED Street Lighting Investment	Installation started in 2015/2016 with installation of LED lanterns continuing across the borough throughout 2016/2017 & 2017/2018. Rephasing is requested in order to better reflect the three year programme	(2,304)

Environmental Services

3.10 The table below outlines the projected investment for Environmental Services. No re-phasing has been requested.

Table 12: Detail of Environmental Services Capital Investment Programme

Environmental Services Capital Programme Statement					
Capital Scheme	2016/17 Budget	Actual	Projected Outturn	Projected Outturn Variation	Re-phasing to be approved in this Quarter
Guide Lane Former Landfill Site	465	1	465	0	
Retrofit (Basic Measures)	329	0	329	0	
Carbon Reduction - Invest To Save Schemes Approval Required	311	0	311	0	
Total	1,105	1	1,105	0	0

Operations

3.11 The table below outlines the projected investment for Operations

Table 13: Details of Operations Capital Investment Programme

Operations Capital Programme Statement					
Capital Scheme	2016/17 Budget	Actual	Projected Outturn	Projected Outturn Variation	Re-phasing to be approved in this Quarter
Allotment Railings And Infrastructure Improvement	76	0	76	0	
Dukinfield Park Improvements	40	5	40	0	
Tree Planting Programme	40	0	40	0	
Rocher Vale & Hulmes And Hardy Wood	29	10	29	0	
Children's Play	20	0	20	0	
Stamford Park Infrastructure	20	0	20	0	
War Memorials	20	0	20	0	
Sunnybank Park - Landscaping	19	2	19	0	
Green Space Improvements - Hyde	16	0	16	0	
Other Minor Schemes	45	8	45	0	
Total	325	25	325	0	0

Transport

3.12 The table below outlines the projected investment for Transport.

Table 14: Detail of Transport Capital Investment Programme

Transport Capital Programme Statement					
Capital Scheme	2016/17 Budget	Actual	Projected Outturn	Projected Outturn Variation	Re-phasing to be approved in this Quarter
Refuse Collection Fleet	3,060	0	3,060	0	
Procurement of 58 Fleet Vehicles	2,442	384	2,442	0	
Light Vans	39	0	39	0	
Total	5,541	384	5,541	0	0

4. COMPULSORY PURCHASE ORDERS, INDEMNITIES AND POTENTIAL LIABILITIES

Redmond Close

- 4.1 The Council has purchased and demolished property numbers 2 – 18 (evens). The original plan was for Property number 22 to remain in situ with a remedial solution to be installed, as the occupants refused to move. Property number 20 is adjoining number 22 and is to be demolished. The Council went through two unsuccessful tendering processes for the remedial works in an attempt to deliver the engineering solution inside an acceptable financial envelope. This has not been possible and a further report will be required to enable consideration of this matter by elected members.

Wellington Works

- 4.2 This is a complex compulsory purchase compensation matter, which involved lengthy litigation between the Council and the claimant. Consequently, costs of the most recent proceedings are outstanding as an amount has yet to be agreed.

Denton Link Road

- 4.3 The Council entered into a CPO Indemnity and Development Agreement with the owners of the site in 2008 (subsequently amended in 2011). Through the agreement, the Council is indemnified by the developer against the CPO costs and the costs of the related consents needed to facilitate and complete the development.
- 4.4 Following the confirmation of the CPO by the Secretary of State and non-receipt of blight notices to date, and changes to the overall project, the developer has requested a variation to the Development and a CPO Indemnity agreement to better reflect the current situation and enable the Council to assume responsibility for the delivery of the link road.
- 4.5 A General Vesting Declaration (GVD) has been executed for land required within the CPO. The Council is currently in the process of registering its legal title to the land with HM Land Registry
- 4.6 The Council has recently completed a variation to the CPO Indemnity and Development Agreement to enable the delivery of the link road. Land Transfer Agreements with the developer and other third parties are also being progressed.

Hattersley CPO

- 4.7 The Council is supporting the proposal for the development of the final phase of the new district centre for Hattersley. Outline planning consent was secured in February 2015 for a major retail development on land at the junction of Stockport Road and Ashworth Lane. The 75,000 square feet development will include new retail, food store and leisure units to enhance retail choice and amenities for local residents and thereby improving the long-term vitality and viability of Hattersley as a place to live.
- 4.8 The Council approved the making of a compulsory purchase order in respect of one outstanding property in June 2015 and is currently working with its partners, Peak Valley Housing Association and the Homes and Communities Agency, to secure the appointment of a developer partner. Peak Valley Housing Association will fully indemnify the Council's CPO costs through a CPO Indemnity Agreement.

5. CHANGES TO THE APPROVED 3 YEAR CAPITAL PROGRAMME

- 5.1 Since the previous Capital Monitoring report there has been an increase in the programme totalling £6.203m over the period 2016/17 – 2018/19 due to changes requested in other reports. These include significant investment in new Active Tameside facilities, reallocation of schools grant funding between schemes, and several smaller changes. Full details are listed in **Appendix 1**.

6. CAPITAL RECEIPTS

- 6.1 With the exception of capital receipts earmarked as specific scheme funding, all other capital receipts are retained in the Capital Receipts Reserve and utilised as funding for the Council's corporately funded capital expenditure, together with any other available resources identified in the medium term financial strategy.
- 6.2 £11.3m of BSF Capital Receipts are to be repaid corporately, to repay previous temporary funding of the Schools Capital Programme.
- 6.3 Receipts of £0.438m have been generated in year to date from the disposal of Council assets. The forecast proceeds from asset sales for the financial year is £5.19m

7. PRUDENTIAL INDICATORS

- 7.1 The CIPFA Prudential Code for Finance in Local Authorities was introduced as a result of the Local Government Act (2003) and was effective from 1 April 2004. The Code sets out indicators that must be demonstrated that the objectives of the Code are being fulfilled. The initial Prudential Indicators for 2016/17 and the following two years were set out by the Council in February 2016. The Capital Expenditure indicator has been updated to reflect the latest position.
- 7.2 The Prudential Indicators as at June 2016 are shown in **Appendix 2**.

APPENDIX 1

Changes to the Capital Programme

SERVICE	SCHEME	SOURCE OF FUNDING	BUDGET CHANGES 2016/17 £000	BUDGET CHANGES 2017/18 £000	BUDGET CHANGES 2018/19 £000	TOTAL £000
Original Capital Programme 2016/17 – 2018/19			73,034	51,412	7,891	132,337
A) Increases to the Programme						
Active Tameside	Active Tameside Wellness Centre & Wider Investment (Agreed March Executive Cabinet)	Borrowing	(829)	608	3,633	3,412
Education	Devolved Schools Capital	Devolved Schools Capital Grant	473			473
Education	Greenside Lighting, Fire Alarm And Small Power	School Condition Grant	272			272
Engineering Services	Highways Maintenance Funding	Highways Maintenance Grant	259			259
Education	Greenside Boiler And Fan Convectors	School Condition Grant	220			220
Education	Livingstone Heat Emitters And Pipework	Basic Need Grant	30			30
Education	Arlies Fan Convectors, Controls And Radiator Covers	Capital Maintenance Grant	180			180
Engineering Services	Denton Link Road	Grant	174			174
Education	School Condition Related Works Contingency	School Condition Grant	156			156
Education	Gorse Hall Small Power	School Condition Grant	147			147
Education	Waterloo Boiler And Heat Emitters	School Condition Grant	119			119
Education	St Anne's Denton Flat Roofs	School Condition Grant	100			100
Education	Dowson Lower School Heat Emitters	School Condition Grant	84			84
Education	Capital Maintenance - Funding Stream	Capital Maintenance Grant	68			68

Education	Stalyhill Infants Heat Emitters And Pipework	School Condition Grant	67			67
Education	Longdendale Science Labs	School Condition Grant	65			65
Education	Greswell Walls And Windows	School Condition Grant	50			50
Education	Dowson Infant Windows	School Condition Grant	50			50
Education	St Anne's Denton - Head Teacher's Office	Capital Maintenance Grant	41			41
Environmental Services	Tree Planting Programme	Developer Contributions	40			40
Transport	Light Vans (April 2016)	RCCO	39			39
Education	Arlies Mobile Classroom Roof	School Condition Grant	31			31
Education	Hurst Knoll Nursery Fan Convectors And Mobile Classroom Air Conditioning	School Condition Grant	30			30
Education	Rosehill Flooring	School Condition Grant	25			25
Education	Micklehurst Water Tower	School Condition Grant	20			20
Environmental Services	War Memorials	Developer Contributions	20			20
Environmental Services	Assheton Avenue Surfacing	Developer Contributions	10			10
Education	St Anne's Denton Kitchen Extension (UIFSM 2)	Capital Maintenance Grant	8			8
Engineering Services	Bus Lane Enforcement	Developer Contributions	8			8
Education	Milton St John's Drainage	School Condition Grant	5			5
			1,962	608	3,633	6,203
b) Funding Transfers in Programme						
Education	Basic Need - Funding Stream	Basic Need Grant	(939)			(939)
Education	Aldwyn Primary Additional Accommodation	Basic Need Grant	500			500

Education	Livingstone Heat Emitters And Pipework	Basic Need Grant	162				162
Education	Broad oak Primary External Areas	Basic Need Grant	100				100
Education	Livingstone Remodelling/Extension	Basic Need Grant	45				45
Education	St Johns Ce Dukinfield	Basic Need Grant	40				40
Education	The Heys Floor Replacement	Basic Need Grant	40				40
Education	Milton St John Creation Of Bulge Class	Basic Need Grant	20				20
Education	Furniture And Equipment Contributions - Basic Needs Schemes	Basic Need Grant	20				20
Education	Hollingworth Drainage	Basic Need Grant	12				12
Adult Services	BCF Capital Grant	Grant	(650)				(650)
Development & Investment	Disabled Facilities Grant	Grant	650				(650)
			0	0	0	0	0
	Net Changes		1,962	608	3,633	6,203	
	Capital Programme 2016/17 Q1		74,997	52,020	11,524	138,541	

Notes

RCCO stands for "Revenue Contribution to Capital Outlay" and describes where capital investment is funded from revenue sources.

AIPM stands for Asset Investment Partnership Management.

Education changes agreed as part of Education Capital Programme 2016/17 Report at March Executive Cabinet

APPENDIX 2

Prudential Indicators

Actuals v limits as at 06/07/2016

	limit	Actual @ 06/07/16	amount within limit
	£000's	£000's	
Operational Boundary for External Debt	£268,176	£119,530	-£148,646
Authorised Limit for External Debt	£288,176	£119,530	-£168,646
Upper Limit for fixed	£199,173	-£9,191	-£208,364
Upper Limit for variable	£66,391	-£34,255	-£100,646
Capital financing requirement	£199,173	£189,253	-£9,920
Capital expenditure	£72,788	£62,323	-£10,465

Prudential Indicators

Gross borrowing and the capital financing requirement	CFR @ 31/03/16 + increase years 1,2,3	Gross borrowing @ 06/07/16	amount within limit
	£199,173	£119,530	-£79,642

Maturity structure for borrowing 2016/17

Fixed rate

Under 12 months	0% to 15%	0.94%
12 months and within 24 months	0% to 15%	5.25%
24 months and within 5 years	0% to 30%	0.84%
5 years and within 10 years	0% to 40%	4.17%
10 years and above	50% to 100%	88.80%

Report To:	EXECUTIVE CABINET
Date:	31 August 2016
Executive Member/ Reporting Officer:	Cllr J Fitzpatrick - First Deputy (Performance and Finance) Ian Duncan – Assistant Executive Director (Finance)
Subject:	REVENUE MONITORING – QUARTER 1 2016/17
Report Summary:	<p>This report shows that at Quarter 1 the overall net service projected outturn revenue position for 2016/17 is £1.830m under budget. Strong budget management is required across the Council to ensure that its financial plans are achieved and that the Council is therefore able to control budgetary pressures in future years.</p> <p>The budget for corporate costs is currently forecast to be £4.822m within budget. This can change during the year and will be kept under review.</p>
Recommendations:	<ol style="list-style-type: none">1) That the changes to revenue budgets as set out at Appendix 1 are approved.2) That the projected revenue outturn position is noted.3) That the detail for each service area is noted;4) That the proposed payment arrangements in respect of Tameside Hospital are approved as set out in section of the report
Links to Community Strategy:	Budget is allocated in accordance with the Community Strategy.
Policy Implications:	Budget is allocated in accordance with Council Policy.
Financial Implications: (Authorised by the Section 151 Officer)	This first monitoring report for the current financial year forecasts that expenditure will be contained within the approved budget. This is important as a firm foundation is needed upon which to build plans to meet the challenges identified by the Medium Term Financial Strategy (MTFS) for the period 2016-2020.
Legal Implications: (Authorised by the Borough Solicitor)	There is a statutory duty to ensure the Council sets a balanced budget and that it is monitored to ensure statutory commitments are met.
Risk Management:	Failure to properly manage and monitor the Council's budgets will lead to service failure and a loss of public confidence.
Access to Information	The background papers relating to this report can be inspected by contacting the report writer, Ian Duncan, Assistant Executive Director (Finance) by:

 Telephone: 0161 342 3864

 e-mail: ian.duncan@tameside.gov.uk

1 INTRODUCTION

- 1.1 This is the first revenue monitoring report of the 2016/17 financial year. The report summarises the projected revenue outturn position for service areas of the Council at the 31 March 2017.
- 1.2 Details of the various sections and Appendices within the report are shown below:
- **Section 2:** changes to the budget since February 2016.
 - **Section 3:** a summary of the budget and revenue financial position for Service areas.
 - **Section 4 :** savings update.
 - **Section 5:** Business Rates and Council Tax collection performance.
 - **Section 6:** commentary about the financial challenges in the local health and social care economy.
 - **Section 7:** the recommendations of this report.
 - **Appendix 1:** details the changes to the Council's in-year revenue budget since March 2016. Included within these changes is the allocation of budget to ease pressures within services areas for example in respect of pay awards, the new living wage and increase contract prices, etc.
 - **Appendix 2:** details for each Directorate showing the revenue outturn position and:
 - an explanation of significant variations to budget;
 - an analysis of expenditure and income.
 - **Appendix 3:** analysis of the Council Tax and Business Rates collection performance.
 - **Appendix 4: Care Together Single Commissioning Board monitoring report for quarter 1.**
- 1.3 This report details Directorates' projected revenue outturn position for 2016/17 against budgets for the year and shows the net of income and expenditure as a variation to budget.
- 1.4 Also included within the report are details for those budgets that are held corporately and the projected outturn position. These budgets include the cost of capital financing, democracy and where service areas are unable to affect spend against budget e.g. AGMA costs.
- 1.5 Separate tables, which break down the budgets into elements of expenditure and income, are included in **Appendix 2**, to show how Directorates are utilising their allocated funding.

2 SUMMARY OF CHANGES TO THE BUDGET

- 2.1 There have been a number of changes to the 2016/17 budget as set out at **Appendix 1**. In summary, the budget has now moved from £168.6m to £162.3m. The changes in terms of value are in respect of:
- Allocation of balance brought forwards from 2015/16 to service areas;
 - Additional income as a result of the increase in Council Tax and Adult Social Care precept as agreed at the budget setting meeting in February 2016;
 - Amendment of accounting treatment in respect of grants and airport dividend.
- 2.2 There are also changes to budgets in service areas, the most significant are:
- Allocation to Children's £4m and Adults' services £8m for cost pressures, as previously approved and set out in the outturn revenue monitoring report;
 - The allocation of specific cost pressures to service budgets, including increased demographic costs and the financial impact of the Living Wage – total £4.331m.

The budget allocation to service areas to fund the additional costs of the recent changes to pay costs including national insurance increases – total £2.642m.

2.3 The table below details, by service area, the additional budgets that have been provided to alleviate pressures.

Table 1

	Director of People £000	Director of Place £000	Public Health £000	Governance and Resources £000	Total £000
Staffing related costs	1,450	744	69	379	2,642
Demographics	1,762				1,762
Inflation on contracts	993				993
Living Wage	1,576				1,576
Additional Budget for Adults & Children	12,000				12,000
Total Budget Increases	17,781	744	69	379	18,973

2.4 Other changes to the budget that were not known at the time of setting the budget have also been included. These don't have an impact to the overall net budget as expenditure and income are increased to reflect the change. An example is Education Support Grant.

3 SUMMARY OF THE FINANCIAL POSITION

3.1 This report shows that at Quarter 1 the service overall projected net revenue expenditure for the 2016/17 financial year is expected to be £1.830m less than the updated budget.

Table 2 – projected outturn revenue position for 2016/17

Directorate	Service	2016/17 Budget £000	Forecast Outturn £000	Variation to Budget £000
People	Childrens Social Care	23,973	24,551	578
People	Strategy and Early Intervention	1,906	1,775	(131)
People	Education	3,311	3,266	(45)
People	Adult and Early Intervention Services	41,980	43,261	1,281
People	Stronger Communities	6,995	6,906	(89)
	Total Director of People	78,165	79,759	1,594
Place	Asset and Investment Partnership Management	5,070	5,560	490
Place	Environmental Services	46,818	45,498	(1,320)
Place	Development Growth and Investment	2,222	2,107	(115)
Place	Digital Tameside	1,945	1,945	0
	Total Director of Place	56,055	55,110	(945)
Public Health	Director of Public Health	1,401	1,621	220
Governance and Resources	Director of Governance and Resources	9,996	7,297	(2,699)
	Total Service Position	145,617	143,787	(1,830)

- 3.2 The overall net position is for service expenditure to be within budget and is a combination of variances, both over and under budget, as summarised above. Fuller details are set out in **Appendix 2**.
- 3.3 The revenue position reported needs to be considered in the context of the Council's Medium Term Financial Strategy (MTFS). Below is a summary taken from the current MTFS which shows the £14 million savings 2016/17. This has already been incorporated into service areas budgets. The requirement identified in February 2016 was for £51 million to be achieved by 2019/20 as summarised below:

Table 3 Summary Current Approved Medium Term Financial Strategy

	2016/17 £000	2017/18 £000	2018/19 £000	2019/20 £000
Total Planned Expenditure	162,301	173,624	180,319	192,732
Total Estimated Resources	(162,301)	(157,574)	(146,749)	(141,639)
	0	16,050	33,570	51,093
Savings already allocated	14,100	0	0	0
Savings not yet allocated (annual)*		16,050	17,520	17,523
Savings not yet allocated (cumulative)		16,050	33,570	51,093

*Note £12m non-recurrent funding for Children and Adults needs to be addressed and is potentially additional to the figures above.

- 3.4 The targets for 2016/17 and future years are the current estimated position before any mitigating actions are put into place. This was the position in February 2016 and an update will be provided as part of the efficiency plan which is being prepared for submission to DCLG as part of the offer of a four year fixed settlement. This will be submitted for approval in September.
- 3.5 Future years' savings targets show that the Council has a major financial challenge going forward. The budgets that are held corporately are shown in the table below. These budgets will assist in the long term to enable the Council to deliver its Medium Term Financial Strategy.

Table 4

Directorate	Corporate Budgets	2016/17 Budget £000	Outturn £000	Variation to Budget £000
Other	Corporate Costs, Capital and Financing and Other Cost Pressures	16,684	11,862	(4,822)
	Total	16,684	11,862	(4,822)

These budgets are held to pay for corporate costs such as levies, loan debt etc. as well as the means to cope with in-year volatility.

4 SAVINGS

- 4.1 Savings targets were allocated in line with consideration of the Council's core purpose, policy priorities, and assessed risks. The Council agreed a savings target of £14 million for 2016/17 as part of a two year budget plan. Detailed savings proposals were drawn up for 2016/17 and agreed by Full Council in February 2015. The current forecast of the achievement of the savings target is shown in the table below:

Table 5

	2015/16 Savings Target £000	2016/17 Savings Target £000	Total	Balance to be achieved
People	17,186	5,856	23,042	-13,594 +12,000
Public Health	380	350 *	730	-
Place	2,228	-	2,228	-
Governance and Resources	556	-	556	-
Corporate Savings	700	3,589	4,289	-
Capital and Financing	3,000	4,305	7,305	-
Total	24,050	14,100	38,150	-1,594

* excludes reduction in Public Health grant of £363k

5 COUNCIL TAX AND BUSINESS RATES

- 5.1 The Business Rates Retention Scheme means that variations in the level of Business Rates income collected has a direct impact on Council resources. The level of Council Tax income collected remains an important area for the Council as any shortfall in the level of Council Tax income also has a direct impact on Council resources.
- 5.2 At quarter 1 both the level of Council Tax income is slightly under targeted collection rates and Business Rates are exceeding the target. Both areas will be closely monitored during the financial year and continue to target income collection. **Appendix 3** includes two tables that show how the Council is performing against target collection rates in both Business Rates and Council Tax.

6 CARE TOGETHER

- 6.1 Under Care Together a single body will commission health and social care services. The single commissioning function is made up from Tameside & Glossop Clinical Commissioning Group and Tameside Council. The Care Together vision is to significantly raise healthy life expectancy by focussing on health and care needs of communities with a view to achieving better prosperity, health and wellbeing and to deliver a clinically and financially sustainable health and social care service with the next five years.

6.2 On the financial front a first step was to enter into a section 75 agreement with Tameside and Glossop CCG to pool resources, with each organisation agreeing to be responsible for its own financial risks in this first year. The governance arrangements are that the Single Commissioning Management Team and the Single Commissioning Board receive regular budget monitoring reports and will agree mitigating actions as appropriate. The financial information in respect of council services provided to the single commissioning bodies is consistent with information included in the Council's budget monitoring reports albeit there can be timing differences between the two.

6.3 In working towards financial sustainability across the whole health and social care economy i.e. including Tameside Hospital Foundation Trust, a single consolidated financial report is now produced. This is showing a forecast collective deficit of £38 million in 2016/17 and this is forecast to grow in the following year. Short and medium term options are being worked upon to minimise this position. The latest consolidated report can be found at:

<http://tameside.moderngov.co.uk/documents/s8895/ITEM%204%20-%20CT%20Economy%20Revenue%20Monitoring%20Statement%20FINAL.pdf>

and is reproduced in **Appendix 4** to this report.

6.4 The three organisations continue to work together to identify financial solutions to support the overall economy. One opportunity that has been identified is for the Council to pay in advance for some services that will be delivered during the current financial year, the main one being Community Services. By making these payments earlier, which are worth approximately £2.4 million, it will allow the Hospital to defer use of an interim working capital support facility provided by the Department of Health thereby saving interest costs. The saving to the Hospital is in the order of £0.060m, from which the Council's lost investment opportunity of c.£0.010m will be reimbursed.

7 RECOMMENDATIONS

7.1 The recommendations of this report are noted at the front of the report.

APPENDIX 1

Budget changes Quarter 1 – for approval

	Director of People £000	Director of Place £000	Public Health £000	Governance and Resources £000	Corporate Budgets, Capital Financing and Corporate Pressures £000	Total £000
Feb 2016 Budget Report:	58,693	54,776	1,571	9,617	43,908	168,565
Quarter 1 Changes - To Be Approved						
Additions to Budget:						
• Council tax increase					2,851	2,851
• 2015/16 balances allocated		952				952
Amendment to Accounting Treatment:						
• Airport Dividend					(3,750)	(3,750)
• New Homes Bonus					(4,357)	(4,357)
• Small Business Rate Relief grant					(1,960)	(1,960)
• Education Services Grant (£2.538m)					Nil effect	Nil effect
Revised Budget - Q1 2016/17	58,693	55,728	1,571	9,617	36,692	162,301
Virement of Budgets						
Sale of Rassbottom Garage		26			(26)	0
Sale of garage sites		7			(7)	0
Plot 5 - Windmill Industrial Estate		10			(10)	0
CCTV – transfer function	232	(232)				0
Severance	28				(28)	0
Flood Defence Levy		2			(2)	0
2016/17 Budget Increase - Staffing related costs (see para 2.2)	1,450	744	69	379	(2,642)	0

2016/17 Budget Increase - Inflation/Demographic/Living Wage Pressures (see para 2.2)	4,331				(4,331)	0
Additional Budget for Adults & Children (see para 2.3)	12,000				(12,000)	0
Social Care Precept (2%)	1,429				(1,429)	0
Active Tameside transfer		239	(239)			0
Transport Levy - One off realignment of resources as per AGMA		(469)			469	0
Revised Budget - Q1 2016/17	78,165	56,055	1,401	9,996	16,684	162,301

APPENDIX 2

DIRECTOR OF PEOPLE

1. CHILDREN'S SERVICES

	2016/17 Budget £000	Outturn £000	Variation to Budget £000
Children's Social Care	23,973	24,551	578
Strategy and Early Intervention	1,906	1,775	(131)
Education	3,311	3,266	(45)
TOTAL	29,190	29,592	402

a. Overview

Reasons for the significant variations to budget:

	£000
<u>Children's</u>	
Employee Expenses inc. Agency and Training	
Staffing costs are under budget due to part year vacancies and other minor variations under £0.050m.	(28)
External Agency Placements - Residential/Fostering and 16+ Placements	
New placements that have come into the service from the start of the financial year, net effect of movement to higher/lower price care packages	553
Internal Carer Payments	
Minor variations under £0.050m	(21)
Direct Payments	
Minor variations under £0.050m	(8)
Transport Related Expenditure	
Minor variations under £0.050m	(4)
Other Expenditure	
Minor variations under £0.050m	82
Income	
Minor variations under £0.050m	4
Children's Total	<u>578</u>
	£000
<u>Strategy and Early Intervention</u>	
Employee Expenses	
Staffing costs are under budget due to maximising alternative funding sources, part year vacancies and other minor variations under £0.050m.	(192)
Transport	
Transport costs are over budget due to high spend in transporting young carers. This area is currently under review and we are seeking cost reductions.	62
Other Expenditure	

Minor variations under £0.050m	(11)
Use of one-off monies	
Minor variations under £0.050m	10
Strategy and Early Intervention Total	(131)

£000

Education

Employee Costs

Expenditure is below budget on employee costs due to the vacant Head of Schools Performance & Standards position (£0.085m), some part year vacancies (£0.043m) and other minor variations under £0.050m (203)

Special Education transport

Minor variations under £0.05m 44

Other Expenditure

Other Expenditure is below budget due to both the traded Governors Support (£0.064m) and Education Psychology (£0.047m) services spending less on external support and resources than originally planned, along with other minor variations of less than £0.050m. (105)

Non-Academy Schools Income

Income is less than budget for Non Academy Schools due to a reduction in the buy in from schools to the Behaviour for Learning & Inclusion Service (£0.148m) and the Governors Training Traded Service (£0.030m). 179

Academy Schools Income

Minor Variations Under £0.050m 46

Sales, Fees & Charges

Minor Variations Under £0.050m (6)

Education Total

(45)

2. ADULT AND EARLY INTERVENTION SERVICES

	2016/17 Budget £000	Outturn £000	Variation to Budget £000
Adult Social Care	41,980	43,261	1,281
TOTAL	41,980	43,261	1,281

a. Overview

£000

Adults and Early Intervention

Changes to Better Care Fund National conditions have resulted in £1.1m less funding being available for Adult Social Care core services. Costs associated with Direct payment agreements have also increased on last year's figure. 1,336

The CCTV service has transferred to Adults with insufficient funding further work to be done to understand the full costs associated with this service 184

Staffing budgets in Homemaker properties were set in conjunction with the service manager on the basis of assessed hours of need for individuals in each property, current indications are that these budgeted hours are above the requirement and therefore spend is less than the budget. Periodic reviews will be undertaken to ascertain the suitability of these budgeted hours (820)

Reduced client contributions towards residential and nursing care placements based on financial assessments of clients' ability to pay. There has also been a small increase in the number of people being placed into care homes. 470

Other variations across the service including DOL's costs to meet legal duties (£0.055m) and transport related spend (£0.047m) 111

Adults and Early Intervention Total 1,281

3. STRONGER COMMUNITIES

	2016/17 Budget £000	Outturn £000	Variation to Budget £000
Stronger Communities	6,995	6,906	(89)
TOTAL	6,995	6,906	(89)

a. Overview

£000

Reduction in Supporting People contracts in effect from part way through the year, full year effect will materialise in 2017/18 60

Contract variation for homelessness demographics due to change in legislation increasing demand not coming into effect until 1st October 2016 at the earliest (66)

Contract variation for supporting people & homelessness contracts to pay living wage not coming into effect until 1st October 2016 at the earliest (83)

Stronger Communities Total (89)

DIRECTOR OF PUBLIC HEALTH

4. DIRECTOR OF PUBLIC HEALTH

	2016/17 Budget £000	Outturn £000	Variation to Budget £000
Director of Public Health	1,401	1,621	220
TOTAL	1,401	1,621	220

a. Overview**£000**

2016/17 Public Health Grant Reduction

363

Efficiencies identified through reduction in contracts and staffing

(143)

Public Health Total**220**

DIRECTOR OF PLACE

5. ASSET AND INVESTMENT PARTNERSHIP MANAGEMENT

	2016/17 Budget £000	Outturn £000	Variation to Budget £000
Asset and Investment Partnership Management	5,070	5,560	490
TOTAL	5,070	5,560	490

a. Overview

£000

Corporate Landlord

The variation relates to an estimated cost of disposal costs relating to capital receipts where the expenditure is greater than that allowed to be netted against the capital receipt, for example small plots of land. 250

Ongoing expenditure in relation to building repairs and maintenance. 240

Corporate Landlord Total **490**

6. ENVIRONMENTAL SERVICES

	2016/17 Budget £000	Outturn £000	Variation to Budget £000
Environmental Services	46,818	45,498	(1,320)
TOTAL	46,818	45,498	(1,320)

a. Overview

£000

Employees Expenditure

Expenditure greater than budget for Employee costs as a result of additional staffing required for additional Blue and Brown bin collections 260

Other Expenditure

Expenditure in excess of budget for Additional Core Hire as a result of additional Blue and Brown Bin collections 198

Expenditure below budget for Street Lighting Energy as a result of the Implementation of LED Street Lighting replacement scheme (219)

Expenditure below budget that has been identified across the service following detailed review and challenge e.g. increases in fees and charges, review of security contracts and review of bulky waste (988)

Other minor variations under £0.050m (90)

Sales, Fees and Charges

Income anticipated to be in excess of budget for Car Parking Pay and Display Income	(191)
Income anticipated to be in excess of budget for Traffic Flow Management	(290)

Environmental Services Total **(1,320)**

7. DEVELOPMENT GROWTH AND INVESTMENT

	2016/17 Budget £000	Outturn £000	Variation to Budget £000
Development Growth and Investment	2,222	2,107	(115)
TOTAL	2,222	2,107	(115)

a. Overview

£000

Expenditure below budget for Employee costs as a result of vacant posts across the service and service re-design currently in progress. (100)

Savings planned for 2016/17 (15)

Development Growth and Investment Total **(115)**

8. DIGITAL TAMESIDE

	2016/17 Budget £000	Outturn £000	Variation to Budget £000
Digital Tameside	1,945	1,945	0
TOTAL	1,945	1,945	0

a. Overview

No variation to budget is projected for Digital Tameside.

DIRECTOR OF GOVERNANCE AND RESOURCES

9. DIRECTOR OF GOVERNANCE AND RESOURCES

	2016/17 Budget £000	Outturn £000	Variation to Budget £000
Director of Governance and Resources	9,996	7,297	(2,699)
TOTAL	9,996	7,297	(2,699)

a. Overview

£000

Savings as a result of severance, restrictions in recruitment and delays in the implementation of service redesign have resulted in a projected expenditure level of £1.329m under budget. (1,329)

Ongoing restrictions in expenditure have resulted in a projected expenditure level of £1.355m under budget. (1,355)

Income projected in excess of budget. (15)

Director of Governance and Resources Total **(2,699)**

CORPORATE BUDGETS

10. CORPORATE COSTS

Directorate	Corporate Budgets	2016/17 Budget £000	Outturn £000	Variation to Budget £000
Other	Corporate Costs, Capital and Financing and Other Cost Pressures	16,684	11,862	(4,822)
	Total	16,684	11,862	(4,822)

a. Overview

Corporate Costs include a range of central functions including Insurance, AGMA and Coroners costs and the cost of Democracy. Also included are budgets to cover the cost of the capital programme.

The main reasons for the projected spend of less than budget are:

- The Council have not undertaken any borrowing as at 30 June 2016
- Interest rates for borrowing are lower than estimated
- The Council has more cash than originally forecast and therefore the interest gained is greater than the budget.

- Ongoing restrictions in expenditure has resulted in a projected expenditure level of £0.470m under budget
- Ongoing efficiencies achieved as a result of the insurance review.

Any expenditure that is less than the budget will assist the Council's budget position in future years. It is imperative the Service areas continue to review their expenditure and accurately monitor future spend. Efficiencies made now will assist the future medium term financial strategy.

APPENDIX 3

The tables below detail how the Council is performing against target collection rates in both Business Rates and Council Tax. Arrears are pursued and recovery of current year arrears will continue in future years.

Council Tax In-year Collection Performance 2016/17				
	Cash Collected £m	Cash Collected %	Cash Target %	Variation %
April 2016	9.623	10.42	10.80	-0.38
May 2016	17.800	19.27	19.40	-0.13
June 2016	26.103	28.26	28.40	-0.14
July 2016			37.60	
August 2016			46.20	
September 2016			55.30	
October 2016			64.30	
November 2016			73.30	
December 2016			81.80	
January 2017			90.20	
February 2017			92.50	
March 2017			94.40	

Business Rates In-year Collection Performance 2016/17				
	Cash Collected £m	Cash Collected %	Cash Target %	Variation %
April 2016	10.789	17.18	10.70	+6.48
May 2016	15.863	25.33	18.80	+6.53
June 2016	20.918	33.65	28.80	+4.85
July 2016			38.30	
August 2016			46.70	
September 2016			55.10	
October 2016			63.50	
November 2016			72.10	
December 2016			79.50	
January 2017			88.20	
February 2017			92.70	
March 2017			96.20	

APPENDIX 4

Report to:	CARE TOGETHER SINGLE COMMISSIONING BOARD
Date:	2 August 2016
Officer of Single Commissioning Board	Kathy Roe – Director Of Finance – Single Commissioning Team Ian Duncan - Assistant Executive Director – Tameside Metropolitan Borough Council Finance Claire Yarwood – Director Of Finance – Tameside Hospital NHS Foundation Trust
Subject:	TAMESIDE & GLOSSOP CARE TOGETHER ECONOMY – 2016/17 REVENUE MONITORING STATEMENT AT 30 JUNE 2016 AND PROJECTED OUTTURN TO 31 MARCH 2017
Report Summary:	<p>This is a jointly prepared report of the Tameside & Glossop Care Together constituent organisations on the revenue financial position of the Economy.</p> <p>The report provides a 2016/2017 financial year update on the month 3 financial position (at 30 June 2016) and the projected outturn (at 31 March 2017).</p> <p>The Tameside & Glossop Care Together Single Commissioning Board are required to manage all resources within the Integrated Commissioning Fund. The CCG and the Council are also required to comply with their constituent organisations' statutory functions.</p> <p>A summary of the Tameside Hospital NHS Foundation Trust financial position is also included within the report. This is to ensure members have an awareness of the overall financial position of the whole Care Together economy and highlight the increased risk of achieving financial sustainability in the short term whilst also acknowledging the value required to bridge the gap next year and through to 2020/21.</p>
Recommendations:	<p>Single Commissioning Board Members are recommended :</p> <p>To note the 2016/2017 financial year update on the month 3 financial position (at 30 June 2016) and the projected outturn (at 31 March 2017).</p> <p>Acknowledge the significant level of savings required during the period 2016/17 to 2020/21 to deliver a balanced recurrent economy budget.</p> <p>Acknowledge the significant amount of financial risk in relation to achieving an economy balanced budget across this period.</p>
Financial Implications: (Authorised by the statutory Section 151 Officer & Chief Finance Officer)	<p>This report provides the financial position statement of the 2016/17 Care Together Economy for the period ending 30 June 2016 (Month 3 – 2016/17) together with a projection to 31 March 2017 for each of the three partner organisations.</p> <p>The report explains that there is a clear urgency to implement associated strategies to ensure the projected funding gap is addressed and closed on a recurrent basis across the whole</p>

economy.

Each constituent organisation will be responsible for the financing of any resulting deficit at 31 March 2017.

It should be noted that additional non recurrent budget has been allocated by the Council to Adult Services (£8 million) and Childrens' Services (£4 million) in 2016/17 to support the transition towards the delivery of a balanced budget within these services during the current financial year.

Section 5 of the report provides an update on the Transformation Fund business case submitted for the Tameside and Glossop economy to the GM Health and Social Care Partnership. It is clearly essential that the bid is approved to enable implementation of service transformation within the economy which will support the delivery of current and future year savings. The outcome of the submission is expected to be confirmed in early August 2016.

It should be noted that the Integrated Commissioning Fund for the partner Commissioner organisations will be bound by the terms within the existing Section 75 agreement and associated Financial Framework agreement which has been duly approved by both the Council and CCG.

**Legal Implications:
(Authorised by the Borough
Solicitor)**

**How do proposals align with
Health & Wellbeing Strategy?**

The Integrated Commissioning Fund supports the delivery of the Tameside and Glossop Health and Wellbeing Strategy

**How do proposals align with
Locality Plan?**

The Integrated Commissioning Fund supports the delivery of the Tameside and Glossop Locality Plan

**How do proposals align with
the Commissioning
Strategy?**

The Integrated Commissioning Fund supports the delivery of the Tameside and Glossop Single Commissioning Strategy

**Recommendations / views of
the Professional Reference
Group:**

A summary of this report is presented to the Professional Reference Group for reference.

**Public and Patient
Implications:**

Service reconfiguration and transformation has the patient at the forefront of any service re-design. The overarching objective of Care Together is to improve outcomes for all of our citizens whilst creating a high quality, clinically safe and financially sustainable health and social care system. The comments and views of our public and patients are incorporated into all services provided.

Quality Implications:

As above.

**How do the proposals help
to reduce health
inequalities?**

The reconfiguration and reform of services within Health and Social Care of the Tameside and Glossop economy will be delivered within the available resource allocations. Improved outcomes for the public and patients should reduce health inequalities across the economy.

What are the Equality and Diversity implications?

Equality and Diversity considerations are included in the re-design and transformation of all services

What are the safeguarding implications?

Safeguarding considerations are included in the re-design and transformation of all services

What are the Information Governance implications? Has a privacy impact assessment been conducted?

There are no information governance implications within this report and therefore a privacy impact assessment has not been carried out.

Risk Management:

These are detailed in Section 6 of the report

Access to Information :

Background papers relating to this report can be inspected by contacting :

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Telephone:0161 342 3726



e-mail: stephen.wilde@tameside.gov.uk

Tracey Simpson, Deputy Chief Finance Officer, Tameside and Glossop Clinical Commissioning Group



Telephone:0161 304 5449



e-mail: tracey.simpson@nhs.net

Ann Bracegirdle, Associate Director Of Finance, Tameside Hospital NHS Foundation Trust



Telephone:0161 922 5544



e-mail: Ann.Bracegirdle@tgh.nhs.uk

1. INTRODUCTION

- 1.1 This report aims to provide an update on the overall financial position of the economy as at Quarter 1 and to highlight the increased risk of achieving financial sustainability in the short term whilst we all acknowledge how much it will take to bridge the financial gap next year also.
- 1.2 The report includes the components of the Integrated Commissioning Fund (ICF) and the progress made in closing the financial gap for the 2016/17 financial year. The total ICF is approximately £442m in value (**Appendix C**), however this value is subject to change throughout the year as new Inter Authority Transfers (IATs) are actioned and allocations are amended.
- 1.3 The Tameside & Glossop Care Together Single Commissioning Board will be required to manage all resources within the Integrated Commissioning Fund and comply with both organisations' statutory functions from the single fund.
- 1.4 The 2016/17 financial year is particularly challenging due to the significant financial gap and the risk of QIPP schemes not being sufficiently developed to deliver the required level of efficiencies in year. This report also considers the financial risks of the ICF in 2016/17. Please refer to section 6 for further details.
- 1.5 It should be noted that section 2 of the report includes details of the financial position of the Tameside Hospital NHS Foundation Trust. This provides members with an awareness of the projected total financial challenge which the Tameside and Glossop economy is required to address during 2016/17.
- 1.6 Please note that any reference throughout this report to the Tameside and Glossop economy refers to the three partner organisations within the Care Together programme, namely:
 - Tameside Hospital NHS Foundation Trust
 - NHS Tameside and Glossop CCG
 - Tameside Metropolitan Borough Council

2 FINANCIAL SUMMARY

- 2.1 Table 1 details the 2016/17 budgets, expenditure and forecast outturn of the ICF and the Tameside Hospital NHS Foundation Trust. However there are a number of key risks that have to be managed within the economy during the financial year:-
 - Achievement of the original £21.5m projected commissioner financial gap (£13.5m T&G CCG and £8.0m TMBC);
 - Delivery of the £17.3m projected financial deficit (i.e. agreed control total) of Tameside Hospital NHS Foundation Trust;
 - Management of any potential over spend within Acute services. Any over spend would be an additional pressure over and above the financial gap stated above;
 - Ensure Parity of Esteem is achieved in relation to Mental Health Services;
 - Management of Care Home placements due to the volatility in this area;
 - Management of unexpected and complex dependency placements within Children's Services;
 - Emergency In-year reductions to Central Government resource allocations;
 - Pro-active management of Continuing Healthcare and Prescribing which are subject to volatility;
 - Remaining within the running cost allocation for 2016/17.

Table 1 – Summary of The Tameside and Glossop Economy – 2016/17

Tameside and Glossop Integrated Commissioning Fund 2016/2017

Description	Year to Date (M3)			Year End			Movement	
	Budget	Actual	Variance	Budget	Forecast	Variance	Previous Month	Movement in Month
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Acute	48,954	49,561	(607)	198,348	198,533	(185)	155	(340)
Mental Health	7,231	7,221	10	29,096	29,230	(134)	(135)	1
Primary Care	20,002	20,470	(468)	80,379	80,816	(437)	(489)	52
Continuing Care	3,693	4,077	(384)	14,236	14,443	(207)	(207)	0
Community	6,882	6,885	(3)	27,394	27,394	0	0	0
Other	7,460	6,138	1,322	23,434	22,877	557	442	115
QIPP	0	3,375	(3,375)	0	13,010	(13,010)	(13,238)	228
CCG Running Costs	1,243	1,113	130	5,162	4,756	406	234	172
CCG Sub Total	95,465	98,840	(3,375)	378,049	391,059	(13,010)	(13,238)	228
Adult Social Care & Early Intervention	8,673	9,970	(1,297)	38,072	43,260	(5,188)	(5,123)	(65)
Childrens Services, Strategy & Early Intervention	6,742	7,158	(416)	24,662	26,327	(1,665)	(1,594)	(71)
Public Health	(46)	217	(263)	1,591	2,643	(1,052)	(1,164)	112
TMBC Sub Total *	15,369	17,345	(1,976)	64,325	72,230	(7,905)	(7,881)	(24)
GRAND TOTAL	110,834	116,185	(5,351)	442,374	463,289	(20,915)	(21,119)	204

Tameside Hospital NHS Foundation Trust

	Year to Date (M3)			Year End			Movement	
	Plan	Actual	Variance	Plan	Actual	Variance	Previous Month	Movement in Month
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Net Surplus/(Deficit)	(5,525)	(5,317)	208	(17,300)	(17,300)	0		

Summary

Tameside & Glossop Commissioner - Projected Gap - 31 March 2017	(20,915)
Tameside Hospital NHS Foundation Trust - Projected Deficit - 31 March 2017	(17,300)
Tameside & Glossop Economy - Projected Gap - 31 March 2017	(38,215)

* Please note that accruals are included within the year end projections for the Council and not within the year to date totals. Projected expenditure and income within Council services is monitored on a monthly basis via data maintained within the respective service management information systems.

2.2 Assumptions included to deliver the Tameside Hospital NHS Foundation Trust projected deficit of £17.3m include:

Savings of £7.8 million (the FT's Cost Improvement Plan) are delivered (section 3.10 refers)

- £1.1 million of additional income is received for the use of independent sector providers (this will finance associated expenditure incurred);
- There is a small over performance on PbR commissioner contracts;
- £6.9 million Sustainability and Transformation funding is received (it should be noted that this is reliant on the condition that all financial and performance criteria is met);
- £17.3 million working capital/loan is received to finance the projected year end deficit position;
- The Trust bed base is not increased;
- No significant unfunded additional expenditure materialises;

2.3 If these assumptions are not realised, sensitivity analysis suggests there is a risk that the projected year end deficit could increase by £1.2 million (to a projected £18.5 million deficit). It should be noted that by the end of 2016/17, the Trust will have £52 million of repayable loans which have been borrowed to fund the deficit over the past 3 financial years. Repayment of this sum is scheduled to begin in 2018. However whilst it is anticipated the Department of Health will convert the loans into non repayable loans, the timescales and exact criteria required to facilitate this remains subject to confirmation.

3 FINANCIAL GAP

3.1 The Commissioner Financial Gap in 2016/17 for the ICF is £21.5m which includes £13.5m CCG QIPP target and an £8.0m TMBC financial savings target. It should be noted that this gap is a commissioner only gap. The economy wide position including the deficit at Tameside FT increases the scale of the challenge to £45.7m.

Commissioner Financial Gap

3.2 Table 2 lists the schemes identified to address the commissioner financial challenge and meet the QIPP targets in 2016/17. Each scheme is summarised with an evaluation of the risk of achievement and delivery in 2016/17.

Table 2 – Commissioner - Financial Gap Schemes (£'000) 2016/17

Scheme	16/17 Savings			Risk	Notes
	CCG	TMBC	Total		
SCHEMES WITH A QUANTIFIED FINANCIAL IMPACT IN 2016/17					
Public Health - savings found	0	217	217	G	Planned reduction to the annual Management fee payable to Active Tameside and additional incidental savings delivered within the service
Public Health - savings still to find	0	1,164	1,164	A	A proposal to reduce the Community Services contract by £ 0.220 million in 2016/17 is under consideration. It is expected that a decision will be known during quarter 2 of the current financial year. The temporary resourcing of the Active Tameside capital investment prudential borrowing repayments is also under consideration. The temporary resourcing arrangements will be replaced in future years via recurrent savings achieved from a significant reduction to the annual management fee payable.
Adult Social Care - savings still to find	0	4,905	4,905	R	The Council is currently in the process of identifying options to address the projected financial gap that is expected to arise during 2016/17. Updates will be reported within future monitoring reports. It should be noted that there is £ 0.283 million of additional expenditure which is expected to materialise during 2016/17. This is primarily related to additional CCTV service expenditure.
Childrens Social Care - savings found	0	120	120	G	Reduction to inflationary increases that were projected to materialise during 2016/17
Childrens Social Care - savings still to find	0	1,594	1,594	R	The Council is currently in the process of identifying further options to address the projected financial gap that is expected to arise during 2016/17. Updates will be reported within future monitoring reports.
Wheelchair Service	230	0	230	G	Contract now signed, guaranteeing 16/17 saving. Procurement exercise is on-going to determine scale of recurrent benefit.
ISCAN	230	0	230	G	Business case rejected at June PRG. Therefore money which was held in reserves is no longer required
RADAR	32	0	32	G	Money held in reserve in anticipation of additional spend with Greater Manchester West FT. No longer required.
MH Safer Staffing	100	0	100	A	Business case to PRG in August. Depending on outcome and subsequent negotiation with Pennine Care savings of upto £200k could be available.
Efficiency Savings: Admin Budgets	500	0	500	A	A small unallocated budget line exists against the opening admin budget (i.e difference between running costs allocation and forecast costs). Further savings/slippage possible following budget holder review and in the event of any staff vacancies. A separate paper was presented to SCB in July.
Efficiency Savings: Programme Budgets	500	0	500	A	Individual budget holder review meetings already held as part of budget setting process. Therefore all of the obvious savings have already been captured. However further reviews to identify slippage and savings will be held in year.
Risk Stratification/Review of high risk patients	1,000	0	1,000	A	Review by Practices of high risk patients via risk-strat information - All practices and neighbourhoods to be supported to analyse their risk stratification data and identify where support can be optimised to prevent unnecessary urgent and planned care system demand. Data has been shared with practices and benefits are expected from September onwards
Effective Use of Resources	500	0	500	A	Non-payment of un-authorised EUR procedures. Significant potential savings based on benchmarking data across GM. Monitoring and financial challenge system being finalised and will go live at the end of July to challenge M3 data. THFT implementing internal processes to prevent listing
GP Prescribing	1,000	0	1,000	R	Challenging target to reduce prescribing costs, building on schemes implemented in 15/16.
Total	4,092	8,000	12,092		
SCHEMES WITHOUT A QUANTIFIED FINANCIAL IMPACT IN 2016/17 - BUT WHERE WE ASPIRE TO REALISING SOME BENEFITS IN YEAR					
Neighbourhood Development	0	0	0		Part of the transformational funding request from devolution. Joint savings claimed in the business case (from neighbourhood development, home care and healthy lives) to stop future years activity growth and maintain at 16/17 plan levels. Dependent upon GM funding in order to realise the benefits. While the business case does not assume any savings until 2017/18, we hope to be able to bring forward some of the benefits to address the 16/17 QIPP challenge.
Home Care	0	0	0		Part of the transformational funding request from devolution. Joint savings claimed in the business case (from neighbourhood development, home care and healthy lives) to stop future years activity growth and maintain at 16/17 plan levels. Dependent upon GM funding in order to realise the benefits. While the business case does not assume any savings until 2017/18, we hope to be able to bring forward some of the benefits to address the 16/17 QIPP challenge.
Living Well - Self Care	0	0	0		Part of the transformational funding request from devolution. Joint savings claimed in the business case (from neighbourhood development, home care and healthy lives) to stop future years activity growth and maintain at 16/17 plan levels. Dependent upon GM funding in order to realise the benefits. While the business case does not assume any savings until 2017/18, we hope to be able to bring forward some of the benefits to address the 16/17 QIPP challenge.
Digital Health	0	0	0		Part of the transformational funding request from devolution. Digital Health Suite allowing care home residents/carers to consult on health conditions as they arise and allowing the person to be treated remotely which will reduce A&E attendances and emergency admissions. Savings dependent upon GM funding in order to realise the benefits. While the business case does not assume any savings until 2017/18, we hope to be able to bring forward some of the benefits to address the 16/17 QIPP challenge.
Home First	0	0	0		Admission Avoidance & Discharge to Assess. Part of the transformational funding request from devolution which should reduce length of stay allowing the FT to close wards. Early implementation pilot on 2 wards from June but full realisation of benefits is dependent upon GM funding.
Flexible Community Beds	0	0	0		Reconfiguration of intermediate care beds. Part of the transformational funding request from devolution. Savings dependent upon GM funding in order to realise the benefits.
Referral Management System	0	0	0		New referral management system reviewing all referrals. Will ensure availability of advice & guidance and appropriate use of diagnostics prior to consultation. Not part of the GM Devolution transformation fund bit but will require non-recurrent funding. Service design on-going and currently reviewing IM&T solution. Business case planned for September.
Integrated Elective Services	0	0	0		Bridging arrangements in place with Care UK / GM Primary Eye Care for 2016/17, with fully integrated service in place for MSK, ENT & ophthalmology through the ICO from April 2017. Pathway development on track. Service model due for approval December 2016.
Commissioning Improvement Scheme	0	0	0		GP led schemes to manage demand, reduce inappropriate referrals and ensure value for money. Practices may be eligible to receive a payment under the scheme in 2017/18 based on achievement at both individual practice and neighbourhood
Anti Coag Review	0	0	0		Work on-going in transformation directorate to standardise service across all providers and ensure appropriate level of follow up in secondary care
Estates	0	0	0		Potential savings against the budgeted payments to Propco/CHP
Total	0	0	0		
SAVINGS TARGET	13,500	8,000	21,500		
SAVINGS STILL TO FIND	9,408	0	9,408		
SAVINGS STILL TO FIND FOLLOWING OPTIMISM BIAS ADJUSTMENT	11,608	6,431	18,039		Assumes: 10% of red rated schemes will be realised in 2016/17. 50% of amber rated schemes will be realised in 2016/17. 100% of green rated schemes will be realised in 2016/17.

3.3 On a year to date basis £0.829m of savings have been achieved (the green rated schemes in the table), £0.492m of this relates to CCG schemes while £0.337m has been found at the Council.

- 3.4 In total £12.092m of savings have been identified, of which £7.499m have been risk rated red. £9.408m remains unidentified. We expect that some of this funding gap will be met by a combination of new schemes which will be brought forward, together with the implementation and acceleration of schemes which are included in the table but are not currently quantified. These schemes are unlikely to resolve the total gap meaning we have significant risk of non-delivery against the financial savings target in 2016/17. It is therefore essential that this risk is widely understood across the economy and all efforts channelled in addressing this problem to ensure the provision of clinically safe and sustainable services for our residents.
- 3.5 If we make an assumption that we will be unable to realise all of amber and red rated savings in 2016/17 and apply some optimism bias, the total savings which still need to be identified by the Commissioners increases to £18.039m.
- 3.6 At the CCG Finance Committee in June a number of options were considered to address the residual gap on the assumption that we will be unable to address this using activity backed recurrent schemes.
- 3.7 On the assumption we are able to enact the options discussed, this would appear to be sufficient to address the CCG financial position on a non-recurrent basis in 2016/17. However it is important to understand that some of the interventions would in effect be a form of financial support which we would need to repay in 2017/18. As things stand the extent of the ICF financial gap for 2017/18 is projected to be £44.6m, which may increase further.
- 3.8 One final point to acknowledge is that the 2016/17 CCG QIPP target assumes that expenditure on secondary care, CHC, prescribing and other areas at risk of overspending against plan are assumed to perform in line with plan. If we have significant over spend in these areas we will have to review our options for addressing the gap.
- 3.9 The Council is currently in the process of identifying options to address the projected financial gap that is expected to arise during 2016/17. It is anticipated that the outcome be reported within future monitoring reports.

Tameside Hospital NHS Foundation Trust Efficiency Savings

- 3.10 Table 3 provides a summary of the Tameside Hospital NHS Foundation Trust efficiency savings for delivery in 2016/17

Table 3 -Tameside Hospital NHS Foundation Trust: Efficiency Savings Programme 2016/17

	Month 3 - Year to Date			Year End Forecast		
	Plan (£'000)	Actual (£'000)	Variance (£'000)	Plan (£'000)	Actual (£'000)	Variance (£'000)
In Year Total Savings	1,392	1,327	(65)	7,832	7,832	0
Recurrent Savings	1,392	349	(1,043)	7,832	4,568	(3,264)

- 3.10.1 Although the savings are forecast to deliver in year, only 58% are recurrent which will result in a financial pressure in 2017/18 if recurrent savings are not identified.
- 3.10.2 £1.4 m of the recurrent savings have a high risk of delivery. These schemes include reduction in use of medical agency by recruiting substantively and service reconfigurations.
- 3.11 Whilst the current priority of the economy is to deliver a balanced budget during the current financial year, it is essential that additional efficiency schemes are progressed at scale and with urgency to address the projected financial gap the economy will need to address in the next and subsequent financial years. A summary of the projected gap for each financial year to 2020/21 is provided within table 4.

Table 4 – Projected Tameside and Glossop Economy Financial Gap

T&G Projected Financial Gap	2016-17 £'000	2017-18 £'000	2018-19 £'000	2019-20 £'000	2020-21 £'000
Tameside MBC	8,000	22,114	22,601	21,752	25,837
Tameside & Glossop CCG	13,500	22,485	22,083	22,209	18,547
Tameside FT (after CIP)	*24,200	24,380	24,686	25,049	25,786
Economy Wide Gap	45,700	68,979	69,370	69,010	70,170

* This represents the underlying recurrent financial position at THFT. However, the Trust is in receipt of £ 6.9 million sustainability funding in 2016/17 resulting in a planned deficit of £ 17.3 million (referred to in section 2, table 1)

4 MONTH 3 UPDATE

Acute

- 4.1 The overall Acute budgets are forecast to over spend by (£0.185m) at year end. It must be noted only 2 months of activity data has been received at the time of writing therefore there is an element of risk associated with these figures. Activity will be monitored closely on a month by month basis.
- 4.2 Table 5 below details the position of our main acute providers, which contribute £0.053m of the total overspend:-

Table 5 - Main Acute Providers

Provider	Year to Date			Forecast		
	Budget	Actual	Variance	Budget	Actual	Variance
	£000's	£000's	£000's	£000's	£000's	£000's
TFT	31,290	31,802	(512)	127,075	127,075	0
CMFT	5,586	5,648	(62)	22,280	22,531	(251)
SFT	2,977	2,820	158	11,969	11,795	174
UHSM	1,619	1,763	(143)	6,568	6,675	(107)
PAHT	1,000	926	74	4,029	3,904	125
SRFT	808	891	(83)	3,226	3,338	(112)
WWL	346	314	33	1,409	1,291	118
BOLT	20	20	0	80	80	0
TOTAL	43,647	44,182	(535)	176,635	176,687	(53)

4.3 Tameside FT

- 4.3.1 Contract is over spending by (£0.512m) on a year to date (YTD) basis based on month 2 data. Despite this significant YTD variance we continue to forecast a year end break even position.
- 4.3.2 This is due to transformational schemes which are expected to be implemented from M07 onwards and which are anticipated will reduce activity back into line with budget by the end of the year.

- 4.3.3 The risk associated with the forecast position needs to be appreciated within the context of the risk/gain share agreed as part of the contract, where a floor/ceiling has been set at £0.500m above/below this contract value. In the eventuality that full year overspend is in excess of this ceiling, premium payments of 50% are triggered. Based on the current levels of overspend and if the final contract reconciliation point was today, this clause would be triggered and over performance of £0.802m would be payable. This is not captured within the current financial position and poses a significant financial risk to the CCG which has been recorded in the risk register. It is imperative that action is taken in the months to come to ensure that agreed transformation schemes are implemented to drive down activity to the contracted level. This is in the financial interests of both provider (who have a marginal cost in excess of tariff) and commissioner (who do not have the resource to fund the overspend). Conversations are being progressed at director level in order to determine how to move forward with this risk.
- 4.3.4 In addition to the direct PbR tariff cost and volume pressures covered in the narrative below, the FT have identified cost pressures related to premiums they are paying to the commercial sector (£0.141m) and in relation to uncharged excess bed days for patients whose spell of care crossed the previous and current financial year (approximately £0.200m). These pressures are not included in either the YTD or forecast positions of the CCG, which presents a further risk but is something which will need to be resolved within the context of the risk share agreement and as part of the director level conversation alluded to above.
- 4.3.5 Within the reported YTD position, elective activity is 5.3% above planned activity levels resulting in an over spend of (£0.170m). The majority of this overspend is driven by Trauma & Orthopaedics (£0.100m), General Surgery (£0.038m) and Gastro (£0.024m). An additional provision of £0.005m per month has been allowed for growing over performance within Trauma & Orthopaedics.
- 4.3.6 Emergency Care is over spending by (£0.140m) based on month 2 data which is due to pressures within Ambulatory Care (£0.148m). The increased use of ambulatory care is in line with our Care Together service redesign intentions yet the expected corresponding move away from high cost admissions has not been realised within month 2 data. In addition, Deep Vein Thrombosis treatments are over spending by (£0.038m) raising concerns around implementation of the D-Dimer scheme. This is being reviewed with the commissioning team. It is noted that the tariff for ambulatory care is based on same day emergency care tariff hence this isn't a direct saving to the commissioner, however this is more cost effective for the local health economy.
- 4.3.7 Non-Elective Non-Emergency care is over spending by (£0.125m), which is due to pressures on Maternity / Obstetrics activity. This overspend at Tameside FT sits within the context of a marked increase in antenatal pathways at a number of other providers, but births which are at or below plan. An exercise will be completed for month 4 to review maternity pathways across all providers to ensure we understand the cost drivers, look for potential double counts and ensure forecasts for future births reconcile to validated antenatal pathways.
- 4.4 **Stockport FT**
- 4.4.1 Stockport is currently underspent by £0.158m based on month 2 activity data. This is due to an underspend within elective and day case services of £0.112m across multiple specialties, in particular Urology and Trauma & Orthopaedics. This trend is likely to continue and is offset by an increase in day case activity hence this has been reflected in both the YTD and full year forecast.
- 4.4.2 The stroke pathway is underspent by £0.040m based on month 2 activity and this has been recognised in the values presented. The forecast position to year end has been set to plan

until certainty has been established with regards to the activity trend. In addition, the 2016/17 annual plan was increased by £0.100m at the request of Stockport based on expected growth hence the forecast to plan is prudent to this expected growth. Close review will continue in M04 and M05.

4.5 Central Manchester FT (CMFT)

4.5.1 CMFT is overspent by (£0.062m) based on month 2 data. The forecast position to year end is an over spend of (£0.162m). There are two main issues that feature in the YTD position.

4.5.1 Age Related Macular Degeneration (AMD) is (£0.088m) over spent year to date. It is expected that this pressure will come back into line with plan once more accurate data is received in M04 and M05. It is noted that due to the financial envelope the plan was negotiated down for 2016/17. Activity will be closely monitored during quarter 2 in order to establish the true driver for the over spend.

4.5.2 Transport - The forecast out turn for Transport is over spent by (£0.054m) due to a 2 month extension of the Easy Go contract for renal dialysis patients which is due to transfer to North West Ambulance Service.

4.6 The CCG has now received the final month 12 freeze files for its acute trusts in relation to 2015/16. The CCG has a cross year benefit of £0.206m on its acute contracts with the majority of this being with the University Hospital of South Manchester (UHSM) (£0.196m).

4.6.1 There is an over spend within the independent sector of (£0.156m) which covers a range of services including MRI scans. This was a planned movement of service between TFT and the private sector factored into the 2016/17 contract. The expectation was for activity levels to reduce at TFT and increase with private providers. The budget allocation for the reduction of the 2016/17 plan is currently within CCG reserves.

4.7 Mental Health

4.7.1 The Mental Health budgets forecast an over spend of (£0.135m) at year end which is in line with last month's position. This is largely due to additional placements within the non continuing health care (CHC) service which were not included within the baseline budget. As with the CHC placements this continues to remain an area of volatility and risk. Work continues to take place between the finance team and the CHC team to fully review and potentially amend the current CHC and Non CHC database which will evolve over the coming weeks.

4.7.2 Confirmation has been received from Greater Manchester West FT regarding funding of the RADAR service. As noted in last month's report the CCG held a reserve of £0.032m based on the worst case scenario. This is now no longer required and has been released as a recurrent QIPP saving.

4.7.3 The non-achievement of elements of the 2015/16 CQUIN within CAMHS has created a £0.035m cross year benefit which will aid the CCG's overall financial position in 2016/17.

4.7.4 As notified to NHSE it is assumed that the 2016/17 Parity of Esteem will be met, if not exceeded (due to additional costs being incurred within Non CHC). This continues to be one area that will be monitored on a monthly basis both internally and externally by NHSE.

4.8 Primary Care

4.8.1 Month 3 Primary Care is forecast to overspend by (£0.468m). The main financial pressure in this area is prescribing. The CCG has a cross year pressure from Prescribing of £0.216m. This pressure has increased from month 2 due to additional pressure from the VAT element of Out of Hours. Month 1 data has now been received for 2016/17. Using this

data and the trend in the final quarter of 2015/16, an estimate has been made that at year end, there will be an overspend of (£0.500m).

4.8.2 The CCG in its final plan submission had allocated a £1m QIPP target to prescribing for 2016/17. There is a separate report detailing a number of potential prescribing QIPP schemes for 2016/17 that will be presented to the CCG Finance & QIPP Committee. The Medicines Management team continue to work with GP practices managing their prescribing costs and repeat orders etc. but until the CCG begins to see a reduction in its prescribing costs through the Prescribing Monitoring Document (PMD) reports, a year end forecast position of a (£0.500m) overspend is felt to be more realistic. Therefore in order for the CCG to achieve the prescribing QIPP target in 2016/17 the CCG would need to implement schemes that actually achieve savings of £1.5m compared to the current forecast. April 16 Prescribing data is now available and the overspend in month is in line with the M2 forecast. Finance are currently working with the Prescribing team to fully review and understand the underlying reasons.

4.8.3 The other significant area of spend within primary care is co-commissioned primary care, which is a budget jointly managed with NHS England and covers core contract payments to GP practices. Performance in this area is broadly in line with budgets. We do not anticipate any significant pressures or risks to materialise over the next few months therefore the full year forecast is consistent with the YTD position at £0.067m underspend against a budget of £30.5m.

4.9 **Continuing Care**

4.9.1 The month 3 forecast outturn position for CHC remains as an overspend of (£0.207m). Work is continuing between the finance team and the CHC team to fully review the detail in the CHC Database and remove some potential duplication. There has been an increase in the number of patients on the CHC database between month 2 and 3, however, a significant number of these are Fast Track patients who should have a shorter length of stay. The forecast position has continued in line with the prior month, but there is a degree of risk associated with this position.

4.9.2 A high priority for finance in July is to conduct a systematic patient level review of the CHC position which looks at estimated discharge dates in more detail. This will ensure that where a patient has more than one package of care or where the package of care is due to change, there are no double counted values. This will therefore provide assurance that the M4 forecast is as robust as it possibly can be.

4.10 **CCG Running Costs**

4.10.1 The CCG running cost allocation has been reduced in 2016/17 by £0.040m in line with NHS England guidance, which means the total budget for 2016/17 is £5.162m. The CCG is forecast to under spend on running costs by £0.406m at year end. Table 6 below shows the analysis of running costs by each directorate.

Table 6 – CCG Running Costs 2016/17

	WTE	£000's	£000's	£000's
<u>Directorate</u>	<u>Estab</u>	<u>Budget</u>	<u>Forecast</u>	<u>Variance</u>
Commissioning	15.36	747	757	(10)
Finance	13.03	750	673	77
CEO / Board Office	2.28	688	547	141
Chair / Non Execs	0.60	218	218	0
Communication & PR	5.00	233	184	49
Corporate Governance	9.80	455	449	6
Human Resources	1.50	45	38	7
IM&T	3.00	259	224	35
IM&T Projects	0.00	175	176	(1)
Nursing Directorate	2.00	115	113	2
Contract Management	4.40	323	251	72
Estates	0.00	430	430	0
Corporate / Other	1.00	724	696	28
TOTAL	57.97	5,162	4,756	406

Adult Social Care (Including Early Intervention)

- 4.11 **Residential and Nursing Care Homes** - The 2015/16 gross expenditure on Residential & Nursing Care home placements was £24.858m (net expenditure was £13.976m when allowing for client contributions and income from partner organisations).
- 4.12 The Council are engaging closely with the provider market to establish a new model of fees across bed types. It is expected that there will be ongoing pressures from providers in future years to increase fees as their cost base increases due to the introduction of the National Living Wage. It should be noted that the Care Together Single Commissioning Board approved an increase to the fees payable to providers on 7 June 2016 (backdated to 1 April 2016).
- 4.13 The Council are mid-range compared to other NW Local Authorities in terms of placement numbers into Residential & Nursing care for over 65's but will seek to improve the position to be top quartile performers as new models of care are implemented.
- 4.14 **Homecare** - The 2015/16 gross expenditure on Homecare was £6.161m (net expenditure was £3.658m when allowing for client contributions and income from partner organisations).
- 4.15 There have been instances of provider failure over the last 18 months which has led to capacity concerns across the homecare market.
- 4.16 The Care Together Single Commissioning Board approved an increase to the hourly rate payable to providers on 7 June 2016 (backdated to 1 April 2016) as a result of the implementation of the National Living Wage from 1 April 2016.
- 4.17 The service continues to review existing commitments in line with statutory responsibilities to deliver a balanced budget by the end of the financial year. Associated progress will be included within further monitoring reports during 2016/17.

Childrens' Services (including Strategy and Early Intervention)

- 4.18 The Service Improvement Board identifies and reviews savings opportunities whilst adhering to statutory responsibilities and managing unexpected and complex need placement demand pressures on the service budget. Associated progress will again be included within further monitoring reports during 2016/17.

Public Health

- 4.19 Current proposals to reduce the fee payable to Active Tameside for management and operation of the leisure estate will materialise during 2016/17. This will result in a cost saving to the Council of £0.350m per annum (as a minimum from 2017/18) as Active Tameside improves its financial self-sufficiency via capital investment by the Council in the estate.
- 4.20 The Directorate are engaging in negotiations on existing Public Health contracts. Details of potential cost efficiencies will be provided in future reports as the service manages the impact of reductions to the Public Health grant during the current and future financial years.

5 ADDRESSING THE LOCAL HEALTH ECONOMY GAP

- 5.1 There is considerable work underway to ensure the Economy is investment ready by early August when the Greater Manchester Strategic Partnership Board will consider the Tameside and Glossop proposals for Transformational Funds. A revised sum of £23.2m has been requested over the period to 2019/20, £5.2m of which has been requested in 2016/17. It is envisaged a decision on the proposals will be known by early August.

6 RISKS

- 6.1 The key financial risks confronting the Commissioners within the Economy at 30 June 2016 (month 3) are detailed in table 7.
- 6.2 It should be noted however that the key Tameside Hospital NHS Foundation Trust financial risks will be included within the 2016/17 financial monitoring report for the period to 30 September 2016 (month 6) which will be presented at the Single Commissioning Board meeting on 1 November 2016.

Table 7 : Schedule of Key Financial Risks – Month 3 2016-17

Risk	Probability	Impact	Risk	RAG	Detail of Risk	Mitigation
The achievement of meeting the Financial Gap recurrently.	3	5	15	R	The Financial Gap for 2016/17 is £21.5m. This is split £13.5 CCG and £8.0m TMBC. In total £12.092 m of savings have been identified, of which £7.499 m have been risk rated red. £9.408 m remain unidentified. To date only £0.829m of QIPP savings have been achieved	As part of the Commissioning Improvement Scheme (CIS), GP's along with Commissioners are developing schemes to improve care for patients and achieve the required financial gap in 2016/17.
Over Performance of Acute Contract	3	4	12	A	2 months SLAM data is available for 2016/17, however based on historic data and trends this is one area that is potentially volatile and could therefore create an additional pressure on the ICF in 2016/17. Despite £0.5m of YTD overspend we are currently forecasting that the TFT contract will be in line with plan by year end. If there is an over performance on the TFT contract a 50% premium will be paid.	Both finance and activity data when available for 2016/17 will be monitored and challenged where necessary. The CCG has a 1% uncommitted reserve and a 0.5% contingency that have been set aside as per NHSE guidance. The initial plan would be to utilise this funding to offset such pressures, but confirmation from NHSE would be required. It is anticipated transformational funding will be received which will enable investment in areas to redesign services that will provide savings and better services for patients.
Not receiving Transformation funding	2	4	8	A	It is anticipated transformational funding will be received in 2016/17. A decision is anticipated by August.	There is the potential to use some LA funding to bridge the gap temporarily with the remainder of the £49m to follow later. The CCG, TFT and TMBC are working closely with the GM Health and Social Care Partnership team and confirmation of how much funding will be received will be confirmed in August 2016.
Over spend against GP prescribing budgets	3	5	15	R	Despite a QIPP scheme of £1m being set for 2016/17 for prescribing, the costs in the final quarter of 2015/16 increased considerably more than planned. The CCG has incurred a cross year pressure of £216k on prescribing and is forecasting a year end over spend of £500k. Therefore there is a significant financial risk on prescribing in 2016/17.	A number of practices have or are looking to use a practice based pharmacist to review prescriptions, along with the ongoing work with the Medicines Management team. This will hopefully drive costs down and identify additional areas for savings.
Over spend against Continuing Health Care budgets	2	3	6	A	CHC was a cost pressure in 2015/16 to the CCG. Budgets have been set based on outturn plus a level of growth.	Budgets have been set at outturn plus and an element of growth and there is a provision on the balance sheet for potential restitution claims. A full detailed analysis of the Non CHC and CHC database is taking place in July 2016 between finance and the CHC team. This should ensure a robust forecast is produced and all known information recorded accurately.
Operational risk between joint working.	1	5	5	A	The Integrated Commissioning Fund and integrated working is a new way of working and reporting, bringing together different cultures and different methods of accounting, which therefore bring with it an element of risk.	Working relationships between the CCG and TMBC are very good. There are numerous meetings, and committees which both members regularly attend, contribute and make decisions. Therefore this should mitigate any risk with joint working.

CCG Fail to maintain expenditure within the revenue resource limit and achieve a 1% surplus.	4	4	16	R	If the QIPP target and risks stated above are not mitigated the CCG would fail to achieve its mandated 1% surplus.	If all of the above risks are mitigated as explained then by default the CCG would achieve a 1% surplus and the ICF would have a balanced budget.
In year cuts to Council Grant Funding	2	3	6	A	In 2015/16 the Public Health grant was reduced by £1m part way through the financial year. The Council had to fund committed expenditure through use of existing reserves.	The Council maintains earmarked reserves, although these should not be viewed as a long term solution. Discussions are ongoing about more flexible contractual arrangements to enable easier withdrawal to mitigate the effect of similar reductions in the future.
Care Home placement costs are dependent on the current cohort of people in the system and can fluctuate throughout the year	2	3	6	A	Expenditure on Residential and Nursing care home placements accounts for a significant proportion of Adult Social Care spend. The Council aims to manage placement profiles by offering community based services as an alternative wherever possible. In some cases however this is not possible due to the complexity of individual needs. The average gross annual cost per placement is £27k.	Continued development of the community based offer and use of technology where appropriate to support self-management of care. It is accepted however that it is not possible to fully mitigate the risk of additional placements.
Looked After Children placement costs are volatile and can fluctuate throughout the year	2	3	6	A	The current number of LAC supported by the Council is 435. This includes Fostering and Adoption placements as well residential care homes. Numbers have increased by 22 since April 2015 (5%) with some individual placement costs in excess of £200k per year. The service is also exposed to the risk of unexpected and complex needs placements.	Multi-agency approach around Troubled families as part of GM approved model in order to intervene earlier in the child's life and prevent the need for costly interventions (such as care home placements). Incentives of the fostering service to increase placements via this route rather than costlier residential placements,
Unaccompanied Asylum Seekers	4	3	12	A	There will be a financial impact on the Tameside Economy as unaccompanied Asylum Seekers are accommodated within the borough. There is a risk that associated Central Government funding does not equate to related expenditure incurred by the Council and CCG.	Central Government funding will be received to support related expenditure. The economy will need to ensure services are delivered within resource allocations received.
Provider Market Failure	2	5	10	A	The economy commissions services from the private provider sector e.g. Homecare, Residential and Nursing Care, Children's Residential placements. Internal intelligence suggests that some providers are anticipating financial strain due to the impact of delivering services within commissioned payment rates (e.g. impact of national living wage etc).	A review is underway to reconfigure service delivery requirements from the private sector market to ensure it aligns with the strategic commissioning objectives of the Integrated Care Organisation. The associated fee structure aligned to the revised market provision will also be considered within this review to ensure stability within the market.

7. RECOMMENDATIONS

7.1 As stated on the report cover.

8 SCHEDULE OF APPENDICES

8.1 **Appendix A** - Summary financial position of NHS Tameside & Glossop CCG.

8.2 **Appendix B** - Summary financial position of Tameside Council (services included within the ICF)

8.3 **Appendix C** – Reconciliation of the Integrated Commissioning Fund.

8.4 **Appendix D** – Practice Level Budget Reporting

8.4 **Appendix E** - Glossary.

APPENDIX A

Summary of CCG Financial Position

NHS Tameside & Glossop CCG 2016/17 Financial Position								
Description	Year to Date (M3)			Year End			Movement	
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
	Budget	Actual	Variance	Budget	Forecast	Variance	Previous Month	Movement in Month
Funding								
Programme Allocation	87,365	87,365	0	345,457	345,457	0	0	0
Admin Allocation	1,243	1,243	0	5,162	5,162	0	0	0
PC Co-Commissioning Allocation	7,730	7,730	0	30,922	30,922	0	0	0
Total Allocation	96,338	96,338	0	381,541	381,541	0	0	0
Expenditure								
Acute	48,954	49,561	(607)	198,348	198,533	(185)	155	(340)
Mental Health	7,231	7,221	10	29,096	29,230	(134)	(135)	1
Primary Care	20,002	20,470	(468)	80,379	80,816	(437)	(489)	52
Continuing Care	3,693	4,077	(384)	14,236	14,443	(207)	(207)	0
Community	6,882	6,885	(3)	27,394	27,394	0	0	0
Other	7,460	6,138	1,322	23,434	22,877	557	442	115
QIPP	0	3,375	(3,375)	0	13,010	(13,010)	(13,238)	228
Total Programme Costs	94,222	97,727	(3,505)	372,887	386,303	(13,416)	(13,472)	56
Running Costs	1,243	1,113	130	5,162	4,756	406	234	172
Total Costs (Admin + Programme)	95,465	98,840	(3,375)	378,049	391,059	(13,010)	(13,238)	228
Surplus / (Deficit)	873	(2,502)	(3,375)	3,492	(9,518)	(13,010)	(13,238)	228

APPENDIX B

Summary of TMBC Financial Position (ICF Fund Only)

Directorate	Work Group	Revenue Budget total	Actual	Projected outturn	Variance
		£'000	£'000	£'000	£'000
Adult Social Care	Adults Budget Strategy	(15,713)	(2,611)	(10,944)	(4,769)
Adult Social Care	Adults Management	0	12	0	0
Adult Social Care	Adults Performance & Development	1,326	282	1,299	27
Adult Social Care	Adults Senior Management	531	135	541	(10)
Adult Social Care	Adults Supporting People	3,141	3,011	2,968	173
Adult Social Care	Adults Transport	335	43	327	8
Adult Social Care	Assessment & Care Mgmt Contracts	742	203	713	29
Adult Social Care	CCTV	232	101	416	(184)
Adult Social Care	CHC Funding	27	9	27	0
Adult Social Care	Community Support	863	(581)	890	(27)
Adult Social Care	Dowries	169	(11)	169	0
Adult Social Care	FNC Funding	0	49	18	(18)
Adult Social Care	Homecare	3,975	592	3,883	92
Adult Social Care	Localities	1,005	257	1,041	(36)
Adult Social Care	Localities	0	37	0	0
Adult Social Care	Localities	5,446	1,497	5,879	(433)
Adult Social Care	Long Term Support	3,590	648	3,983	(393)
Adult Social Care	Mental Health	2,298	480	2,222	76
Adult Social Care	Nursing Care	2,923	992	3,624	(701)
Adult Social Care	Occupational Therapy & Sensory Services	1,016	238	965	51
Adult Social Care	Residential and Day Services - Day Services	1,217	272	1,256	(39)
Adult Social Care	Residential and Day Services - Homemakers	5,049	580	4,535	514
Adult Social Care	Residential Care	11,158	2,979	10,907	251
Adult Social Care	Supporting Accommodation	6,262	178	5,955	307
Adult Social Care	Urgent Care	2,480	578	2,586	(106)
Total		38,072	9,970	43,260	(5,188)
Public Health	Adult Pooled Treatment Budget	0	(27)	0	0
Public Health	Public Health Contracts	0	1,136	0	0
Public Health	Public Health Manager	(13,986)	(3,672)	(13,464)	(522)
Public Health	Public Health Non Prescribed	12,254	1,777	11,983	271
Public Health	Public Health Prescribed	2,019	143	2,036	(17)
Public Health	Sport	1,304	860	2,088	(784)
Total		1,591	217	2,643	(1,052)
Childrens Social Care	Adoption	1,060	375	1,015	45
Childrens Social Care	Assistant Executive Director - Children's	(1,185)	50	128	(1,313)
Childrens Social Care	Children with Disabilities	2,221	571	2,086	135
Childrens Social Care	Childrens - Safeguarding	448	27	459	(11)
Childrens Social Care	Children's Centre Services	0	127	(36)	36
Childrens Social Care	Childrens Home	1,181	342	1,390	(209)
Childrens Social Care	Childrens Legal Fees	228	89	228	0

Childrens Social Care	Children's Services Administration	1,004	216	843	161
Childrens Social Care	Childrens Social Work	2,416	594	2,504	(88)
Childrens Social Care	Early Help Contracts	130	35	106	24
Childrens Social Care	Early Help Services	1,081	374	1,024	57
Childrens Social Care	Early Years Team	160	40	160	0
Childrens Social Care	Fostering Services	600	139	683	(83)
Childrens Social Care	LAC Support Teams	1,089	268	1,119	(30)
Childrens Social Care	Local Safeguarding Children's Board	123	84	123	0
Childrens Social Care	Participation and Partnerships	47	0	24	23
Childrens Social Care	Placements Costs	13,436	3,566	13,838	(402)
Childrens Social Care	Social Work Child In Need	0	1	3	(3)
Childrens Social Care	Strategy & Early Intervention Management	374	68	374	0
Childrens Social Care	Troubled Families	0	15	0	0
Childrens Social Care	Young Carers	113	30	122	(9)
Childrens Social Care	Youth Offending Team	136	147	134	2
Total		24,662	7,158	26,327	(1,665)
TMBC Total		64,325	17,345	72,230	(7,905)

APPENDIX C

Reconciliation of the Integrated Commissioning Fund

Description	Value	Notes
	£000's	
Original ICF Value	435,519	Based on 8th February Submission
Amendment to CCG Surplus	1,239	Reduce from £4,730k to £3,491k
TMBC Adjustment	1,798	Includes inclusion of CCTV Operations
Final Adjustments	1,830	Confirmation of final contract values and amendments to BCF values
Month 1 ICF Budget	440,386	Based on Final 11th April Submission
CCG Allocation Correction	(31)	Tier 3 Specialist Wheelchairs Correction
TMBC M2 Budget Adjustment	175	Severance Budget Allocation & CCTV Adjustments
Month 2 ICF Budget	440,530	As per month 2 Integrated Single Finance Report
CCG Allocation	141	eating disorder service Q1
CCG Allocation	53	Pain management immunosuppressants
CCG Allocation	18	Supporting Primary Care nad LCPO development
CCG Allocation	807	7 day access funding
CCG Allocation	(24)	GM Stroke risk share
CCG Allocation	(40)	GM CHC Risk share
CCG Allocation	890	MH Stocktake
Month 3 ICF Budget	442,375	As per month 3 Integrated Single Finance Report

ICF Budget Reference	ICF Budget	CCG Net Budget 2016/17	TMBC Net Budget 2016/17	Total Net Budget 2016/17
		£'000	£'000	£'000
A	Section 75 Services	190.216	38.330	228.546
B	Aligned Services	156.183	25.995	182.178
C	In Collaboration Services	31.650	0.000	31.650
		378.05	64.325	442.375

	Unified Position (Including Prescribing)							Prescribing					Weighted @ 1st Apr	Unified Spend per patient (WTD)	Unified Bgt per patient (WTD)
	Budget		Actual	Variance		Y-T-D (Prior Mth)	Mvmt	Budget		Actual	Variance	%			
	YearTotal	Y-T-D(May)	Y-T-D(May)	Y-T-D(May)	%	%	Prior Mth	YearTotal	Y-T-D(May)	Y-T-D(May)	Y-T-D(May)	%			
Y02586 ASHTON GP SERVICE	4,555,941	744,005	701,104	42,901	6%	5%	30,536	560,137	91,134	78,777	12,357	14%	3,287	213	1,388
P89003 ALBION MEDICAL PRACTICE	15,352,105	2,558,423	2,553,487	4,936	0%	4%	(29,716)	1,879,941	305,866	340,314	(34,448)	(11)%	11,031	231	1,388
P89008 BEDFORD HOUSE MEDICAL CENTRE	10,944,761	1,787,328	2,047,583	(260,255)	(15)%	(22)%	(134,345)	1,345,620	218,932	245,354	(26,422)	(12)%	7,896	259	1,388
P89011 GORDON STREET MEDICAL CENTRE	6,115,550	998,696	995,064	3,632	0%	(1)%	5,480	751,885	122,332	130,155	(7,823)	(6)%	4,412	226	1,388
P89017 CHAPEL STREET MEDICAL CENTRE	8,483,310	1,385,362	1,462,431	(77,069)	(6)%	(11)%	(27,859)	1,042,993	169,695	168,906	789	0%	6,120	239	1,388
P89020 HT PRACTICE	12,160,474	2,044,359	1,915,925	128,434	6%	13%	44,724	1,486,492	241,852	224,124	17,728	7%	8,722	220	1,388
P89030 WEST END MEDICAL CENTRE	7,220,883	1,179,202	1,126,809	52,393	4%	3%	40,128	887,782	144,442	153,799	(9,357)	(6)%	5,209	216	1,388
P89033 TAME VALLEY MEDICAL CENTRE	9,720,606	1,587,418	1,536,994	50,424	3%	7%	16,726	1,195,115	194,445	214,785	(20,340)	(10)%	7,013	219	1,388
P89609 STAMFORD HOUSE	6,076,141	992,261	1,084,013	(91,752)	(9)%	(25)%	(13,366)	747,040	121,543	114,354	7,189	6%	4,383	247	1,388
P89613 WATERLOO MEDICAL CENTRE	3,586,412	585,677	555,807	29,870	5%	7%	16,059	440,937	71,740	63,880	7,860	11%	2,587	215	1,388
Ashton	84,216,183	13,862,731	13,979,217	(116,486)	(1)%	(1)%	(51,633)	10,337,942	1,681,981	1,734,448	(52,467)	(3)%	60,660	230	1,388
Y02713 GUIDE BRIDGE MEDICAL PRACTICE	4,137,356	675,715	644,777	30,938	5%	5%	21,078	506,403	82,392	76,058	6,334	8%	3,145	205	1,317
Y02663 DROYLSDEN MEDICAL PRACTICE	4,604,071	751,939	784,204	(32,265)	(4)%	(14)%	1,009	563,528	91,686	81,951	9,735	11%	3,499	224	1,317
P89010 MEDLOCK VALE MEDICAL PRACTICE	11,629,100	1,921,361	1,985,391	(64,030)	(3)%	(3)%	(47,894)	1,420,143	231,057	228,718	2,339	1%	8,819	225	1,317
P89015 WINDMILL MEDICAL PRACTICE	18,099,372	2,955,996	3,121,867	(165,871)	(6)%	(13)%	(48,196)	2,215,322	360,433	418,795	(58,362)	(16)%	13,757	227	1,317
P89018 DENTON MEDICAL PRACTICE	9,759,270	1,593,888	1,568,641	25,247	2%	4%	6,410	1,194,512	194,347	209,301	(14,954)	(8)%	7,418	211	1,317
P89019 CHURCHGATE SURGERY	11,339,150	1,851,914	1,986,773	(134,859)	(7)%	(11)%	(70,842)	1,387,886	225,809	237,559	(11,750)	(5)%	8,618	231	1,317
P89029 MARKET STREET MEDICAL PRACTICE	8,342,987	1,386,812	1,454,602	(67,790)	(5)%	(2)%	(58,538)	1,017,618	165,566	173,294	(7,728)	(5)%	6,319	230	1,317
P89616 ASHTON ROAD (BUTLER)	0	0	13,220	(13,220)	0%	0%	(5,621)	0	0	0	0	0%	-	-	-
Denton	67,911,306	11,137,625	11,559,475	(421,850)	(4)%	(6)%	(202,594)	8,305,412	1,351,290	1,425,676	(74,386)	(6)%	51,574	224	1,317
C81077 HOWARD MEDICAL PRACTICE	4,419,999	721,933	724,299	(2,366)	(0)%	(3)%	4,135	539,049	87,703	85,871	1,832	2%	3,497	207	1,264
C81081 MANOR HOUSE SURGERY	15,736,405	2,570,278	2,710,021	(139,743)	(5)%	(16)%	(11,735)	1,919,163	312,247	348,858	(36,611)	(12)%	12,449	218	1,264
C81106 LAMBGATES HEALTH CENTRE	8,195,720	1,338,633	1,239,804	98,829	7%	9%	60,408	999,524	162,622	146,685	15,937	10%	6,484	191	1,264
C81615 COTTAGE LANE SURGERY	2,842,921	464,343	457,134	7,209	2%	(1)%	8,431	346,714	56,410	60,045	(3,635)	(6)%	2,249	203	1,264
C81640 SIMMONDLEY MEDICAL PRACTICE	3,784,683	618,164	619,753	(1,589)	(0)%	(7)%	11,220	461,568	75,097	82,680	(7,583)	(10)%	2,994	207	1,264
C81660 HADFIELD MEDICAL CENTRE	3,930,366	641,959	655,572	(13,613)	(2)%	(6)%	(685)	479,335	77,988	52,149	25,839	33%	3,109	211	1,264
Glossop	38,910,094	6,355,310	6,406,583	(51,273)	(1)%	(6)%	71,774	4,745,353	772,067	776,288	(4,221)	(1)%	30,782	208	1,264
P89002 THE BROOKE SURGERY	15,254,955	2,514,767	2,328,593	186,174	7%	12%	91,407	1,863,683	303,221	316,939	(13,718)	(5)%	11,579	201	1,315
P89004 AWBURN HOUSE MEDICAL PRACTICE	10,673,517	1,743,204	1,763,048	(19,844)	(1)%	3%	(34,272)	1,306,360	212,545	214,386	(1,841)	(1)%	8,116	217	1,315
P89012 CLARENDON MEDICAL CENTRE	11,748,601	1,918,288	2,013,869	(95,081)	(5)%	(8)%	(46,026)	1,437,942	233,953	262,437	(28,484)	(12)%	8,934	225	1,315
P89013 HATTERSLEY GROUP PRACTICE	7,745,378	1,264,979	1,210,041	54,938	4%	8%	23,856	947,977	154,236	164,779	(10,543)	(7)%	5,890	205	1,315
P89014 HAUGHTON THORNLEY MEDICAL CENTRE	16,464,659	2,689,017	2,669,718	19,299	1%	5%	(22,193)	2,015,153	327,865	377,215	(49,350)	(15)%	12,520	213	1,315
P89016 DONNEYBROOK MEDICAL CENTRE	13,838,894	2,260,176	2,445,482	(185,306)	(8)%	(13)%	(89,929)	1,693,779	275,578	323,093	(47,515)	(17)%	10,523	232	1,315
P89021 DAVAAR MEDICAL CENTRE	8,228,114	1,343,820	1,299,371	44,449	3%	7%	13,930	1,007,061	163,849	158,929	4,920	3%	6,257	208	1,315
P89602 THE SMITHY SURGERY	6,097,422	995,834	932,477	63,357	6%	3%	52,777	746,280	121,420	115,072	6,348	5%	4,637	201	1,315
Hyde	90,051,540	14,730,585	14,662,599	67,986	0%	2%	(10,450)	11,018,235	1,792,667	1,932,850	(140,183)	(8)%	68,455	214	1,315
Y02936 MILLBROOK MEDICAL PRACTICE	3,604,795	588,736	526,880	61,856	11%	9%	44,375	441,252	71,792	59,941	11,851	17%	2,737	192	1,318
P89005 LOCKSIDE MEDICAL CENTRE	9,572,036	1,563,306	1,500,271	63,035	4%	6%	33,858	1,171,685	190,633	176,201	14,432	8%	7,269	206	1,318
P89007 STAVELEIGH MEDICAL CENTRE	9,542,539	1,558,489	1,557,125	1,364	0%	5%	(21,330)	1,168,074	190,045	169,747	20,298	11%	7,247	215	1,318
P89022 KING STREET MEDICAL CENTRE	5,043,089	823,638	854,159	(30,521)	(4)%	(10)%	(4,726)	617,310	100,436	108,695	(8,259)	(8)%	3,830	223	1,318
P89023 ST ANDREWS HOUSE	7,528,606	1,229,573	1,348,797	(119,224)	(10)%	(9)%	(83,871)	921,555	149,937	154,244	(4,307)	(3)%	5,717	236	1,318
P89025 TOWN HALL SURGERY	4,515,028	737,395	685,470	51,925	7%	8%	33,285	552,671	89,920	82,202	7,718	9%	3,429	200	1,318
P89026 GROSVENOR MEDICAL CENTRE	7,919,704	1,293,447	1,374,078	(80,631)	(6)%	(25)%	20,305	969,428	157,726	178,852	(21,126)	(13)%	6,014	228	1,318
P89027 THE HOLLIES SURGERY	6,506,232	1,062,599	1,179,773	(117,174)	(13)%	(11)%	(79,922)	796,409	129,576	138,591	(9,015)	(7)%	4,941	239	1,318
P89612 MOSSLEY MEDICAL PRACTICE	3,048,599	524,488	557,586	(33,098)	(6)%	(27)%	8,370	369,280	60,082	50,526	9,556	16%	2,291	243	1,318
P89618 PIKE MEDICAL CENTRE	2,623,481	428,467	441,859	(13,392)	(3)%	(4)%	(8,458)	321,133	52,248	50,606	1,642	3%	1,992	222	1,318
Stalybridge	59,904,109	9,810,138	10,025,998	(215,860)	(2)%	(5)%	(58,114)	7,328,797	1,192,395	1,169,605	22,790	2%	45,467	221	1,318
Total	340,993,232	55,896,389	56,633,872	(737,483)	(1)%	(3)%	(251,017)	41,735,739	6,790,400	7,038,867	(248,467)	(4)%	256,938	220	1,327

APPENDIX E


Glossary


Abbreviation	Description
AQP	Any Qualifying Provider
BCF	Better Care Fund
CAMHS	Child and Adolescent Mental Health Service
CCG	Clinical Commissioning Group
CHC	Continuing Healthcare
CIP	Cost Improvement Programme
CIS	Commissioning Improvement Scheme
CQUIN	Commissioning for Quality and Innovation
CSU	Commissioning Support Unit
CT	Care Together
DC	Daycase
DDRB	Doctors and Dentists Review Body
DES	Direct Enhanced Service
EL	Elective
GM	Greater Manchester
GMSS	Greater Manchester Shared Service
GP	General Practitioner
IAT	Inter Authority Transfer
ICF	Integrated Commissioning Fund
ISFE	Integrated Single Financial Environment
MfA	Manual For Accounts
MH	Mental Health
MMC	Medicines Management Committee
NEL	Non Elective
NHSE	National Health Service England
NMP	Non Medical Prescribing
ODN	Operational Delivery Network
OP	Outpatient
PBR	Payment By Results
PES	Paramedic Emergency Services
PMD	Prescribing Monitoring Document
PPA	Prescription Pricing Authority
PRG	Professional Reference Group
QIPP	Quality, Innovation, Productivity, Prevention
QOF	Quality and Outcomes Framework
RADAR	Rapid Access Detoxification Acute Referral
SCB	Single Commissioning Board
SFT	Stockport Foundation Trust
SHMI	Summary Hospital Level Mortality Index
SLA	Service Level Agreement
SLAM	Service Level Agreement Monitoring
TFT	Tameside & Glossop Foundation Trust

UHSM	University Hospital South Manchester Foundation Trust
WTE	Whole Time Equivalent
WWL	Wrightington, Wigan and Leigh Foundation Trust

DRAFT

Report To:	EXECUTIVE CABINET
Date:	31 August 2016
Executive Member/Reporting Officer:	Cllr Jim Fitzpatrick – First Deputy (Finance and Performance) Ian Duncan – Assistant Executive Director, Finance (Section 151 Officer)
Subject:	TREASURY MANAGEMENT ACTIVITIES
Report Summary:	The report sets out the Treasury Management activities for the financial year 2015/16. It also provides initial commentary on the impact of the recent Referendum for treasury management activities. As investment interest rates were lower than external borrowing rates throughout the year, available cash reserves were used to fund internal borrowing on a temporary basis. This resulted in lower than anticipated borrowing costs, with an external interest saving of £5.981m. Investment returns were £0.009m higher than estimated.
Recommendations:	<ol style="list-style-type: none">1. That the treasury management activities undertaken on behalf of both Tameside MBC and the Greater Manchester Metropolitan Debt Administration Fund (GMMDAF) are noted.2. The outturn position for the prudential indicators in Appendix A are approved.3. The early and emerging implications for treasury management of the recent Referendum are noted.
Links to Community Strategy:	The Treasury Management function of the Council underpins the ability to finance the Council's priorities.
Policy Implications:	In line with Council Policies
Financial Implications: (Authorised by the Section 151 Officer)	By not taking up the borrowing requirement since 2009/10, a saving on external interest payments of £5.986m was achieved against the 2015/16 original estimate. The investment returns for 2015/16 were £0.009m higher than the original estimate. The outcome of the treasury management actions shown above, resulted in net external interest during 2015/16 of £4.984m, being a saving of £5.981m compared to the original estimate.
Legal Implications: (Authorised by the Borough Solicitor)	The report complies with the Council's financial regulation 17.3. The Council is required by statute to set and maintain a balanced budget, careful management of the finances allows the Council to achieve this and this report provides a means for Members to monitor the situation
Risk Management:	Failure to properly manage and monitor the Council's loans and investments could lead to service failure and loss of public confidence.
Access to Information:	The background papers relating to this report can be inspected by contacting Tom Austin, Resource Manager, by:

 phone: 0161 342 3857

 e-mail: Thomas.austin@tameside.gov.uk

1. INTRODUCTION

- 1.1 This is the Annual Report on Treasury Management for the financial year 2015/16. The report is required to be submitted to the Overview (Audit) Panel prior to 30 September 2016, in accordance with CIPFA's Code of Practice on Treasury Management, the Council's Financial Regulations and the CIPFA Prudential Code.
- 1.2 The report is in respect of both Tameside and the Greater Manchester Metropolitan Debt Administration Fund (GMMDAF), which is the former Greater Manchester County Council Debt of which Tameside is the responsible Authority on behalf of the ten Greater Manchester Councils.

The objective of the report is:

- a) To outline how the treasury function was managed during the year and how this compares to the agreed strategy.
- b) To set out the transactions made in the year;
- c) To summarise the positions with regard to loans and investments at 31 March 2016; and
- d) To set out the outturn position of the Council's prudential indicators.

2. TREASURY MANAGEMENT

- 2.1 Treasury Management is defined as:
"The management of the local authority's cash flows, its borrowings and its investments, the management of associated risks, and the pursuit of the optimum performance or return associated with these risks".
- 2.2 Within this definition, the Council has traditionally operated a relatively low risk strategy. This in effect means that controls and strategy are designed to ensure that borrowing costs are kept reasonably low over the longer term, rather than subject to volatility that a high risk strategy might deliver. Where investments are involved, the policy is to ensure the security of the asset rather than pursue the highest returns available. These objectives are in line with the Code of Practice.
- 2.3 The global financial crisis has raised the overall possibility of default. The Council continues to maintain strict credit criteria for investment counterparties to manage this risk. A system of counterparty selection was agreed by the Council as part of the budget setting process.

3. DEBT

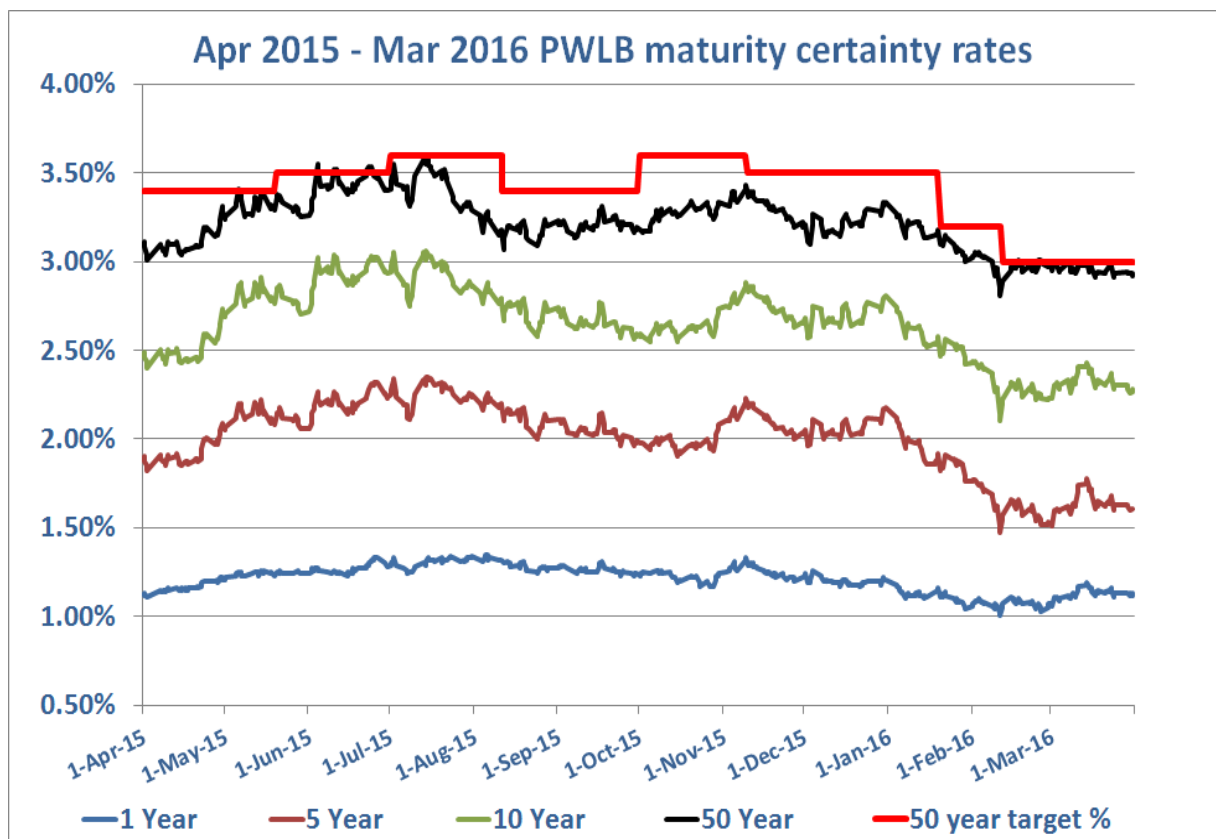
- 3.1 The long-term debt of the Council reflects capital expenditure financed by loans, which are yet to be repaid.
- 3.2 The amount of long-term debt that the Council may have is governed by the Prudential Limits set by the Council at the start of the financial year. This is based on the amount of borrowing which the Council has deemed to be prudent. It also allows for advance borrowing for future years' capital expenditure.
- 3.3 The Council must also allow for repayment of the debt, by way of the Minimum Revenue Provision (MRP). This is the minimum amount that the Council must set aside annually. The Local Authority (Capital Finance and Accounting) Regulations 2008 revised the previous detailed regulations and introduced a duty that an authority calculates an amount of MRP which it considered prudent, although the 2008 Regulations do not define "prudent provision", they provide guidance to authorities on how they should interpret this.

- 3.4 In 2015/16 the Council's MRP policy was revised from the previous practice (4% of the capital finance requirement on a reducing balance basis) to a straight line method of 2% of the 2015/16 capital financing requirement over a period of 50 years.
- 3.5 Any new prudential borrowing taken up will be provided for within the MRP calculation based upon the expected useful life of the asset or by an alternative approach deemed appropriate to the expenditure in question.
- 3.6 For any finance leases and any on-balance sheet public finance initiative (PFI) schemes, the MRP charge will be equal to the principal repayment during the year, calculated in accordance with proper practices.
- 3.7 There will be no MRP charge for any cash backed Local Authority Mortgage Scheme (LAMS) that the Council operates. As for this type of scheme, any future debt liability would be met from the capital receipt arising from the deposit maturing after a 5 year period. Any repossession losses for this type of scheme would be charged to a LAMS reserve.
- 3.8 The majority of the Council's debt has been borrowed from the Public Works Loan Board (PWLB), and is solely made up of long term fixed interest loans. In previous years use has also been made of loans from banks. The main type of loan used is called a LOBO (Lender's Option - Borrower's Option) where after a pre-set time the lending bank has the option of changing the original interest rate. These loans are classified as variable interest rate loans when they reach option date. If we do not agree with the new interest rate, we have the option of repaying the loan. One of the Council's LOBO providers, Barclays, has recently confirmed that they are planning to waive their right to change the rate on their LOBO. This will essentially convert that loan into a standard fixed rate loan with no risk of any increase in rate.
- 3.9 The mixture of fixed and variable rates means that, although the Council can take some advantage when base rates are considered attractive, interest charges are not subject to high volatility which might occur if all debt was variable. However, longer term fixed rates are normally higher than variable rates.
- 3.10 Short term borrowing and lending are used to support cash flow fluctuations caused by uneven income and expenditure, and to temporarily finance capital expenditure when long term rates are high and expected to fall. It is an extremely important aspect of Treasury Management to ensure that funds are available to meet the Council's commitments, and that temporary surplus funds attract the best available rates of interest.

4. INTEREST RATES

- 4.1 Interest rates (both long term and short term) vary constantly, even though headline rates (e.g. base rate, mortgage rate) may remain the same for months at a time.
- 4.2 In addition, different banks may pay different rates depending on their need for funds, and more particularly their credit status. Rates for borrowing are significantly higher than lending for the same period.
- 4.3 Long term interest rates are based on Government securities (Gilts), which are potentially volatile with rates changing every day, throughout the day. PWLB fixed loan rates are changed on a daily basis. In view of this, gilts and all matters which affect their prices are continually reviewed.

- 4.4 Following the Comprehensive Spending Review in October 2010, the PWLB increased the borrowing rates above gilt rates by a further 0.75 – 0.85% without changing debt redemption interest rates. However, the PWLB continues to offer a scheme to allow a 0.20% reduction on published borrowing rates known as the “certainty rate”, for Councils that provide indicative borrowing requirements for the next 3 years. The Council has provided this information and has therefore protected its eligibility for the “certainty rate”. This does not however commit the Council to a particular course of action.
- 4.5 Market expectations for the first increase in Bank Rate moved considerably during 2015/16, starting at quarter 3 2015 but soon moving back to quarter 1 2016. However, by the end of the year, market expectations had moved back radically to quarter 2 2018 due to many fears including concerns that China’s economic growth could be heading towards a hard landing; the potential destabilisation of some emerging market countries particularly exposed to the Chinese economic slowdown; and the continuation of the collapse in oil prices during 2015 together with continuing Eurozone growth uncertainties.
- 4.6 These concerns have caused sharp market volatility in equity prices during the year with corresponding impacts on bond prices and bond yields due to safe haven flows. Bank Rate, therefore, remained unchanged at 0.5% for the seventh successive year. Economic growth (GDP) in the UK surged strongly during both 2013/14 and 2014/15 to make the UK the top performing advanced economy in 2014. However, 2015 has been disappointing with growth falling steadily from an annual rate of 2.9% in quarter 1 2015 to 2.1% in quarter 4.
- 4.7 The table shown below (published by Capita) shows the comparative Public Works Loan Board interest rates available during 2015/16, for a range of maturity periods.



5. ACTIVITIES 2015/16

Borrowing

- 5.1 The Council originally had a potential borrowing requirement for the year of £82.332 million.
- 5.2 The actual amount of long term borrowing which was required due to Council activity was £68.931 million as outlined below: -

	£ millions
Loan financed capital expenditure:	
outstanding for 2015/16	7.742
outstanding for 2014/15	1.429
outstanding for 2013/14	11.845
outstanding for 2012/13	0.908
outstanding for 2011/12	(2.038)
outstanding for 2010/11	12.734
outstanding for 2009/10	29.650
outstanding for 2008/09	0.331
Plus debt maturing in year	10.034
	72.635
Less MRP repayments (excluding PFI)	(3.704)
Net under borrowed position	68.931

- 5.3 Due to the unfavourable differences between borrowing rates and investment rates and also to reduce the risk to the Council from investment security concerns, the borrowing requirement of £68.931million identified above, continues to be met from internal borrowing (i.e. reducing the cash balances of the Council rather than taking up additional external borrowing). This has reduced the level of investment balances that would be placed with banks and financial institutions, therefore reducing the Council's exposure to credit risk.
- 5.4 The outstanding borrowing requirement of £68.931million will be taken up when both interest rates and investment security are deemed to be favourable, in consultation with the Council's treasury management advisors, Capita.
- ### Rescheduling
- 5.5 Rescheduling involves the early repayment and re-borrowing of longer term PWLB loans, or converting fixed rate loans to variable and vice versa. This can involve paying a premium or receiving a discount, but is intended to reduce the overall interest burden, since the replacement loan (or reduction of investment) is normally borrowed at a lower interest rate.
- 5.6 The use of rescheduling is a valuable tool for the Council, but its success depends on the frequent movement of interest rates, and therefore it cannot be estimated for. It will continue to be used when suitable opportunities arise, in consultation with our treasury management advisors, although such opportunities may not occur.
- 5.7 A key change in the options for borrowing and rescheduling occurred on 1 November 2007

when the PWLB changed its interest rate structure to a more sensitive pricing method and also increased the relative cost of repaying debt. This change has reduced the ability of the Council to achieve savings from the rescheduling of debt.

- 5.8 As mentioned above, in October 2010 the PWLB increased the borrowing rates above gilt rates by a further 0.75% – 0.85% without changing debt redemption interest rates. This change has made new borrowing more expensive and reduced the opportunities for PWLB debt re-scheduling.
- 5.9 The Section 151 Officer and our treasury management advisors will continue to monitor prevailing rates for any opportunities to reschedule debt during the year.

Year end position

- 5.10 The following table sets out the position of the Council's debt at 1 April 2015, the net movement for the year, and the final position at 31 March 2016.

	<u>Debt O/S</u>	<u>Debt</u>	<u>Loans /</u>	<u>Debt O/S</u>
	<u>01/04/15</u>	<u>Repaid</u>	<u>Investments</u>	<u>31/03/16</u>
<u>Principal Amounts</u>	<u>£000's</u>	<u>£000's</u>	<u>In year</u>	<u>£000's</u>
			<u>£000's</u>	
PWLB - fixed interest	87,500	(10,305)		77,195
PWLB - variable interest	0			0
Market Loans	40,000			40,000
* Manchester Airport	3,103	(713)		2,390
Temp Loans / (Investments)	(146,899)		(16,860)	(163,759)
Trust Funds, Contractor Deposits etc	121	11		132
Net loans outstanding	(16,175)	(11,007)	(16,860)	(44,042)

- 5.11 The amount of gross external loans outstanding (£119.6m) represents 21% of the Council's total long term assets (£566.7m) as at the 31 March 2016.
- 5.12 In addition, the Council temporarily utilised internal funds, balances and reserves including Insurance Funds and capital reserves, to finance capital expenditure rather than borrow externally.

** Manchester Airport reflects debt taken over from Manchester City Council on 31 March 1994. In 2009/10 the Airport re-negotiated the terms of this arrangement with the 10 Greater Manchester Authorities, previously the Airport reimbursed all costs, however from 9 February 2010 the Council receives fixed annual interest of 12% of the amount outstanding at that date with a repayment of the debt by 2055.*

Investments – managing cash flow

- 5.13 Short term cash flow activity was such that throughout the year the Council was always in a positive investment position. Since interest earned on credit balances with our own bankers is low and overdraft rates are high, investment and borrowing is carried out through the London Money Markets. The Council invests large sums of money, which helps ensure the interest rates earned are competitive.
- 5.14 The Local Government Act 2003 governs investments made by local authorities. The types of investments that may be made are controlled by guidance from the Department for Communities and Local Government. This guidance has split investments into two main categories – specified and non-specified investments.

- 5.15 Specified investments consist mainly of deposits with very highly rated financial institutions and other local authorities for periods of less than one year. The Council's approved "Annual Investment Strategy" for 2015/16 stated that at least 75% of our investments would be "specified".
- 5.16 The high credit ratings chosen by the Council were a minimum of A+ long term and F1 short term ensures the security of the investment is the main priority. In the Council's mid-year Treasury Management Report approval was given to extend the Council's counterparty list to mirror that of the Council's advisors, Capita. This allowed access to an increased range of counterparties and therefore improved levels of diversification and yield. The Capita Asset Services' creditworthiness service uses a wider array of information than just primary ratings. Furthermore, by using a risk weighted scoring system, it does not give undue preponderance to just one agency's ratings. Typically the minimum credit ratings criteria the Council use will be a Short Term rating (Fitch or equivalents) of F1 and a Long Term rating of A-.
- 5.17 All investments placed in the year agreed with the approved strategy. Within this lower risk strategy, the aim is to maximise the rate of return for the investments. In order to gauge whether the performance is satisfactory, it is necessary to compare it with a suitable benchmark. The normal benchmarks used to measure market rates are 7 day London Interbank Offer Rate (LIBOR) for loans, and 7 day London Interbank Bid Rate (LIBID) for investments. The actual returns for loans and investments were therefore measured against the theoretical performance of the above rates, using actual cash flow figures.
- 5.18 Tameside achieved an average investment rate of 0.47% on the average weekly investment, against a benchmark LIBID rate of 0.36%. This equated to a gain of £171,138. Gains, such as this, can only be made by strategic investment, where interest rates do not follow the general "market" expectations. In effect, some investments were made for longer durations, attracting higher interest rates, while the shorter dated rates did not increase in line with market pricing.
- 5.19 The annual turnover for investments was £510m.
- 5.20 No short term loans were required to aid cash-flow during the year, due to investments being placed with a short maturity profile.

Interest payable and receivable in the year

- 5.21 As detailed above, the £68.931m outstanding borrowing requirement has been met from internal borrowing during the year. This has reduced the level of investment balances placed with banks and financial institutions.
- 5.22 The full year impact of the decision not to take up this borrowing requirement has been to reduce external interest payable by £5.986m. The interest received on investment balances has been £0.009m higher than estimated.
- 5.23 The overall result of the various activities undertaken during the year was that net external interest charge was £5.981m less than the original estimate.

5.25 Interest payments associated with the above activities were:-

	<u>Original Estimate</u> <u>£m</u>	<u>Actual</u> <u>£m</u>	<u>Variation</u> <u>£m</u>
External Interest			
Paid on Loans etc	11.906	5.920	(5.986)
Early repayment Discounts	(0.205)	(0.191)	0.014
Less received on Investments	(0.736)	(0.745)	(0.009)
Net external Interest paid	<u>10.965</u>	<u>4.984</u>	<u>(5.981)</u>
Internal Interest Paid	0.117	0.113	(0.004)
Total Interest Paid	<u>11.082</u>	<u>5.097</u>	<u>(5.985)</u>

5.26 Accounting rules do not allow interest to be paid on internal funds and revenue balances. Payments however are made in respect of such funds as insurance and trust funds etc. held by the Council on behalf of external bodies. The net effect on the Council is neutral.

6. CURRENT ACTIVITIES

6.1 Since the start of the 2016/17 financial year, no new rescheduling opportunities have been identified. The portfolio of loans held by the Council is reviewed on a regular basis by both the Treasury Management Section and by the Council's treasury management advisors (Capita).

6.2 In 2016/17, in order to achieve greater diversification, the Council will give consideration to the use of those suitable foreign banks that meet the strict credit criteria as set out in the Treasury Management Strategy, should the rates offered be competitive.

6.3 The Council operates a Local Authority Mortgage Scheme to help first time buyers in the area, this involves the Council placing a deposit of £1m with Lloyds Bank for 5 years. This deposit is deemed to be a policy investment, rather than a treasury management investment and as such is separate to the above criteria.

7. UPDATE – EU REFERENDUM

7.1 The most significant event of the current financial year has been the decision on 23 June by the UK to negotiate an exit from the European Union (EU), which is expected to have significant implications for financial assets, economies and currencies.

7.2 At the time of writing this report the markets are taking time to settle in the aftermath of the unexpected referendum result. Sterling deposit levels have eased on the expectation that rates will remain lower for longer than previously expected, as the uncertainty over the future of the UK economy will linger for some considerable time. Meanwhile, negotiations over the EU exit are set to commence later than initially expected, and last a further two years after they start. As things stand, even with a new Prime Minister in place, the expiry of the negotiation period would be October 2018. The interim instability throws up the prospect of the Bank of England having to offer further support to the economy. The Bank has already intervened to put a brake on the Sterling crash on the foreign exchange markets and interest rates have been cut. Negative interest rates are an unlikely outcome, as the Bank would probably opt to increase Quantitative Easing ahead of such action. Cuts to interest rates could have a direct impact on the Council by lowering the rate of return available on its investments.

- 7.3 Another immediate consequence has been a surge in purchasing of gilts due to their status as “safe haven” assets in a period of uncertainty. This surge of purchasing has lowered gilt yields by as much as 45 basis points. As discussed earlier in this report, the Council has the ability to borrow from the PWLB, which sets its rates based on gilts. The fall in gilt yields has therefore led to a subsequent fall in PWLB rates, meaning that the Council has access to borrowing at lower rates. The Council will continue to closely monitor these rates and take up borrowing if considered beneficial in the long term.
- 7.4 The ratings agencies have reacted to the referendum by downgrading the UK’s sovereign rating and placing it on a negative outlook. The agencies are yet to downgrade any individual banks, although some have been placed on a negative outlook by Moody’s. The Capita Creditworthiness List used by the Council takes ratings into account, so any significant downgrades could have the impact of limiting the range of counterparties available to the Council, which in turn could reduce the yield from our investments.
- 7.5 Capita has reassured the Council that whilst there are negative implications for the UK, its economy and financial institutions as a result of the referendum, financial markets and the operators therein are materially stronger in terms of capital and liquidity than they were ahead of the financial crisis. Furthermore, Mark Carney, Governor of the Bank of England, stated in the immediate aftermath of the vote that “...the capital requirements of our largest banks are now ten times higher than before the crisis. The Bank of England has stress tested them against scenarios more severe than the country currently faces. As a result of these actions, UK banks have raised over £130bn of capital, and now have more than £600bn of high quality liquid assets.”
- 7.6 The Council’s Treasury Management team will maintain a watching brief of this changing situation and is aided in this with regular advice and updates from Capita, along with brokers and market professionals. Capita’s “Passport” system also provides the team with direct access to ratings agency changes along with PWLB and market rates.

8. GMMDAF ACTIVITIES

- 8.1 The GMMDAF incurs no capital expenditure and therefore the total debt outstanding reduces annually by the amount of debt repaid by the constituent authorities. However, further loans are taken out to replace loans that mature during the year. In addition, short term loans and investments are required to optimise the cashflow position, due to the difference in timing between receiving payments from the ten district councils and making loan and interest payments to the PWLB etc. Like the Council, rescheduling opportunities are taken if the right conditions exist.
- 8.2 During 2015/16 the debt outstanding reduced by £14.080m. The debt will be fully repaid by 31 March 2022.
- 8.3 The following table sets out the position at 1 April 2015, the net repayments and the final position at 31 March 2016.

<u>Principal Amounts</u>	<u>Debt O/S</u> <u>01/04/15</u> <u>£000's</u>	<u>Debt</u> <u>Maturing</u> <u>£000s</u>	<u>New Loans/</u> <u>Investments</u> <u>£000s</u>	<u>Debt O/S</u> <u>31/03/16</u> <u>£000s</u>
PWLB	121,926	(22,000)	0	99,926
Pre 1974 Transferred Debt	270	(32)	0	238
Temp Loans / (Investments)	923	0	7,022	7,945
Other Balances	1,743	0	930	2,673
	124,862	(22,032)	7,952	110,782

- 8.4 No long term borrowing was required for 2015/16. The timing of any future borrowing will be carried out in consultation with our treasury management advisors, when interest rates are deemed favourable.
- 8.5 Although the portfolio of loans held by the Fund is reviewed on a regular basis by both Treasury Management officers and by the Council's treasury management advisors (Capita), no rescheduling opportunities were identified in 2015/16. Rescheduling will continue to be used when suitable opportunities arise, however long term borrowing is restricted by the end date of the Fund (2022), which has meant that it is difficult to reschedule debt in the present interest rate yield curve.
- 8.6 During the year, the fund made overall interest payments of £6.458m. This equated to an average "pool rate" of 5.26%, against the original estimate of 5.33%, and compares with 5.73% in 2015/16.
- 8.7 Manchester Airport re-negotiated the terms of its loan arrangement with the 10 Greater Manchester Councils in 2009/10. As a result of this arrangement the 10 Councils took responsibility to service the former Manchester Airport share of the GMMDAF. Previously, the debt was serviced by the airport itself.

9. PRUDENTIAL LIMITS

- 9.1 At the start of the financial year the Council sets Prudential Indicators and limits in respect of Capital expenditure and borrowing. The outturn position for the Prudential Indicators are shown at **Appendix A**. Prudential indicators do not provide an effective comparative tool between Local Authorities, and therefore should not be used for this purpose.

10. RECOMMENDATIONS

- 10.1 As stated on the report cover

APPENDIX A



Prudential Indicators – Actual outturn 2015/16

<u>Indicator</u>	<u>Limit</u>	<u>Actual Outturn</u>
Ratio of financing costs to net revenue stream	8%	4%
Capital financing requirement	£211.163	£181.511m
Capital expenditure in year	£53.763m	£39.997m
Incremental impact on capital investment decisions	£8	£3
Authorised limit for external debt	£257.319m	£127.085m
Operational boundary for external debt	£237.319m	£127.085m
Upper limit for fixed interest rate exposure	£211.163m	(£11.421m)
Upper limit for variable interest rate exposure	£63.349m	(£17.900m)
Upper limit for total principal sums invested for over 364 days	£30m	£0m

Maturity structure for fixed rate borrowing

Indicator	Limit	Outturn
Under 12 months	0% to 15%	0.92%
12 months and within 24 months	0% to 15%	5.41%
24 months and within 5 years	0% to 30%	0.84%
5 years and within 10 years	0% to 40%	4.17%
10 years and above	50% to 100%	88.66%

Agenda Item 5

Report to :	EXECUTIVE CABINET
Date :	31 August 2016
Executive Members/ Reporting Officers:	Cllr Brenda Warrington – Executive Member – Adult Social Care and Wellbeing Sandra Stewart – Executive Director (Governance, Resources & Pensions)
Subject :	CORPORATE EQUALITY SCHEME 2015-19 - YEAR 1 UPDATE
Report Summary :	This report provides an update on the development of the Corporate Equality Scheme (CES) 2015-19 Year 1 review, and its role in helping satisfy our obligations under the Public Sector Equality Duty (Section 149 of the Equality Act 2010).
Recommendations :	It is recommended that Executive Cabinet <ol style="list-style-type: none">1. Note the content of the report.2. Approve the attached draft of the Corporate Equality Scheme (CES) 2015-19 Year 1 Update for publication (Appendix A)
Links to Community Strategy:	Equality and diversity work is relevant to the vision provided in the Corporate Plan and all Community Strategy themes.
Policy Implications :	The issues highlighted in the report directly relate to meeting the requirements set out in the Equality Act 2010, and aid compliance with legislative and performance management frameworks.
Financial Implications : (Authorised by the Section 151 Officer)	There are no direct financial implications as a result of this report.
Legal Implications : (Authorised by the Borough Solicitor)	Tameside's Corporate Equality Scheme (CES) 2015-19 is the second scheme since the introduction of the Equality Act 2010, which details how we fulfil our legal obligations under the Public Sector Equality Duty. This builds on the achievements and developments made since the introduction of the first Corporate Equality Scheme (2011-15) which was produced following the Equality Act 2010 becoming law.
Risk Management :	This report fulfils the commitment for equalities issues to be monitored on a regular basis by Executive Board. It also ensures awareness of the agenda across the organisation.
Access to Information :	The background papers relating to this report can be inspected by contacting the report writer Jody Stewart:  Telephone: 0161 342 3170  e-mail: jody.stewart@tameside.gov.uk

1. PURPOSE OF REPORT

- 1.1 This report provides an update on the development of the Corporate Equality Scheme (CES) 2015-19 Year 1 review, and its role in helping satisfy our obligations under the Specific Duties / Regulations of the Public Sector Equality Duty (Section 149 of the Equality Act 2010).
- 1.2 The content of this report is as follows:
- Corporate Equality Scheme (CES) 2015 -19 Year 1 update
 - **Appendix A** – Corporate Equality Scheme (CES) 2015-19 Progress Report: Year 1

2. CORPORATE EQUALITY SCHEME (CES) 2015-19 YEAR 1 UPDATE

- (a) The CES 2015-19 was presented to Executive Cabinet in August 2015 for approval and adoption as Council policy. The scheme is our second since the introduction of the Equality Act 2010 and builds upon the work and actions undertaken during the course of the previous CES (2011-15). A copy of the CES 2015-19 is available on the public website at <http://www.tameside.gov.uk/equalitydiversity>.
- (b) Publication of the CES 2015-19 fulfils our obligation under Equality Act 2010 Regulations that equality objectives must be published at intervals not greater than four years beginning with the date of last publication.
- (c) Following publication of our first Scheme we committed to providing an annual update on progress made against our equality objectives. Yearly updates to the Corporate Equality Scheme act as an ongoing position statement and introduction to our approach to Equalities, and provide an accessible introduction to some of the work being undertaken across the authority and together with our partners.
- (d) In keeping with this practice, a review of the CES 2015-19 Year 1 has been developed (**Appendix A**). It provides examples of where we have demonstrated progress against our Objectives under each of the Schemes five thematic headings:
- Reduce Inequalities and Improve Outcomes
 - Meeting our obligations under the Equality Act 2010
 - Equality Training, Development and Awareness
 - Consultation and Engagement
 - Information, Intelligence & Need – Understanding Service Use & Access
- (e) The Year 1 progress report builds upon the work outlined in the CES 2015-19, as well as providing new examples and evidence sources of notable achievements in respect of equality and diversity. It has been compiled in conjunction with Equality Champions.

3. RECOMMENDATIONS

- 3.1 As set out on the front of the report.

Corporate Equality Scheme 2015-19

Progress Report: Year 1



Female dancers at the Ashton Old Baths celebration event.

Progress Report: Year 1

Details of how Tameside Council has progressed during 2015-2016 against the Themes and Objectives set out in our Corporate Equality Scheme 2015-19

Introduction

The Corporate Equality Scheme 2015-19 is our second since the introduction of the Equality Act 2010. It builds upon the work and actions undertaken during the course of the previous scheme (CES 2011-15), and highlights how we will be taking forward our commitment to equality and diversity in the coming years.

The 2015-19 Scheme is divided into three separate yet complimentary sections and can be viewed on the Equality & Diversity pages of the Council's website here –

<http://www.tameside.gov.uk/equalitydiversity>

Part 1 outlines our approach to equality and diversity, some of our achievements, and introduces the overarching themes of objectives for 2015-19.

Part 2 provides a more detailed look at our overarching themes, by breaking each down into a number of objectives that we will be working towards achieving over the course of the scheme. These objectives will help us fulfil our obligations under the Public Sector Equality Duty (PSED) and specific duties, as well as complementing our other strategic aims and the vision of the Corporate Plan.

Part 3 provides details of the legislative context to the Scheme, detailing how we are complying with the Equality Act 2010 and the PSED. It also provides more general background information on equality law, and signposts where further information can be found.

The purpose of this document is to provide an update on the progress we have made against our objectives during the first year of the 2015-19 Scheme. It also provides an update on some of the key statistics outlined in Part 1 of the Scheme. This document is broken down into the five objective areas of:

- Reduce Inequalities & Improve Outcomes
- Meeting our obligations under the Equality Act 2010
- Equality Training, Development & Awareness
- Consultation & Engagement
- Information, Intelligence & Need – Understanding Service Use & Access

This update is not intended to be an exhaustive list of achievements or barriers to progress, nor is it a detailed analysis of performance across the range of issues and service areas that the Council and our partners are involved in.

Reducing inequality and disadvantage remains central to our work as a Council, and our approach to equality and diversity is to ensure that this ethos runs through everything we do. In this challenging economic climate, ensuring that we deliver fair and equitable services is more important than ever.

¹The original 2011-15 Scheme, together with its yearly updates, can be viewed online here -

<http://www.tameside.gov.uk/ces2011-15>

Reduce Inequalities & Improve Outcomes

- Address key priority quality of life issues, such as health inequalities, educational attainment, access to skills, training and employment opportunities, and health and wellbeing, across equality groups and the vulnerable and disadvantaged, with a view to narrowing the gap.
- Help people to continue to live independent lives, and support the most vulnerable in our communities to access services that exist to support this aim, through targeted interventions and tailored service provision.
- Aim to increase the level to which people believe that Tameside is a place where people get on well together, amongst the population as a whole and by protected characteristic group.

As established in the Corporate Equality Scheme 2015-19, the need to reduce inequality and improve outcomes for our residents is embedded in everything that we do. Our Corporate Plan sets out a clear vision of how we want residents to have the best possible opportunities to live healthy and fulfilling lives by focusing our resources on:

- Working with families to ensure children are ready for school;
- Supporting families to care for their children safely;
- Increasing educational attainment and skills levels;
- Working with businesses to create economic opportunities for residents;
- Reducing levels of benefit dependency;
- Helping people to live independent lifestyles supported by responsible communities;
- Improving health and wellbeing of residents; and
- Protecting the most vulnerable.

We believe Tameside is a great place to live and work and we will strive to make it even better by focusing on:

- Strengthening the local business community and our town centres;
- Improving transport infrastructure and digital connectivity;
- Growing levels of inward investment;

- Promoting cleaner, greener and safer neighbourhoods;
- Improving housing choice;
- Reducing our carbon footprint, both in energy and waste; and
- Supporting a cultural offer that attracts people to the borough.

The Customer Service Excellence (CSE) standard aims to bring professional, high-level customer service concepts into common currency with every customer service by offering a unique improvement tool to help those delivering services put their customers at the core of what they do.

Following our Customer Service Excellence standard assessment in summer 2015, we were awarded eight areas of Compliance Plus, an increase on the six areas awarded at the time of the last assessment and with five in new areas.

Despite the ongoing financial challenges we face, the CSE accreditation panel could see clear evidence of our continuing commitment to customer service and have awarded us 100% compliance across all the standards.

We recently had our Customer Service Excellence Annual Surveillance visit which confirmed we continue to maintain the 100% compliance and the eight areas of Compliance Plus we were awarded last year. The assessor was impressed by the significant amount of further work we have undertaken during the last year which has resulted in an additional area of Compliance Plus being awarded to us - that we have made the consultation of customers integral to continually improving our service and how we advise customers of the results and action taken.



In testament to our commitment to delivering the best possible services for our residents, Tameside Council was also recently awarded the coveted title of Council of the Year by the Local Government Chronicle (LGC). The judges paid tribute to Tameside as a bold and creative authority that shows influence, realism and courage. They praised its current ambition as the culmination of years of hard work. Projects which particularly impressed the judges, many of which impacted on residents from across all protected characteristic groups, included Care Together, Vision Tameside, Ashton Old Baths, Greater Manchester Pension Fund (GMPF) as pension fund of the decade, GMPF investment and pension pooling, Tameside Investment Partnership (TIP) - £250 million investment in schools, A+ Trust and educational attainment. A range of services exist within the Council which help to achieve the aims set out in our Corporate Plan. Examples of such services and some of the initiatives they undertake are set out below.

Our Customer Services ensure that residents are able to access the services they require and also highlight other services available to them that they may otherwise have been unaware of. Enquiries range in complexity from something as simple as a missed bin enquiry to supporting a resident with debt management advice.

During 2015-16, Customer Services assisted 32,682 people; our call centre answered 179,001 calls; whilst our Welfare Rights service assisted residents with income gains of £3.5 million and assisted residents with an aggregate £1.6 million of debt to negotiate affordable repayments.

Our Customer Service Centre is located in Clarence Arcade in Ashton-under-Lyne, a building which is accessible to all, whilst a home visiting service operates for those who cannot attend. There are language speakers within the service who speak Urdu, Hindi, Gujarati and Punjabi and can assist customers whose first language is not English. In addition, Language Line, a telephone interpreting service, is available. A loop hearing system is available in the Customer Service Centre.

In 2015-16, Welfare Rights received funding from Public Health to provide benefits and debt advice in two GP surgeries in the Borough. Often GP's are a point of contact where a person will present with health issues, sometimes exacerbated by financial difficulties, not knowing where to turn to. This project delivers advice directly to patients in their GP surgery. Since January 2015, 190 patients have been assisted with advice. A total of £397,115 has been generated in benefit gains for these clients.

In addition, Welfare Rights continue to provide a service at Tameside Hospital's Mental Health Unit as it has done for many years. A fortnightly visit takes place by a welfare rights officer and in 2015-16, 51 patients accessed the service and £37,066 was gained in extra benefits.

In total, 833 clients who received some form of service from Welfare Rights in 2015-16 stated they had a mental health condition. Feedback from clients who have accessed the Welfare Rights service includes:

“Welfare Rights have done fantastic work over the years, without welfare rights I don't know what I would have done. A very understanding person to talk to and he has been very helpful to me.”

“I couldn't have asked for a better person to help me. Easy to talk to and caring. Thank you for your help.”



As part of Project Phoenix's 'It's Not Okay' campaign earlier this year, Tameside Council worked with partners - including Greater Manchester Police and health organisations - to highlight the risks and links around children missing from home and child sexual exploitation (CSE). Evidence shows that 95% of children identified as being vulnerable to sexual exploitation have been missing from home at least once.

Tameside Council took part in the It's Not Okay Week of Action which took place between 14-20 March 2016. Children and young people were given advice on staying safe while guidance was available to parents on what to do if their child goes missing and how to spot the signs that they may be at risk of sexual exploitation. The week of action consisted of numerous roadshows, training events and visits to schools and care homes in the borough as well as truancy patrols and multi-agency enforcement visits to off-licences, takeaways and other hot spot areas.

Health and Wellbeing

Healthy life expectancy for males is currently 57.9 years and for females is 58.6 years. This is 5.4 years below the England average for males and 5.3 years for females (2011/13). Over the last 10 years, premature deaths from cancer (171.3 per 100,000), and heart disease and stroke (115.5 per 100,000) have fallen steadily, but still remain worse than the England average. (141.5 and 75.7 respectively) (2012/14).

Although improvements in premature mortality for cancer related deaths have started to slow down, for alcohol related mortality there have been improvements and the gap has closed between Tameside and England with rates now being lower than the North West average.

Another cause for optimism is that the gap between Tameside and England in overall life expectancy has decreased slightly for both males and females, which is a marked improvement on previous years.

Although this is good news there is significantly more work to be done to ensure the reduction in mortality continues year on year; with the ultimate goal being that our residents have the same outcomes and life expectancy as the rest of England.

Care Together

Health and social care in Tameside is changing to provide a better service and help residents enjoy healthier lives. Care Together sits alongside the Greater Manchester Health and Social Care Devolution plans.

Our new model of care, Care Together, brings Tameside Council, Tameside & Glossop Clinical Commissioning Group and Tameside Hospital together to deliver seamless health and care services for local residents. Care Together will deliver services through an Integrated Care Organisation (ICO) guided by a Single Commissioning Function (SCF). The pioneering programme will bring together health and care professionals - such as doctors, physiotherapists, community nurses and home care workers - to help ensure patients get the right care, in the right place and at the right time.

Those in need of support will receive it in a more co-ordinated way, without having to work their way through a complex system. Care will be provided closer to home and on the basis of keeping people out of hospital by using early support. It will bring decision making closer to home, while prioritising building resilience among local people, developing healthier lifestyles and preventing ill health. Two of the key elements to the Care Together model are locality working and urgent care.

Integrated Neighbourhoods have been established for the five neighbourhoods of Tameside and Glossop. These multi-disciplinary teams proactively engage with and manage those most at risk of developing long term conditions and should these be identified, support people in their own homes. The Integrated Neighbourhoods have responsibility for the health and wellbeing of their local populations.

The Urgent Integrated Care Service (UICS) has responsibility to support those who are in social crisis or seriously unwell through a single point of access. UICS can mobilise all relevant assets and resources to help get the service user well and back in the lowest cost and most appropriate care setting as quickly as possible. There is clear accountability and co-ordination between the Integrated Neighbourhoods and the UICS each making the other effective in putting the individual first.

Care Together was recently recognised by the MJ Awards 2016 when the programme received a commendation in the 'Reinventing Public Services' category.



Devolution – Taking Charge of Health & Social Care

A 'new era for Greater Manchester' started on 1 April 2016, as the region became the first in the country to take control of its combined health and social care budgets – a sum of more than £6 billion.

It means that – for the first time – leaders and clinicians will be able to tailor budgets and priorities to directly meet the needs of local communities and improve the health and wellbeing of the 2.8million residents.

It presents health officials with a unique opportunity to tackle some of the poor health inequalities that currently blight the region and the past year has seen politicians, councillors and senior health officials work in partnership to establish a system of governance that will allow Greater Manchester to prosper.

Greater Manchester is to receive £450million in additional transformation funding to support developments to the system, outlined in a five-year vision for services across Greater Manchester, underpinned by four key long-term goals:

1. Creating a transformed health and social care system which helps many more people stay independent and well and takes better care of those who are ill.
2. Aligning our health and social care system far more closely with the wider work around education, skills, work and housing – we spend our £22billion effectively.
3. Creating a financially balanced and financially sustainable health and social care system – we spend our £6billion effectively and spend no more than that.
4. Making sure all the changes needed to do this are done safely so the NHS and social care continues to support the people of Greater Manchester during the next five years.

These priorities are underway and will be shaped in the coming weeks and months as health officials respond to what local people want; using their experience and expertise to help change the way we spend the money.



Tameside Domestic Abuse Strategy 2016-19

The Tameside Domestic Abuse Strategy (2016-19), aims to prevent and reduce domestic abuse and the harm this causes to victims, families and communities in Tameside.

The priorities of the strategy are to ensure that:

- The community rejects all forms of domestic abuse and violence as unacceptable.
- There is less domestic abuse in Tameside.
- The impact of domestic abuse is reduced.

An Equality Impact Assessment was undertaken to understand the impact of domestic abuse across protected characteristic groups and individuals and how the Domestic Abuse Strategy will positively impact upon service users and those in need. Whilst the impact of domestic abuse is negative and harmful, the impact of the strategy is positive.

There is a clear gender divide in respect of the experience of domestic abuse. In England and Wales, women are more likely than men to have experienced intimate violence across all component types of domestic abuse. Men are generally less likely to suffer from repeat victimisation and are less likely to suffer serious physical and sexual assaults.

Domestic Abuse can be experienced at any stage in an individual's life. Growing up in an abusive family can have life-long effects upon a child. These can include depression, low educational attainment, unemployment, difficulties in forming personal relationships, conducting relationships in an abusive fashion or becoming victims of domestic abuse themselves, drug and alcohol misuse and chronic law-breaking.

The peak age of domestic abuse victims is between 21-29 years.

Findings from the British Crime Survey show that white people were more likely to be victims of domestic abuse and sexual assault. However, when behavioural factors e.g. drug use, alcohol consumption and number of visits



to a nightclub in the last month are taken into account, there is no statistically significant difference by ethnicity in the risk of being a victim of domestic abuse or sexual assault.

Consideration needs to be given however to women and girls from a BME background who may find it more difficult to leave an abusive situation due to cultural beliefs or lack of access to appropriate services.

Issues of religious faith or belief are often central to the experiences of many victims and survivors of domestic abuse. Often these are interlinked with issues around ethnicity and culture. Under-reporting of domestic abuse can occur amongst communities of religion, faith and belief.

The small body of research available on domestic abuse and disability suggests that disabled women experience more abuse than their non-disabled peers). There is a lack of dedicated service provision and policy development for disabled people experiencing domestic abuse. These victims experience a greater need for services, accompanied by far less provision and therefore loss out on both counts.

Studies show that 30% of domestic violence starts during pregnancy and up to 9% of women are thought to be abused during pregnancy or after giving birth. A further national study indicates that 70% of teenage mothers are in violent relationships.

Where domestic abuse is already present in relationships prior to pregnancy, abuse will often increase and become more violent during this time. Domestic abuse is higher amongst people who have separated.

The strategy was developed by developed by the Tameside Domestic Abuse Strategic Steering Group which includes organisations such as Greater Manchester Police, Health, Tameside Council and partner agencies including Registered Social Landlords, Bridges and Action Together.

Education and Skills

In 2015, 57.3% of pupils in Tameside achieved 5 A*-C GCSEs including English and Mathematics. This is higher than the North West (55.9%) and national averages (53.8%).

A third of pupils eligible for free school meals achieved 5 A*-C GCSEs including English and Mathematics (32.5%). This is higher than the North West (30.4%) average but lower than the national average (33.3%).

At Key Stage 2, 80% of Tameside pupils achieved Level 4 or above in 'Reading, Writing and Mathematics'. This is close to the North West (81%) and national averages (80%).

At Key Stage 2, 67% of Tameside pupils eligible for free school meals achieved Level 4 in 'Reading, Writing and Mathematics' and in line with the North West (67%) and the national average (66%).





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English Team of the Year

An “outstanding” collaboration of Tameside teachers has won the ‘English Team of the Year’ title in the TES (Times Educational Supplement) Schools Awards. The group of literacy leaders, school librarians, heads of English, key stage 4 and 3 leaders from all the borough’s secondary schools and academies and local authority school performance and standards staff were recognised for their joint work to share experience and practice for the benefit of all local secondary school children. Their work contributed to Tameside’s GCSE results last year far exceeding the national average for progress and attainment in English. Team members also share their expertise beyond Tameside by leading conference workshops on how to improve outcomes. The judges highly praised the Tameside team as the “deserved” winner saying:

“Through school-to-school collaboration, the team has increased standards of education in the whole local authority and not just in one school. The commitment by its members to help schools in difficulty and increase the confidence of its teachers is outstanding. By driving up standards, this team has made the local authority a place where teachers want to work.”



Vision Tameside

Vision Tameside is a partnership between Tameside Council and Tameside College which will see the life chances of thousands of young people improved, our principal economic hub revitalised, and secure investment in all of our towns. Vision Tameside will include an integration of local transport infrastructure, implementing the fastest broadband connection in the UK, and, most pertinently to equalities, investing in state-of-the-art teaching and learning facilities.

A three phase transformation of the Tameside College Campus is currently being implemented. An Advanced Learning Centre, providing opportunities for students to study A-Levels, digital, creative, and performing arts skills, opened on 6 October 2015. An Advanced Technologies Centre, providing opportunities for students to study manufacturing, computing, and engineering qualifications, will be opened in Autumn 2016. An Advanced Skills Centre, providing opportunities for students to study vocational skills, will open alongside the Joint Public Service Centre.

Additionally, a new Sports Academy has been created, which includes a four-court sports hall, 30+ exercise station, Synergy apparatus for functional training, two Olympic lifting platforms, studio space for group exercise and high-spec changing facilities. This enables young people the opportunity to improve their physical and mental health, fitness and wellbeing through exercise, and enables the college to offer sports courses that utilise top class equipment.

Vision Tameside also includes the creation of a Joint Public Service Centre which will house the main Council offices, a library, customer services, the Clinical Commissioning Group, the Citizens Advice Bureau, and the Credit Union. Housing these organisations in one building will make access to various services more convenient and easier for disabled residents.



The Working Well Pilot is supporting 4,985 Greater Manchester residents towards sustained employment. From the clients attached to Working Well across Greater Manchester the largest age group is the 45+ (55%), the majority are male (53%) with over 86% white British. 69% of clients rated mental health and 62% rated physical health as a severe barriers to work. Around 60% have no dependent children and almost 80% are single. Almost half (40%) of those on the cohort have not worked in 11 years or have never worked. There have been 297 job starts across Greater Manchester so far. The most recent job start figures in Tameside is 30 (June 2016). Working Well clients have been employed in a variety of roles including administration and service, sales, skilled construction and building trades.

The Working Well Expansion programme started on the 1st March 2016 and will support a further 15,000 GM residents. Whereas the Pilot focused solely on residents on ill health benefit (Employment Support Allowance) the Expansion works with Lone Parents, Job Seekers Allowance and Universal Credit claimants. To date Tameside has had 557 referrals. The expansion service will also trial innovative referral routes through GP surgeries.

The Libraries Service offers class visits to schools to support the curriculum at all ages from Early Years to Key Stage 4.

Early Years visits involve active learning, creativity and new experiences for children. Key Stage 1 visits develop children's knowledge, skills and understanding, integrating work in speaking and listening, reading and writing.

Key Stage 2 visits develop knowledge and understanding, encouraging children to read a wide range of materials enthusiastically and independently for enjoyment and to develop skills in information handling through investigation, selection and evaluation. Key Stage 3 and 4 visits offer a library induction and tour of the facilities.

During 2015-16, 88 class visits were made to libraries, with 2,109 children participating and 397 adults. The library service also made 1 visit to a school, with 32 children taking part in this visit and 2 adults. The service also attended 51 assemblies across schools in the Borough. To encourage less confident readers to improve their literacy skills the Library

service participates in The Reading Agency's 'Reading Ahead' challenge scheme. They have worked in partnership with Tameside College, Ashton Sixth Form College, and Tameside Adult and Community Education to deliver the challenge. As part of the scheme adults and young people (aged 16+) are challenged to read six books of their choice over a period of about 7 months, from winter to the following summer. Participants include people with English as an additional language or with a learning disability/difficult. We have been successful in gaining a Reading Agency silver award for achieving over 100 finishers in 2015.

'Bookstart' and 'Time for a Rhyme' offers children and parents an accessible and important resource in developing early reading skills. The Tameside 'Bookstart' project is part of a national scheme that encourages young children to share books with a parent or carer, through the gifting of books at three stages in the child's development. Library staff run weekly 'Time for a Rhyme' sessions in all libraries for parents/carers and children aged 0-4 years old. Both help children with their personal, social, and emotional development. Through work with Children's Centres the second 'Bookstart' pack is gifted to targeted children. In 2015-16 'Bookstart' has reached 6,024 eligible children in the borough, and has gained praise from the schemes national organisers, Book Trust.

Tameside Libraries have collections of books, newspapers, and magazines in a number of languages: Bangla, Urdu, Gujarati, Polish and Chinese. Dual language children's books are also available in the following languages: Albanian, Arabic, Farsi, French, Portuguese, and Russian.

Libraries stock a range of books covering Lesbian, Gay, Bisexual & Transgender themes. The Local Studies and Archives Unit collect books and other material which relate specifically to LGBT history in the towns of Tameside or the Manchester area.

Pledges 2016

Following the success of the Tameside Pledges 2015 it was decided to repeat the approach in 2016. The Tameside Pledges are a commitment to deliver work on a number of priority areas that have been identified as being of importance to Tameside residents.

- **Honour Our Fallen** – we will name new streets constructed in Tameside after local service men and women who lost their lives in service.
- **Pothole Buster** – we will invest £1m again this year in bringing our roads up to scratch.
- **Lots More Lighting** – we will continue the roll out of super-efficient LED street lighting to cut running costs and our carbon footprint.
- **Big Clean Up** – we will work with you to tackle 160 grot spots across Tameside through enforcement or direct action.
- **Get Tameside Growing** – we will work with the community to get Tameside growing its own food in window boxes, gardens, community space and allotments.
- **Woodland for Wildlife** – we will plant a minimum of 2016 trees to offset Tameside’s carbon emissions and support greater biodiversity.
- **Keeping it Green** – we will improve recycling of non-domestic refuse with recycling bins in town centres and Council offices.
- **Refresh Tameside Works First** – we will buy services and goods from local providers as much as possible.
- **Generation Savers** – we will open a credit union account with £10 for each 11 year old starting secondary school in September.
- **Every Child a Coder** – we will facilitate coding clubs for primary school children, run by college students, to give our young people the skills they need for the twenty first century economy.
- **Get Connected** – we will rollout free WiFi across each of our town centres.
- **Silver Surfers** – we will combat digital exclusion by offering a range of computer skills workshops and classes for those who want to get connected but lack the skills to do so.
- **Healthy Lives** – we will launch a health and wellbeing website for Tameside. Bringing together all of the information people need to lead healthier and happier lives.

- **Mind Your Health** – we will sign the mental health ‘time to change’ pledge and support national events promoting good mental wellbeing.
- **Dementia Friendly Tameside** – we will increase the number of dementia friends and dementia champions to make Tameside a dementia friendly Borough.
- **Do more Together** – we will lay on over 40,000 free family activities to support more people to be more active, more often.



Meeting our obligations under the Equality Act

- Publish equality objectives and ensure that they are published in a manner that is accessible;
- Publish our workforce monitoring information by equality group (where known); and
- Undertake to produce and publish Equality Impact Assessments (EIAs) to support key decisions and to be published with papers. These will help us to understand the impact of our policies and practices on persons sharing a relevant protected characteristic.

The Corporate Equality Scheme 2015-19, together with other strategic plans such as our Corporate Plan 2016-21, demonstrates how we are taking forward work to ensure we meet our responsibilities under the Equality Act 2010 and in particular the Public Sector Equality Duty (Section 149 of the Act). The PSED requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity, and foster good relations between different people when carrying out our activities.

The Regulations of the Act state that we are required to review and republish our objectives at least every four years. In addition to setting out our objectives in the Corporate Equality Scheme, we are also committed to providing yearly updates to our objectives – of which this document is the first update in relation to our 2015-2019 scheme.

A copy of our previous Corporate Equality Scheme (2011 – 2015) and the annual update reports providing progress against its objectives can be viewed at <http://www.tameside.gov.uk/ces2011-15>

Our workforce monitoring reports are published on the Council's website, and provides a breakdown of our workforce by ethnicity, gender, age, and disability, across a number of areas – overall workforce, promotion, training, disciplinary action, grievances and those leaving the authority.

It also includes maternity leave applications and whether staff have returned to work following maternity leave, or left the organisation due to maternity related reasons.

In April 2016 90.58% of our workforce identified themselves as being from a White background, compared to 91.16% in April 2015. In April 2016 BME representation stood at 6.32% compared to 5.64% in April 2015. The ethnic origins of employees who identified as 'Unknown' was 3.1% compared to 3.2% in April 2015.

In April 2016 the percentage of the council's workforce that was female was 65.13%, compared with 67.92% in April 2015.

As of April 2016 the age range of our employee base varies. The biggest percentage being those aged 50 years and over (42.34%), compared to 41.2% of employees in April 2015. In April 2016 26.86% of the workforce were aged 40-49 compared to 29.56% in April 2015. Likewise 18.41% of the workforce were aged 30-39 compared to 17.13%, 11.75% of our workforce were aged 20-29 compared to 11.31%, and just 0.64% of our workforce were aged under 20 compared to 0.79% the previous year.

In April 2016 78.28% of our workforce identified as non-disabled, 3.27% as disabled and 18.46% as unknown. This is compared to April 2015, when 78% identified as non-disabled, 4% identified as disabled, and 18% identified as unknown.

We continue to take steps towards understanding our workforce better across all the protected characteristic groups. As part of our recruitment processes, applicants are asked to confirm personal information, including age, gender, ethnicity, disability (and / or any caring responsibilities), sexual orientation, religion and belief, and transgender status.

We continue to produce and publish Equality Impact Assessments (EIAs) to support Key Decisions which are published online. Services are required to use the EIA process when engaging in redesigns that could potentially affect service delivery, as a means of ensuring that sufficient due regard is being paid to the Public Sector Equality Duty.

Publication of our EIAs also helps satisfy the requirement to publish information regarding persons affected by our policies and practices, as laid out in the specific duties.

Workforce Terms & Conditions

Tameside Council was one of the hardest hit Councils through the Government 2010 comprehensive spending review and by 2017 will have lost 50% of its central government funding. In the last 5 years, we have had to rapidly reduce the size of the workforce by 40%, losing over 2000 employees.

Unlike a number of other Councils within Greater Manchester, regionally and nationally, Tameside has not favoured an approach to reviewing the terms and conditions of its workforce as a predominant approach to achieving the necessary financial reductions. However, whilst some reductions in costs have been achieved, this is not sufficient and requires us to review our approach to ensure that we are able to have guaranteed and sustainable employment cost reductions.

In December 2015 the Council commenced consultation with the workforce (including staff employed within Community Schools, excluding teaching staff), on 15 proposals for possible changes to Terms and Conditions of Service.

The consultation period took place between 15 December 2015 until 31 January 2016. In total 1245 (26%) of the workforce started the electronic survey with 747 (60%) of respondents completing the section where they were asked to rank in order of least/most preference the 15 consultation proposals.

A full equality impact assessment was undertaken in relation to the 15 consultation proposals. Whilst there are no options that have a direct impact on employees within a protected characteristic, given the workforce profile, many options will impact on our female employees as these make up 80% of the affected workforce.

The following proposals have now been implemented:

- Pay the Living Wage Foundation rate of £8.25 for employees on Grades A and B
- Reducing Occupational Sick Pay to a maximum of 3 months full pay and 3 months half pay from a maximum of 6 months full pay and 6 months half pay

- Paying plain time rate for all hours overtime (no enhancements) at the increased rate of 1/36th except in the case of conditioned/contractual overtime for refuse drivers and statutory registrars
- Bank holidays to be paid at double time with no additional time off in lieu
- No Christmas enhancement for time worked over the Christmas closure period and removal of the extra paid holiday provided by the Council
- Reduction of car mileage rates for casual users to HMRC rates (max 45p mile) and removal of the car loan facility
- Introduction of a fairer annual leave scheme – going from 4 pay bands to 2 pay bands and retaining the 3 service bands



Transparency and Open Data update

Open Data has increased transparency about the information we hold and allows the community to creatively use the data for the benefit of Tameside.

Open data is data that can be freely used, reused and redistributed by anyone - subject only, at most, to the requirement to attribute and share-alike.

Nationally the Transparency and Open Data agenda has been driven by national government. The Transparency Code, in particular designates a number of datasets which must be published in order to meet statutory requirements and the manner in which they must be published. Tameside Council recognised the need to not only meet these requirements but also to go further whenever possible to ensure that information about how we operate is published in an open and transparent fashion. This information is available at <http://www.tameside.gov.uk/transparency> and <http://www.tameside.gov.uk/opendata>.

In Spring 2016, DCLG consulted on proposals to change the way that local authorities record details of their land and property assets, and publish information about their procurement, their contracts and the delivery of some of their services. Proposals were also set-out to include new requirements about information on parking charges and enforcement and about the way transparency data is published and presented. Recommendations were also put forward that local authorities publish information about their dealings with small and medium-sized enterprises. Any change to the Local Government Transparency Code requires secondary legislation to revoke the existing Code and put a new, updated, Code in place.

By making any relevant data open and transparent can help support us in ensuring we meet our obligations under the Equality Act.



Equality Training, Development & Awareness

- Ensure that staff are appropriately trained on equality legislation and their responsibilities under it, and are offered support and guidance through a range of methods and approaches such as briefing notes, training sessions and workshops;
- Raise awareness and understanding of equality and diversity by working with partners (such as Action Together, voluntary organisations, community groups and service providers) to ensure that those from protected characteristic groups are represented and supported;
- Develop and support, in conjunction with partners, community cohesion and cultural awareness events across a range of themes and activities to raise the profile of our varied communities and shared cultural heritage; and

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To continue to work alongside partners and communities to raise awareness of Hate Crime and the impact on people's lives, with a focus on providing an environment where people feel able to report incidents e.g. Safe Spaces.

Following on from the Council's 'One Workforce: Tameside Workforce Development Plan 2013-16', the Council launched a full programme of activity to increase employee engagement and involvement as part of its 'Working Better Together Strategy'. This began with the delivery of the whole workforce engagement sessions. The Chief Executive and Senior Management Team decided they would hold a series of sessions with the entire workforce across different council venues to allow all employees to meet the Senior Management Team and experience first-hand hearing key messages around the Council's priorities and challenges. This importantly gave employees the time and space to meet colleagues and discuss their ideas, suggestions and burning issues. A total of 29 sessions have been held so far, with 1,600 employees from across all service areas of the Council having attended and participated. This equates to over 60% of the entire workforce. Each session lasts for approximately two and half hours and is attended by an average of between 50 – 60 employees. The sessions are informal and table discussions are facilitated with key points being fed back and discussed across the whole room.

We have recently been reaccredited at excellence level for all 8 themes of the Workplace Wellbeing Charter. The following is feedback received from the reaccreditation:

“... committed to health & wellbeing of employees ... impressed with leadership & commitment at senior level ... clearly embedded throughout the organisation ... proactive approach to engage, listen to, and respond through forums such as 'We are Listening' focus groups and 'Workforce Engagement' sessions ... “

In addition to the 'Working Better Together' programme, the following are also examples of how we are motivating and engaging employees to increase productivity and transform local public services:

- Employee Rewards Scheme, which gives employees access to numerous discounted options for eating, retail, buying and accessing services across the Borough from local businesses and suppliers. Other employee benefits include having access to the UK's biggest Local Government Pension Scheme and flexible and family friendly working policies. This demonstrates how the Council already considers how it can reward employees differently in times of austerity.
- Tameside Council recognises that volunteering brings many benefits to the Borough for volunteers, communities and organisations, and is committed to increasing the levels of volunteering amongst its employees. In our current Employee Volunteering Scheme employees can take up to a maximum of 15 hours of paid volunteering time each year, pro rata for part time employees. This may be taken as a whole block of time, or alternatively can be spread across the period of the pilot scheme. The employee also commits to match the time given by us with their own time to volunteering in return. All volunteering must have a demonstrable link to Tameside.
- The Council is committed to supporting its employees to develop and recognises that in order to continue to deliver or commission high quality services, the Council needs a motivated, capable workforce who are equipped with the necessary skills and experience. The Career Development Scheme (CDS) has been introduced to support employees to undertake work related development and make significant savings

- through participation in a salary sacrifice agreement.
- There is strong evidential research that shows the direct correlation between an employee's engagement and wellbeing against how well they feel they are managed. Our high impact flexible Leadership Development Scheme, designed in consultation with North West Employers, aims to provide a solid basis to develop both our current and aspiring managers. The proposed delivery programme will give Tameside managers the abilities, skills, knowledge, qualities and behaviours needed to lead in the challenging times ahead.

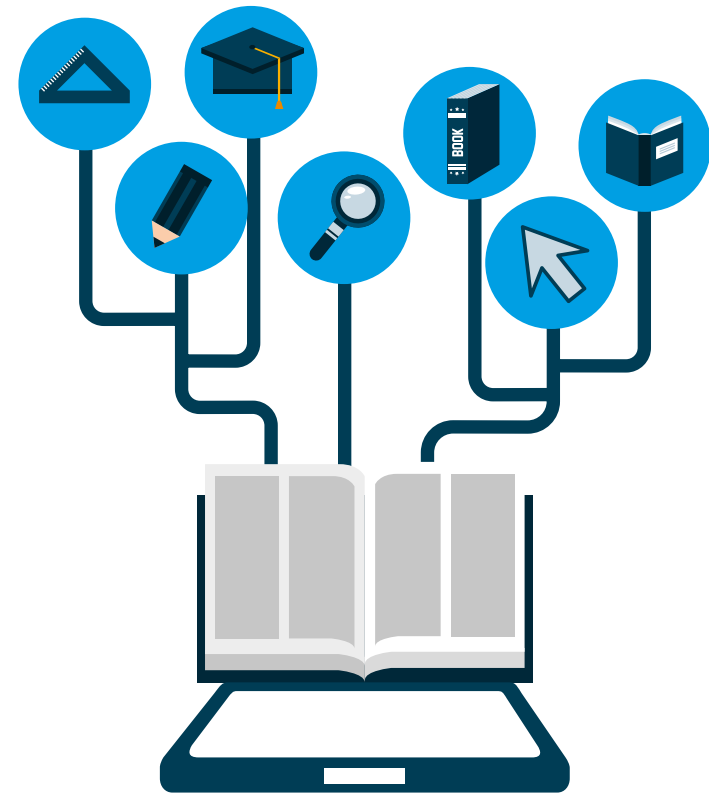
Our approach to workforce development has recently been recognised at a national level when we received a commendation in the 'Workforce Transformation' category of the MJ Awards 2016.

We have also been shortlisted as a finalist in the CIPD awards for Best Employee Engagement Initiative 2016 for our approach to workforce engagement. The result of which will be announced later this year.

All staff are required to complete some form of equality training, and the Equality & Diversity in the Workplace module is one of four mandatory modules for all staff. Depending on job role, staff will undertake more detailed training and development courses, for example where there may be issues relating to child or adult safeguarding.

E-learning courses include Equality & Diversity in the Workplace; Equalities & Cohesion; Duties for Managers; Hate crimes & Hate incidents; Equality & Inclusion in Health, Social Care or Children & Young People's settings; Safeguarding issues; and Mental Health Awareness.

As of March 2016, there were 3023 learner records registered on the e-learning system. Of the four courses, 82.1% of learners had completed the Data Protection training, 55.2% the Equality & Diversity training; 51.2% the Fire Safety training and 47.8% the Health & Safety training.



Equalities briefings are circulated via Senior Managers and the Equality Champions Group. The Equality Champions Group meets quarterly and is chaired by Cllr Brenda Warrington (Executive Member - Adult Social Care and Wellbeing). Elected Member representation is also provided by Councillor Lorraine Whitehead, Councillor Adrian Pearce, Councillor Oliver Ryan and Councillor Dawson Lane. The Equality Champions Group helps to ensure that as a Local Authority we meet our obligations with regards to equality and diversity, through the sharing of best practice, developing a consistent approach to equality and diversity, aiding the completion of good quality Equality Impact Assessments, performance managing equality and diversity issues and project work. As well as information gathering, representatives on the group also act as conduits to their Service Areas and Directorates to disseminate equalities information as necessary.

Information is updated on the staff intranet and on the Council's website.

Any changes made to the way in which council services are designed or delivered must be both safe (i.e. comply with any specific legislation including the Public Sector Equality Duty) and sound (i.e. based on evidence, have taken into account any alternative options, considered the consequences of any change and that adequate consultation has taken place with key stakeholders).

Ongoing Safe & Sound Decision Making training sessions are held across the authority to provide officers with a robust framework for decision making. The training sets out the reasons why any decisions made by the council have to be informed by good information and data, stakeholder views and open and honest debate which reflect the interests of the community.

Our Museums and Galleries service is active in developing exhibitions, activities and resources to help communicate, educate and publicise the wide cultural heritage of the borough. There were over 135,000 visitors this year (approximately 20% of whom were BME), and educational sessions for 2,804 pupils. The borough's museums and art galleries host over 14 temporary exhibitions every year and organise a range of events and activities, providing access to topics of relevance to a number of equality groups.

Additionally, museums and galleries educational reach has been extended due to the funding and support we have received from Arts Council England and Curious Minds, the Arts Council's Bridge organisation. The Cultural Services team has worked hard in creating good working relationships with all Borough based schools and community organisations to support them in delivering 'Arts Award'.

Arts Award is a unique national qualification that helps young people to develop as artists and arts leaders. The programme develops their creativity, leadership and communication skills. It is open to anyone aged from 5 years to 25 years and embraces all interests and backgrounds. Through Arts Award young people learn to work independently, helping them to prepare for further education and employment. The award is managed by Trinity College London in association with Arts Council England working with 10 regional Bridge organisations.

Arts Award offers young people an inspiring arts journey. Each path can take a different direction; from fashion to film-making, dance to design and photography to poetry. Whichever route they choose to follow, young people are always in the driving seat.

Over the past few years we have worked with approximately 10,000 pupils and young people, supporting them on their Arts Award journey. Arts Award has provided an opportunity to have additional educational reach across the Borough and enabled local school children and young people access to a fantastic creative and cultural experience. In 2015/16 1,258 pupils gained their Discover and Explore Arts Award certificates.



Ashton Old Baths

The renovation of Ashton Old Baths was completed on 19 March 2016. There is a communal space in the refurbished Grade II* Listed building that will be available for community groups to use. During the refurbishment, local schools were involved in engagement sessions related to the history of the landmark building. As part of these engagement sessions, 375 local young people achieved nationally recognised certificates 'Arts Award: Discover' and 55 achieved nationally recognised certificates 'Arts Award: Explore'.

Community artwork created by 10 adults and 30 children, involving 96 separate artworks and 80 quotations, was commissioned and incorporated into the design of the refurbished foyer. As a celebration of the completed renovation, a public event took place on the 19 March 2016. The event, extensively promoted to the community, included a choreographed, forty-five minute dance performance, an original score, and bespoke digital projections highlighting the history of the building and its links to the local community. The 200 performers in the dance were local young people, male and female, from 7 local dance groups: Raptures, Torque Youth, Sarah England School of Dance, The Nicholson Academy, Ashton School of Dance, The Dance Gallery, and Artsync.

The celebration of the completed renovation was a true intergenerational event bringing together local people of all ages; including many residents who remembered using the former public baths before their closure in the 1970s.

The renovation transformed the derelict former swimming baths, originally built in 1870, into a digital business hub with office space. It also provided state-of-the-art Wi-Fi capacity, which will be part of Tameside's plans to make free Wi-Fi accessible across its town centres. The renovation was funded by Tameside Council, the Heritage Lottery Fund, and the European Regional Development Fund.



We continue to work alongside partners and communities to raise awareness of Hate Crime and the impact on people's lives. The poster from the "I'm Not Laughing" campaign has been distributed in community locations across Tameside and materials promoting the new Safe Spaces have been designed and agreed by the partnership group.

Two Safe Spaces training packages have been commissioned, one for staff and one for community, voluntary and third sector groups. The Safe Spaces partnership group will be reviewing the content and relevance, once agreed this will then be rolled out to Reporting Centre Staff, relevant staff within the council and partner organisations and community/voluntary groups that act as reporting centres.

The Office for the Police and Crime Commissioner has shown a lot of interest in the training package developed for delivery in the community and so the design is such that it can easily be customised to meet the needs of any of the Greater Manchester authorities.

All Police Officers and PCSOs in Tameside have received a refresher input on disability hate crime, identifying and recording, within the last year. There are plans coming together to retrain all hate incident reporting centres (Safe Spaces) on this subject.

Crucial Crew was a multi-agency event supported by the Fire Service, the Police, the Ambulance Service, Her Majesty's Prison Service, Victim Support, Drugs awareness, School Nurses and the National Trust. They aimed to raise awareness of safety issues to school children in Year 6 (aged 10-11). Due to reduced resources, we are in the process of developing a model to replace Crucial Crew. The new model will focus on issues that are more relevant to young people in our ever changing world, such as cyber bullying, the safe use of social media and child sexual exploitation and will be delivered in partnership by an external organisation over a shorter period. The expectation is that we will develop a sustainable model by encouraging schools to contribute towards the cost of delivering the new initiative.

This will be supplemented by the delivery of support workshops in library settings covering practical internet safety intervention for parents and young

people, again including areas such as Child Sexual Exploitation (CSE), grooming, safe use of social media, security applications.

The Restorative Justice programme that is being rolled out across schools in Tameside will also assist us to maintain links with young people so that we can continue to deliver key messages to them.

It is recognised that a young person growing up in a home where abusive relationships take place will often follow the same pathway. Prime Active Community Film club has delivered workshops in schools to young people identified by the school who are involved or on the verge of risky behaviour. Feedback has highlighted the need for ongoing future work in relation to CSE as this often links to domestic abuse related issues.

Prime Active have delivered 12x 3 hour after school club sessions to 10 young people at Droylsden Academy School and 9 young people at Denton Community College to a mixed group of targeted young people referred to by us by the school. Over the course of 12 weeks the young people explored the topic of Healthy Relationships/Domestic Violence (DV) and CSE. Using film as a tool to raise awareness of healthy relationships, giving them knowledge and understanding that will help them make more informed choices in the future.

In the first phase of the project as part of the research we delivered the 'Real Love Rocks' resources to raise awareness and discussion to look at the subjects more in depth and to give the young people a greater understanding of CSE/DV. The resources helped shape discussions around the subject of Healthy Relationships/Domestic Violence and how early signs can be recognised. The discussions raised enabled workers to challenge myths and perceptions. Using this knowledge we then collected stories from newspapers and in the media, sharing real-life knowledge and experience to develop the characters, the storylines and the script. The pre-production stage enabled workers and young people to discuss the subject in depth by exploring vulnerabilities, links to organised crime, traits associated with DV and CSE. The young people researched the subject, developed the characters, wrote the scripts, acted in and shot their own film called 'Jessica's Story'.

The next steps to the work were to develop a summer programme that would look more in depth at Sexting and the use of technology amongst young people. Working in Partnership with the Sexual Health Team, Operation Phoenix GMP and TMBC Youth Service we planned a summer programme to take the work forward over the summer holidays.

The 'Get Up & Go Bag' initiative was developed by GMFRS and fire stations were chosen as ideal sites as they provide safe access at all hours of the day and night. Any person deemed to be at risk and needing to access the service has a pack created for them that is specific to that persons' needs. The fire stations included in this scheme have the space necessary to house secure storage lockers, it would prove difficult to find this amount of space at many other facilities and so there are no plans to distribute this particular type of package more widely at this stage.

Tameside Council works with several other organisations that tackle Domestic Abuse and one such group, Hyde Community Action, has been successful with a Stage 1 Lottery bid and is awaiting the results of their Stage 2 bid. Their bid is for the development of a peer mentoring approach to be integrated into the specification for the mainstream domestic abuse service and they envisage working in partnership with Bridges in putting together emergency packs for victims who are fleeing from domestic abuse.

In addition Tameside Council is working with the Office for the Police and Crime Commissioner and Citizen's Advice Bureau to deliver a package of enhanced support to victims of domestic abuse in the borough. This initiative will provide vulnerable victims with specialist legal and financial advice. The priority areas being:

- Criminal injuries compensation
- Debt and money advice
- Housing and mortgage advice
- Welfare right and access to benefits

Referral can only be made with consent from the victim and the service is offered free of charge.

Another very successful group is 'Women Supporting Women' who are tackling domestic violence within the Asian communities of Tameside. This group is working with partner agencies to carry out assessments for women coming out of abusive relationships. The assessments take place at fire stations and other appropriate safe locations. Women accessing this service are supported by one of 14 active volunteers that have been trained by Victim Support to act as mentors.

Staff accessing Adult Safeguarding Awareness training complete an evaluation and this is used to inform future training. Analysis of safeguarding data indicates the impact of the awareness training eg. number of concerns raised.

Making Safeguarding Personal training has also been recently introduced with a focus on ensuring person led practice. This should further enhance the response to tackling disability hate crime and harassment.

Training needs are identified in the annual review of staff performance and adult safeguarding awareness is linked to this. In addition Managers will monitor and identify staff training needs with individual members of staff through regular supervision.

Adult Safeguarding Awareness sessions were delivered as part of a wider Programme called 'Steps to Stay Safe' aimed at older adults, 55+, and based on personal safety. It has been delivered in 8 community locations so far reaching 180+ residents. A session was also delivered to Tameside Deaf Association where 45 members attended. There are plans to deliver more of these sessions across Tameside within the next 6 months.

Restorative Justice

The Tameside Restorative Justice pilot was first launched in October 2012 in partnership with Greater Manchester Police. This partnership approach enables the Restorative Justice work to continue across Tameside with the support of the Office of the Police & Crime Commissioner.

Between February 2015 and February 2016 the Restorative Justice figures for Tameside were:

- 117 total referrals – GMP, New Charter Housing, TMBC
- 72 agreements resulting from a Restorative Justice meeting
- 33 referrals returned to agency
- 12 currently being worked on

The satisfaction rates from the point of view of both victims and harmers had found to be very high in respect of how their case was handled.

100% of victims felt their case was handled effectively and 97% of harmers agreed.

96% of all involved in the Restorative Justice process said that they would recommend it to others.

These figures indicate that satisfaction rates are considerably higher when using Restorative Justice compared to any other processes within the Criminal Justice System.

We have a number of community volunteers, New Charter and TMBC staff trained to facilitate Restorative Justice conferences. In total:

- 44 completed agreements were facilitated by community volunteers. This includes New Charter and Police staff who will facilitate the meetings in their spare time.
- 28 completed agreements were facilitated by the Restorative Justice Coordinator and Restorative Justice Assistant.

The Neighbourhood resolution panels have dramatically reduced reoffending, whilst the reoffending rate for all cases that have been dealt with currently stands at 9% (February 2016).

Restorative Justice in Schools

The following schools have completed Restorative Justice training. The training for schools covers three stages; from stage one which includes teachers and pastoral staff only to stage three where up to 20 students are identified by staff to undergo a 3 day facilitation course which enables the students to deal with matters at school giving them a sense of responsibility and commitment to the school environment and other pupils.

- Parocial RC primary School
- New Charter Academy
- Audenshaw Boys School
- Denton Community College & Elmbridge PRU
- Broadoak Primary
- Alder High School

Police call outs to one school has fallen by 33% in 18 months since the adoption of a Restorative Justice approach.

Another has shown a 25% reduction in police call outs in the most recent 8 month period.

Feedback from the schools found that:

- 94% of teachers found the training useful
- 87% of teachers felt it was beneficial to their role and would use the skills learnt
- 95% of teachers would recommend the training to a colleague
- 98% of students enjoyed the training
- 98% of students felt the training was beneficial
- 95% of students are looking forward to using the skills learned in their school

Consultation & Engagement

- Consult and engage with our communities through a broad a range of methods and forums, such as surveys, consultation events and customer feedback to ensure comprehensive and meaningful coverage;
- Disaggregate the results of monitoring, surveys, feedback and consultation exercises by equality group (where appropriate and practical) to inform our understanding of the needs of different groups and individuals; and
- Develop specifically tailored consultation and engagement activity where appropriate for certain equality groups and disadvantaged / vulnerable people within the borough.

Tameside's strong history of consultation and engagement has continued over the last twelve months. We recognise the importance of using people's views and opinions to help shape services to meet the needs of service users and residents.

We continue to operate in a challenging economic climate. Since 2010 we have had to cut £104 million from our budget and by 2016/17 a further £38 million will be cut. Providing residents with the opportunity to have their say on how we can best make these cuts whilst delivering inclusive services is crucial.



The 'Big Conversation' remains our primary tool for obtaining the views and opinions of local residents and service users on service delivery and redesign. Consultations undertaken via the Big Conversation can be supported by other consultation and engagement methods including focus groups and deliberative workshops. This can help to ensure that the views of groups who may be less likely to engage are collected and taken into consideration. A total of 27 consultations have been conducted via the Big Conversation since the Corporate Equality Scheme 2015-19 was published.

These include:

- Licensing Policies Consultation – consultation on three licensing policies
 1. Statement of Licensing Policy 2016 – 2021
 2. Statement of Gambling Policy 2016 – 2019
 3. Sex Establishment Licensing Policy
- Council Tax Support Scheme
- Community Response Service (Adults)
- Neighbourhoods Service Redesign
- Community Response Service (Supporting People)
- Tenancy Support & Accommodation Based Services - Supported Housing for Single Homeless People
- Adults Budget Proposals – a package of proposals relating to specific adult service offers including Homecare, Residential and Nursing Care, Day Care, Respite Care, Community Equipment, Transport Sensory Services and Opt – In Mental Health Service
- Waste Enforcement Policy
- Public Health Budget Proposals
- Tameside Leisure Estate Review
- Housing Allocations Scheme
- Adult Respite Care – this was a follow up to the earlier respite care consultation undertaken as part of the larger adults budget proposals
- Ashton Town Centre Parking Proposals
- Market Operating Hours
- Home to School Transport Policy
- Statement of Community Involvement
- A Library Service for the 21st Century

Youth Council Update

Youth Councils are forums that represent the views of young people on a local level. Their role is to give a voice to young people and enable them to make their voices heard in the decision making process. There are currently over 620 Youth Councils active in the United Kingdom working across all the different levels of local government. Tameside Youth Forum engaged with the process of developing into a Youth Council with the launch of the Youth Council taking place in September 2015.

Tameside Youth Council has begun the process of setting out its working arrangements and is working closely with officers within Tameside Council to set out how the two organisations will work together and to draft a work programme. Areas of focus identified by Youth Council representatives include:

- The development of a Curriculum for Life
- Support for young people affected by mental health issues
- Cuts to services provided to Children and Young People



Budget Consultation

In light of further budget cuts and the success of last year's budget consultation, it was agreed to undertake another extensive budget consultation exercise. The approach included a video, which set out the financial challenges facing the council, and an interactive budget simulator tool which asked residents to engage with a 2-year savings challenge. The budget simulator is a free tool hosted by the Local Government Association (LGA). It asks members of the public to consider where council cuts should fall, where efficiencies might be made, and where additional resources might be generated. Participants were also able to submit written suggestions.

The budget consultation ran from the 29 September until the 22 December 2015. In order to raise awareness of the budget consultation, and encourage participation, a set of flyers, posters and screensavers were designed to promote the consultation. A number of channels were used to promote the budget consultation to the public; this included traditional methods such as press releases and newspaper articles, and the use of other media, such as Facebook, Twitter, and blogs.

An agreement was made with the charity Tameside Sight by which blind or partially sighted people who wanted to complete the budget consultation could do so by dictating their responses to the simulator via a council officer. An article was also included in Talking News. Additionally, a full programme of engagement events took place across the borough. These included a number of events that targeted specific equality groups:

Age

- A summit with the Youth Council which aimed to engage young adults specifically
- An event at Clarendon Sixth Form College
- Two events at Tameside college
- 92 events across 8 libraries which aimed to engage elderly people specifically
- An event at Age UK's IT and Cake afternoon
- An event at an Age UK support group

Pregnancy and Maternity

- 19 events across 9 children’s centres.

Ethnicity

- An event at Ashton Asian Carer’s Support Group
- An event at Hyde Asian Carer’s Support Group
- An event at Hyde Bangladeshi Welfare Association
- Kush Andid (Asian women’s group)

Other events took place at social housing hubs, Active Tameside leisure centres, and various other public and community buildings across Tameside, and targeted all groups. A total of 215 engagement events were held where members of the public were directly informed about the budget consultation in person and proactively encouraged and supported to complete the budget consultation simulator.

Overall, at least 3000 contacts were received across various channels including attendance at events, social media, emails, letters etc. A total of 1,446 people attempted the Budget Consultation via the simulator and 1,019 people completed it. In addition participants were able to provide comments and suggestions on how money could be saved from the Council’s budget. All responses were analysed and classified by theme, based on commonly mentioned issues and concerns. The comments submitted via social media, email address, and letter were also analysed and themed. There were 481 responses received via the comments/suggestions box of the budget simulator.

A demographic breakdown of Budget Simulator responses was as follows:

Demographic Group	Tameside Population (%)	Achieved sample (%)
Gender²		
Male	49.1	49.4
Female	50.9	50.6
Age³		
16-17	3.0	2.8
18-24	10.3	7.0
25-34	16.3	17.9
35-44	15.9	19.9
45-54	18.7	24.0
55-64	14.5	15.9
65 and over	21.3	12.5
Ethnicity⁴		
White	90.9	91.6
BME	9.1	8.4
Disability⁴		
Yes	20.9	11.4
No	79.1	88.6

The findings from the budget consultation exercise were used, in conjunction with other considerations, to inform the Council’s budget setting process.

Our approach to engaging with residents and local stakeholders on the budget setting process was recognised in the LGC Awards 2016 when we were shortlisted as a finalist in the ‘Community Involvement’ category.

² Figures based on the 2014 mid-year population estimates

³ Figures based on the 2014 mid-year population estimates and those aged 16 and over.

⁴ Figures based on the 2011 Census

Future of the Big Conversation

We are currently in the process of launching an online consultation and engagement hub – to ensure consistency with our current approach this platform will also be called ‘The Big Conversation’. In addition to improving data capture which can feed into strategic decision-making, this methodology aims to improve response rates, create online insight communities and keep panel members engaged.

The Big Conversation will provide a range of tools which will benefit our consultation and engagement processes including diary studies, quick polls, geo-mapping tasks, discussion forums, survey tools, member profiling and user segmentation. Utilising the additional consultation and engagement functionality will provide us with valuable evidence when undertaking service redesigns. For example, service users could complete diary studies to analyse service usage levels.

The Big Conversation will also be accompanied by a mobile app which will allow us to engage the large demographic of internet users who only access the internet via a mobile device.

We will also continue to engage with residents and service users in other ways, both through established groups and partner organisations such as Action Together.

Groups and networks are key to effective consultation and engagement as the basis of a two-way conversation with the public and local communities.

Groups help obtain ongoing feedback from residents and service users. They also provide an audience from which we can encourage local residents to get directly involved in consultations on service specific changes.

Tameside Council has an established Information Ambassador Network (IAN) which is supported by the Joint Planning and Commissioning Team. It has more than 300 members from a combination of community, voluntary and faith groups, shop owners and front line staff. The purpose of the IAN is to disseminate key information to members of groups and the wider community,

receive feedback from the community via Information Ambassadors, and consult with the community. The Information Ambassadors, between them, represent 259 groups and over 13,500 people, from a range of backgrounds. Information gained from consultation is used to inform the development of sub-threshold services.

Tameside & Glossop Clinical Commissioning Group host a number of groups and networks which can be used as a conduit to engage with local residents who use their services. These include:

- Patient Locality Groups – cluster groups that draw together feedback from the Patient Participation Groups run by GP surgeries.
- The Patient Group Network which is made up of Patient Locality Group representatives. The Network feeds into the Patient and Public Impact Committee which reports directly into the Tameside & Glossop CCG Governing Body.



Information, Intelligence & Need – Understanding Service Use & Access

- Use a range of intelligence gathering, customer monitoring and insight tools, together with specific pieces of analysis, to inform both our understanding of residents, service users, service delivery and design, and to develop services that provide a varied, flexible, and accessible offer;
- To encourage and promote the use of customer monitoring and disaggregation of data by equality group (where practical); and
- Use a variety of tailored communication methods to increase the accessibility and understanding of council services that allows our different customers, residents and service users to make informed choices.

Understanding our customers and service users continues to be vital in ensuring that we deliver effective and cost efficient services. The use of information and intelligence in order to better understand our communities is crucial to this.

The Tameside Integrated Needs Assessment (TINA) is a suite of tools that have been designed to enable staff to better understand the differing needs of communities within the borough and provide services in a more targeted way. For example one particular area of the borough may need specific health interventions whilst another may require more help with tackling anti-social behaviour.

In order to assist services in setting priorities, neighbourhood needs assessments were produced based on the information contained within TINA. TINA is updated on a quarterly basis to ensure that any emerging/changing issues can be identified quickly and to take account of any new datasets that are made available.

The suite of tools included within TINA are:

- Lower super output area descriptors
- 60 Socio Economic Indicators
- Tameside Insight
- Census Profiler
- Community Asset Mapping
- Cost benefit analysis (CBA) tool
- Unit cost database
- Monitoring and evaluation framework

A dedicated area on the Council's Intranet site provides all the resources and further guidance to aid practitioners in using the different tools.

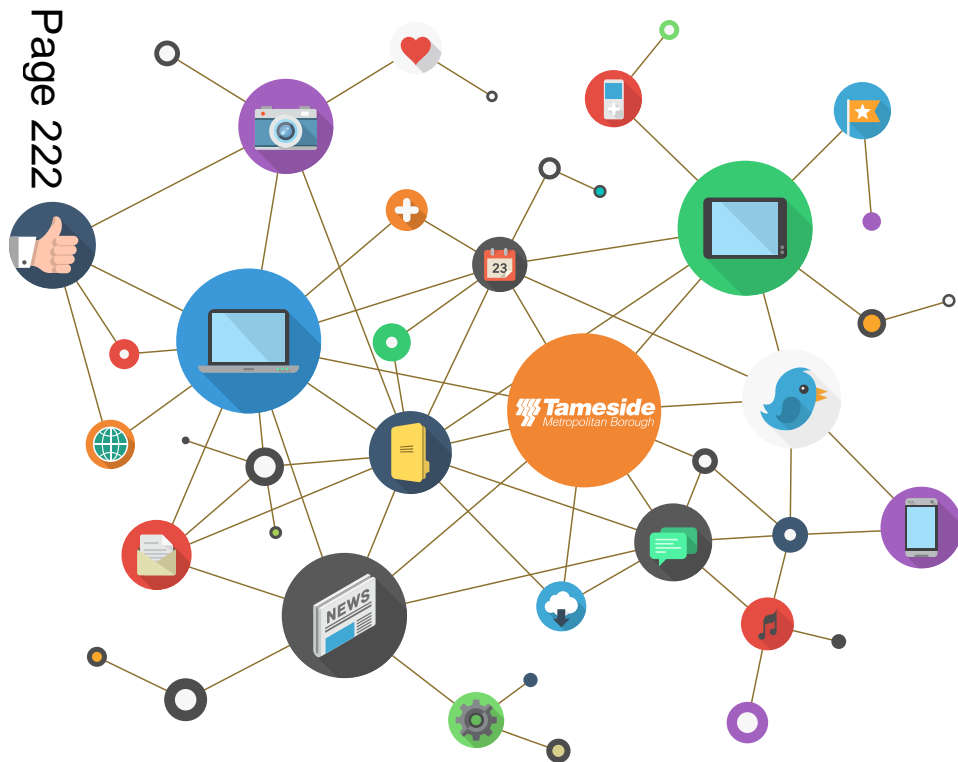
We have also recently refreshed Tameside Insight, our bespoke customer segmentation tool, demonstrating our commitment to the continued use of customer monitoring, information and intelligence. Tameside Insight was first developed in 2009 to create a semi-bespoke customer segmentation tool for Tameside. The reason for creating our own segmentation tool was because 50% of the population fell into three categories of the national Mosaic segments and in order to better understand our residents we needed to differentiate them more effectively.

Tameside Insight apportions all households within the borough into one of twelve segments based on their needs and behaviours. This was built by combining Experian Mosaic data with an extensive range of Tameside Council's and the Fire Service's customer focused data.

Since the development of the original dataset, the latest Census has taken place and other data providers such as DWP, Public Health Observatory, HMRC, Home Office etc. have also released new and updated indicators. In order to ensure that we continue to understand our different customers, their characteristics and their differing needs and behaviours it is important to undertake a refresh of Tameside Insight.

Life in Tameside

A new web portal is being developed to provide a one stop shop for both commissioners and members of the public to access up to date information about the borough of Tameside. It will integrate information currently held on various different websites into one easily accessible, interactive website. It will act as a one stop shop for information to enable commissioners to make effective decisions on what interventions and services need to be in place and enable residents to learn more about health and wellbeing where they live while providing the relevant data and information that will allow residents to make informed decisions and choices about their own health and wellbeing. The web portal is due to be launched towards the end of 2016.

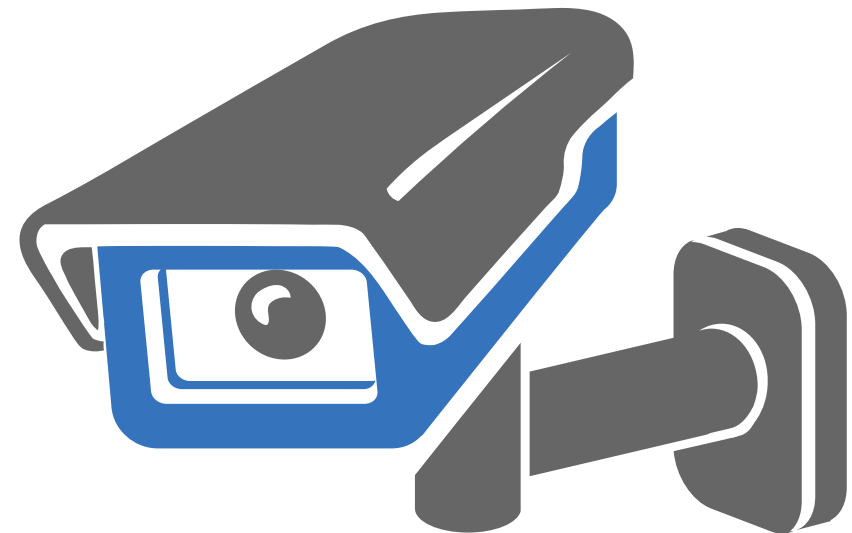


Crime & Disorder Analysis

A Crime & Disorder analysis was recently undertaken using a dataset constructed from combined metrics of deprivation, crime, and socio-economic factors across the 141 lower super output areas (LSOAs) of Tameside. It is compiled using data from numerous departments across the council, and a number of other public sector organisations, including Greater Manchester Police, Greater Manchester Fire and Rescue, and New Charter Housing Association and builds on the data contained within the 60 Socio Economic Indicators.

This analysis helps us to identify if an LSOA within the borough is a particular hotspot in terms of crime, deprivation or other key factor. Some of the metrics that are of relevance to equalities include: sexual offences, hate occurrences, domestic abuse occurrences, alcohol and domestic violence related crimes, religion demographics, ethnicity demographics, free school meals, KS2 and GCSE results, child welfare, child poverty, and NEET.

Including metrics that relate directly or indirectly to equalities helps the council, and other partner organisations, to address specific issues that might impact on people of a particular protected characteristic.



An example of where we have used a range of information and intelligence to inform service redesign in light of the financial challenges faced is the Leisure Estate Review.

The level of physical inactivity in Tameside (32.81%) is significantly worse than the national average (28.95%) and amongst the worst in the country, contributing to poor health and early deaths. Only 50.7% of adults in Tameside undertake 150 minutes of physical activity per week, compared to a national average of 57%.

It is estimated that in Tameside:

- Physical inactivity generates at least £21.5 million per year in terms of avoidable health, social care and economic productivity costs; and
- A 1% reduction in physical inactivity would generate savings of approximately £0.65 million per year.

Active Tameside are a key partner in responding to this challenge and moving increasing numbers of people from being inactive, to being active. However, as a result of reducing revenue, increasing overhead and maintenance costs, and a changing marketplace, changes to how their services are delivered had to be made.

A set of proposals on the future of the leisure estate in Tameside were developed and were part of a full public consultation which took place between 17 December 2015 and 11 February 2016. In total, 1018 responses were received to the consultation.

The key themes that emerged from the consultation were:

- The potential impact on access to facilities;
- The loss of swimming provision;
- The impact on the health of the population; and
- The specific impact upon children, older adults and individuals with disabilities

A full Equality Impact Assessment was also completed to assess the proposals. The EIA was underpinned by a wide range of data and information. It was also supported by the findings of numerous reports from Independent Specialists and by open source materials such as the Census 2011 and the Tameside Joint Strategic Needs Assessment (JSNA). The EIA considered the impact of the proposal on:

- Equality
- Distance and Access
- Deprivation and Health



Specific analysis was also undertaken in relation to access to swimming provision. Based on the intelligence and evidence gathered as a result of the Leisure Estate Review project, a £20 million investment will be made in state-of-the-art facilities for local people. Our plans include:

Denton – A new Wellness Centre for Tameside in Denton to replace the current Active Denton facility which will include competition standard swimming facilities, early years provision, a gym, and a wide range of other facilities and services including ten pin bowling.

Hyde – Extending the existing Active Hyde facility to include a conventional swimming pool alongside the existing fun pool.

Longdendale – The redevelopment of the currently closed Active Longdendale facility as a substantial Active Play Centre.

Dukinfield – The redevelopment of Active Dukinfield as a high quality gym and fitness facility, crèche and café.

Ashton – Retaining the current Active Ashton facility with a view to a future refurbishment or replacement.

Copley, Medlock and Hyde – A maintenance and repair programme at Active Copley, Active Medlock and Active Hyde. Our plans mean nearly 200m² extra swimming space for Tameside.

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Report to:	EXECUTIVE CABINET
Date	31 August 2016
Executive Member / Reporting Officer	Cllr Lynn Travis – Executive Member for Lifelong Learning Bob Berry – Interim Assistant Executive Director for Education
Subject:	HOME TO SCHOOL TRANSPORT POLICY
Report summary:	<p>The current Home to School Transport Policy goes beyond the statutory requirements in that it provides discretionary financial assistance to pupils attending denominational schools. Well reported funding cuts are placing pressure on the Council's budgets, which means that all services and policies are being reviewed.</p> <p>The current policy makes provision for the Council to provide discretionary financial assistance to parents of pupils attending a denominational school because of their faith, regardless of whether there is a nearer non-denominational school with places available and regardless of whether the low income criteria is met.</p> <p>An Executive Decision was made on 18 May 2016, which gave approval to consult interested parties in respect of a proposed review of the Home to School Transport Policy to cease the discretionary provision of free transport for pupils attending denominational schools on an immediate or phased basis from September 2017.</p> <p>Any proposed changes to the policy will not affect the entitlement to free transport for families with a low income as they will continue to receive a pass if their families meet the criteria.</p> <p>This report outlines the consultation responses and the financial implications of the two options under consideration</p>
Recommendation:	It is RECOMMENDED that The Home to School Transport Policy 2008 is amended to cease the issue of all discretionary bus passes with effect from 1 September 2017 for all pupils and as more particularly described in the report.
Links to Community Strategy:	The Community Plan aims to deliver a cohesive community. The recommendation outlined in this report seeks to reduce inequality, by having a single set of eligibility criteria in respect of financial assistance for home to school transport that is applied to all pupils, removing the differentiation for pupils attending schools on denominational grounds.
Policy Implications:	The recommendation of the report will necessitate changes being made to the Home to School Transport Policy for September 2017.
Financial Implications: (Authorised by the Section 151 Officer)	The proposed amendment to end the discretionary provision for pupils attending denominational (faith) schools from September 2017 (Option 1) will deliver estimated annual savings as detailed in tables 6 and 8 (within section 3 of the report) based on the recommended option being approved.

The service has a savings allocation of £107,000 in 2016/17 for delivery against this proposal. However the estimated financial year savings detailed in tables 6 and 8 clearly demonstrate that Option 1 (Table 6) will realise this recurrent saving but not until the 2018/19 financial year. The service will be required to implement alternative proposals during the intervening period to deliver a balanced budget within those financial years.

**LEGAL IMPLICATIONS:
(Authorised by Borough
Solicitor)**

The Council must have due regard to the relevant Statutory Guidance when carrying out its duties in relation to home to school travel and transport, and sustainable travel.

Under the Statutory Guidance, Local authorities are required to consult widely on any proposed changes to their local policies on school travel arrangements with all interested parties. Consultations should last for at least 28 working days during term time. The Council's consultation complies with the requirements of the Statutory Guidance.

Section 509AD of the Education Act 1996 requires the Council to have regard to, amongst other things, a parent's wish for their child to be provided with education or training at a school/institution on grounds of the parent's religion or belief when carrying out their duties/exercising their powers relating to travel. Paragraph 39 of the Guidance referred to above sets out the basis for compliance with these duties/powers, requiring the Council to have due regard to the provisions of the Equalities Act 2010 and the European Convention on Human Rights.

The Decision taker must ensure they read and understand the implications of the Equalities Impact Assessment attached to the report.

In relation to the discretionary power, this is so far as it is compatible with the provision of efficient instruction and training and the avoidance of unreasonable public expenditure. The proposals within this report have been arrived at in accordance with this guidance. The duty in respect of low income families remains and they will continue to be eligible for free travel arrangements to the nearest school preferred on grounds of religion or belief. The proposed removal of discretionary powers to extend beyond the statutory requirement ensures that section 14 of the Human Rights Act 1996 is not inadvertently breached through discriminating against parents who specifically want their child to attend a non-denominational school in accordance with their philosophical convictions. Any concerns about those low income families above the statutory low income definition will be monitored and the policy kept under review.

The key risk associated with not implementing the proposed change in policy, is failing to achieve the savings in spending required, with the consequence that savings will need to be made elsewhere. A further risk will be in not publishing and communicating effectively with the parents of affected children,

The proposed changes to the policy may attract challenge from those parents who would have been eligible under the discretionary policy, but the number of vacant places in Tameside high schools has been reviewed and sufficient places exist if pupils chose to attend a local school, rather than continue to travel to a

denominational school. However, low income families will not be affected and risk of successful challenge would be remote provided the policy and statutory guidance is correctly followed. In addition, the process followed by other local authorities on this same matter has resulted in successful implementation and there have been no reports of successful legal challenge.

Risk Management:

The key risk associated with not implementing the proposed change in policy, is failing to achieve the savings in spending required, with the consequence that savings will need to be made elsewhere. A further risk will be in not publishing and communicating effectively with the parents of affected children,

The proposed changes to the policy may attract challenge from those parents who would have been eligible under the discretionary policy, but the number of vacant places in Tameside high schools has been reviewed and sufficient places exist if pupils chose to attend a local school, rather than continue to travel to a denominational school. However, low income families will not be affected and risk of successful challenge would be remote provided the policy and statutory guidance is correctly followed. In addition, the process followed by other local authorities on this same matter has resulted in successful implementation and there have been no reports of successful legal challenge.

Access to Information:

The background papers (including consultation documents and responses) relating to this report can be inspected by contacting the report writer Catherine Moseley, Head of Access and Inclusion



Telephone: 0161 342 3302



e-mail: catherine.moseley@tameside.gov.uk

1. BACKGROUND

- 1.1 An Executive Decision report on the Home to School Transport Policy was considered by the Executive Member for Lifelong Learning on 18 May 2016.
- 1.2 The report outlined how the current Home to School Transport Policy goes beyond the statutory requirements in providing discretionary financial assistance to pupils attending denominational schools and how this is not considered sustainable because of the significant budget cuts, which have been made and the increasing risk of additional faith schools being established in either Tameside or in neighbouring authorities.
- 1.3 The report explained that the current policy makes discretionary provision for the Council to provide financial assistance to parents of pupils attending denominational schools because of their faith, regardless of whether there is a nearer non-denominational school with places available and regardless of whether the low income criteria is met. This support is not provided to parents who send their children to a non-denominational school which is not their nearest school.
- 1.4 An Executive Decision was made on 18 May 2016, which approved the undertaking of a consultation exercise with interested parties, including parents, schools, diocese and the general public, proposing a review of the 2008 Home to School Transport to remove discretionary transport support for pupils attending denominational schools more than 3 miles from home which is not their nearest school.
- 1.5 As part of the consultation process over 750 letters were sent directly to identified interested parties in addition to letters to all schools in Tameside and consultation through the Big Conversation. Despite such an extensive exercise less than 100 responses were received.
- 1.6 This report details the outcome of the consultation exercise and seeks approval for the making of a Key Decision on 31 August 2016, to amend the 2008 Home to School Transport Policy.

2 CURRENT POSITION

- 2.1 For the last full school year 2015/16, the Council's spend was £111,161 (see Table 2) providing free transport to pupils to denominational schools. If approved, it is estimated that the proposed change in policy will save up to £116,077 in a year (see Table 2), if a decision to end discretionary support for home to school transport, was fully implemented, based on current costs and demand. The table below shows the breakdown of passes issued in 2015/16:

Table 1

	Bus Passes issued 2015/16		
	All Year Groups		Total
	Low income	Discretionary	
Total denominational	47	294	341
Low income and statutory	177		177
Year 10 / 11		10	10
Total	224	304	528
Cost	£84,694	£114,942	£199,637

2.2 Table 2 shows the number of passes issued in 2015/16 and the cost in 2015/16, as well as the numbers of passes and projected cost estimated in future academic years. As the number of discretionary bus passes issued over the last 5 years has decreased significantly from 506 in 2008/09, to 294 currently in 2015/16, there would be a natural progressive saving as larger numbers in the older year groups leave school and are replaced by smaller year groups as shown in the following table. It is also noted that there has been an increase in numbers for Year 7 in 2015/16:

Table 2

Forecast - no policy change							
	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Year 7	78	63	63	63	63	63	63
Year 8	54	78	63	63	63	63	63
Year 9	65	54	78	63	63	63	63
Year 10	47	65	54	78	63	63	63
Year 11	50	47	65	54	78	63	63
Total	294	307	323	321	330	315	315
Population change		13	16	-2	9	-15	0
Forecast spend	£ 111,161	£ 116,077	£ 122,126	£ 121,370	£ 124,773	£119,102	£119,102

2.3 Table 3 below show the number of passes issued in the year 2015/16, analysed by those issued to pupils from families who meet the low income criteria, those that are discretionary, where pupils live, which schools they attend and by year group. The table also shows the estimated position if passes were issued to pupils attending high school in the coming academic year. The numbers of Year 11 pupils have been shown in the tables but they will not be affected by any change in policy as they left the school in July 2016.

2.4 The greatest impact of any potential change in policy will be felt by pupils attending The Blue Coat School where 192 pupils currently receive a discretionary bus pass including 7 who would qualify under the low income criteria, with the majority of pupils living in Ashton, Stalybridge, Hyde / Longdendale and Dukinfield. There is a lesser but still substantial impact on St Damian's, where 100 discretionary passes have been issued in the 2015/16 school year. Most of the pupils who receive a discretionary pass live in Droylsden. In 2015/16, the Council has issued the following numbers of denominational passes:

Table 3

	Total 2014/15			Total 2015/16		
	Low Income	Discretionary	Total	Low Income	Discretionary	Total
The Blue Coat	7	183	190	13	179	192
All Saints	0	17	17	15	14	29
St Damian's	27	90	117	16	84	100
St Thomas More	0	8	8	1	11	12
Other	4	0	4	2	6	8
Total	38	298	336	47	294	341

Table 4

	Bluecoat											
2015/16	Year 7		Year 8		Year 9		Year 10		Year 11		Total	
	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary
ASHTON	2	12	3	12		19	2	11	1	14	8	68
AUDENSHAW											0	0
DENTON											0	0
DROYLSDEN				1				2		1	0	4
DUKINFIELD	1	6	1	8		1		1		2	2	18
HYDE & LONGDENDALE		15		7		9		9		5	0	45
MOSSLEY		3		2		2	1			2	1	9
STALYBRIDGE		7		4	1	11		4	1	9	2	35
	3	43	4	34	1	42	3	27	2	33	13	179
	All Saints											
2015/16	Year 7		Year 8		Year 9		Year 10		Year 11		Total	
	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary
ASHTON			1	1	1		2				4	1
AUDENSHAW											0	0
DENTON											0	0
DROYLSDEN							1				1	0
DUKINFIELD											0	0
HYDE & LONGDENDALE	3	5	2	1	2	2	1		1	1	9	9
MOSSLEY										1	0	1
STALYBRIDGE	1	1		1						1	1	3
	4	6	3	3	3	2	4	0	1	3	15	14
	St Damian's											
2015/16	Year 7		Year 8		Year 9		Year 10		Year 11		Total	
	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary
ASHTON											0	0
AUDENSHAW				1		1		2			0	4
DENTON				1							0	1
DROYLSDEN	1	20	5	10	1	16	4	11		7	11	64
DUKINFIELD		1									0	1
HYDE & LONGDENDALE											0	0
MOSSLEY	1	1	1	2				3	1	1	3	7
STALYBRIDGE		2		2				2	2	1	2	7
	2	24	6	16	1	17	4	18	3	9	16	84

	St Thomas More											
2015/16	Year 7		Year 8		Year 9		Year 10		Year 11		Total	
	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary
ASHTON							1				1	0
AUDENSHAW									1		0	1
DENTON											0	0
DROYLSDEN		2				2			1		0	5
DUKINFIELD				1				1			0	2
HYDE & LONGDENDALE		1				1			1		0	3
MOSSLEY											0	0
STALYBRIDGE											0	0
	0	3	0	1	0	3	1	1	0	3	1	11
	Other denominational high schools											
2015/16	Year 7		Year 8		Year 9		Year 10		Year 11		Total	
	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary
ASHTON									1		0	1
AUDENSHAW											0	0
DENTON						1		1	1		0	3
DROYLSDEN		2			1				1		2	2
DUKINFIELD											0	0
HYDE & LONGDENDALE											0	0
MOSSLEY											0	0
STALYBRIDGE											0	0
	0	2	0	0	1	1	0	1	1	2	2	6
	Year 7		Year 8		Year 9		Year 10		Year 11		Total	
Totals	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary	Low Income	Discretionary
	9	78	13	54	6	65	12	47	7	50	47	294

- 2.5 Schedule 35B of the Education Act 1996, states that transport must be provided, if no suitable arrangements have been made by the Local Authority, for enabling the child to become a registered pupil at a nearer qualifying school that is less than three miles from their home address.
- 2.6 The expected availability of places around the borough for September 2016, including academies, is shown in Table 5. It can be seen that there are sufficient places in the borough to accommodate pupils who may wish to transfer from a denominational schools to a nearer school.

Table 5

School	Year 7	Year 8	Year 9	Year 10	Year 11
Alder Community High School	0	0	0	0	0
Copley Academy	0	0	24	8	15
Mossley Hollins High School	0	0	0	0	0
Longdendale Community Language College	0	5	32	46	27
Hyde Community College	0	9	2	23	50
Astley Sports College	2	0	7	27	20
Denton Community College	0	0	29	20	99
St. Damian's R.C. Science College	0	0	0	0	0
St Thomas More RC College	0	0	0	1	0
All Saints Catholic College	18	5	17	22	34
Audenshaw School	6	11	0	1	10
Droylsden Academy	96	59	32	40	48
Fairfield High School	0	0	0	0	0
New Charter Academy	0	0	0	0	0
West Hill	0	3	0	0	8
Total Vacant Places 2013/14	122	92	143	188	311
Number of Discretionary Passes Issued in 2015/16 to pupils on roll at denominational schools	63	78	54	65	47
	(approx)				

- 2.7 The government's drive to establish Free Schools could have an impact on future demand for free bus passes, if additional faith schools are established in Greater Manchester or Derbyshire. Free Schools are all-ability state-funded schools set up in response to what local people say they want and need in order to improve education for children in their community. In some areas of the country, faith organisations have been successful in opening denominational free schools.
- 2.8 Currently, all free bus passes are used by pupils attending either Roman Catholic or Church of England schools. However, pupils attending schools of other faiths would also be entitled under the current eligibility criteria.
- 2.9 Any change in policy to remove or reduce discretionary free school bus passes for all pupils attending denominational schools from September 2017 would affect approximately 323 pupils in 2017/18. The figure of 323 is based on the number of pupils receiving a discretionary denominational pass in 2015/16 and forecasts of natural change in the denominational school population. 323 pupils is equivalent to;
- 61.2% of the total number of pupils issued with a free school bus pass in 2015/16 (i.e. 323 of 528 pupils).

- 8.8% of the total number of pupils attending the three denominational schools in Tameside and the Blue Coat School in Oldham (i.e. 323 of 3674 pupils).
- 2.5% of the total number of pupils attending all schools in Tameside (i.e. 323 of 12,681 pupils).

- 2.10 There has been a significant reduction (42%) in the number of pupils claiming a discretionary free bus pass over the last few years, from 506 issued passes in 2008/09 to 294 in 2015/16, although the number of passes issued to year 7 pupils in 2015/16 has increased to 78 which is the highest number it has been for several years. There could be a number of reasons for the decline, including reduced numbers going into secondary schools as the population has decreased generally, leading to increased numbers of non-Catholic children getting places in the Roman Catholic schools, a change in admission criteria at The Blue Coat School, leading to fewer Tameside children being allocated places, the impact of parental preference. The increase for 2015/16 is reflective of the general increase of pupils beginning to move through to secondary school following the significant increase that the borough has seen in its birth rate over recent years.
- 2.11 There is a misconception amongst parents that pupils cannot access school buses unless they have a concessionary bus pass. However, clarification has been sought from Transport for Greater Manchester (TfGM) and this is not the case, as pupils can pay to use the services, either per journey or buy daily or weekly discounted tickets. Currently, weekly passes range from £6.50 to £9.00 per week within Greater Manchester.
- 2.12 The changes proposed will not apply to pupils with a Statement of Special Educational Needs/ Education, Health and Care Plan, who will continue to be eligible for a concessionary bus pass. Nor will it affect the eligibility to free transport for families with a low income.

3 OPTIONS FOR CONSULTATION

- 3.1 Whilst the principal reason for proposing revisions to the policy is financial, the proposed changes would not be considered unless they also promoted greater fairness and equity in how the Council provides financial assistance for pupils using public transport, as the current policy gives additional entitlements to those pupils attending denominational schools that others do not enjoy. The proposed changes are intended to ensure that all pupils are treated equitably regardless of whether they attend a denominational or non-denominational school.
- 3.2 The original consultation proposed changes to the Home to School Transport Policy 2008 to be implemented in September 2017.
- 3.3 The options for consideration were:
- Option 1 - to remove the discretionary financial assistance to pupils attending faith schools for **all** pupils from September 2017
 - Option 2 – to remove the discretionary financial assistance to pupils attending faith schools but implement the change on a **phased basis** from September 2017
- 3.4 A full implementation from September 2017 would have a direct impact on 323 pupils who would no longer be eligible. However, an additional 40 pupils would remain eligible under the low income criterion.

The impact by year group and savings that would be made if Option 1 was implemented are shown in the following table:

Table 6

Immediate policy change from September 2017				
	2015/16	2016/17	2017/18	2018/19
Year 7	78	63		
Year 8	54	78		
Year 9	65	54		
Year 10	47	65		
Year 11	50	47		
Total	294	307	0	
New policy change	0	0	-307	
Forecast spend	£ 111,161	£ 116,077	£ -	
Academic Year Saving	£ -	£ -	-£ 116,077	
Financial Year Saving	£ -	£ -	-£ 79,421	-£ 116,077

Option 2 - A phased implementation would mean that no pupils moving into Year 7 from September 2017 onwards would be eligible for discretionary financial assistance. It is difficult to anticipate how many pupils may be affected in the future as parental preference influences pupil allocations. The number of discretionary passes issued to pupils over the last eight years together with a five year average is shown in the table below. It would be reasonable to assume an average of 63 pupils per year group could be affected in future years.

Table 7

Year 7 discretionary passes issued		
Year	Number	Five year average
2008/09	75	
2009/10	92	
2010/11	78	
2011/12	60	
2012/13	52	71
2013/14	69	70
2014/15	57	63
2015/16	78	63

The impact by year group and savings that would be made if Option 2 was implemented are shown in the following table:

Table 8

Phased policy change from September 2017									
	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	
Year 7	78	63							
Year 8	54	78	63						
Year 9	65	54	78	63					
Year 10	47	65	54	78	63				
Year 11	50	47	65	54	78	63			
Total	294	307	260	195	141	63	0		
New policy change	0	0	-63	-126	-189	-252	-315		
Forecast spend	£ 111,161	£ 116,077	£ 98,306	£ 73,730	£ 53,312	£ 23,820	£ -		
Academic Year Saving	£ -	£ -	-£ 17,771	-£ 24,577	-£ 20,417	-£ 29,492	-£ 23,820		
Financial Year Saving	£ -	£ -	-£ 12,159	-£ 22,427	-£ 21,731	-£ 26,626	-£ 25,611	-£ 7,522	

- 3.5 Option 1, ceasing all support from 1 September 2017, produces the maximum savings, as no pupil will receive discretionary support going forward. Option 2, ceasing support for new pupils from 1 September 2017, produces less total savings over a five year period, but is likely to be more acceptable to parents as pupils continuing to receive support and are currently on roll will continue to do so and the benefit would not be taken away just not given in respect of any new pupils.

4 CONSULTATION PROCESS UNDERTAKEN

- 4.1 The consultation ran from 23 May 2016 to 13 July 2016 (a period of 37 working days, 33 secondary school days and 28 primary school days) in line with the 2014 Statutory Guidance on Home to school travel and transport.

- 4.2 Individuals and organisations directly affected, relevant stakeholders and other interested parties were notified of the proposed changes to the Home to School Transport Policy 2008 by letter, and were encouraged to take part in the consultation. This included;

- Parents / carers of pupils resident in Tameside currently attending denominational schools and receiving financial support with the costs of home to school transport. All parents received an individualised letter to their home address a copy of which can be found at **Appendix 1**.
- Parents / carers of pupils resident in Tameside who have been allocated a place at denominational schools from September 2016. All parents received an individualised letter to their home address, a copy of which can be found at **Appendix 1**.
- Headteachers and Governors of All Saints Catholic College, Saint Damian's Roman Catholic Science College and Saint Thomas More Roman Catholic College.
- Headteacher of The Blue Coat School (Church of England Academy), Oldham.
- Elected Members of Tameside Council.
- Members of Parliament.
- Diocese of Shrewsbury (Catholic)
- Diocese of Salford (Catholic).
- Diocese of Manchester (Church of England).
- Diocese of Chester (Church of England).
- Teachers Associations and Trades Unions.
- Headteachers and Governing Bodies of all maintained schools in Tameside.

A letter was sent to Headteachers of all schools for onward circulation to all parents signposting them to the consultation. Over 750 letters were sent out.

- 4.3 Meetings were offered to all the governing bodies at All Saints Catholic College, Saint Damian's Roman Catholic Science College, Saint Thomas More Roman Catholic College and The Blue Coat School but they chose not to take up the offer.

- 4.4 The following briefing documents were provided on the Council's website to assist people who wished to respond to the consultation to understand the current position and proposed changes:

- Current Policy and Proposed Changes;
- Legislative Background and the Consultation Process;
- Frequently Asked Questions (FAQs):
- Executive Decision (18 May 2016).

- 4.5 Consultees were asked to respond to the consultation via the Big Conversation page and questionnaire on the Council's website. In addition a number of people responded by other channels. These include responses forwarded via Local Members and direct

correspondence with the Council through letters, e-mails and the Tameside MBC website Customer Relationship Management system (CRM).

- 4.6 The total number of responses to the consultation is detailed below:
- Big Conversation webpage – 73 (valid responses)
 - Other channels – 18
 - Total – 91
- 4.7 A valid response means the total number of responses after the removal of blank entries or duplicate returns. Two responses were removed as they were duplicates.
- 4.8 The responses given at Question 9 on the Big Conversation and the responses received via other channels (e.g. e-mails or letters) have all been read, recorded and analysed. Themes drawn out from the analysis, and the Tameside Council response, are outlined in **Appendix 2**. Responses to the set questions on the Big Conversation webpage have been analysed and the full results are detailed in **Appendix 3**.

5 KEY FINDINGS (BIG CONVERSATION)

- 5.1 The key findings summarised in this section are based on those people who answered each question on the Big Conversation webpage. As people were able to skip questions the total number for each question won't be the same. Where a proportion or percentage is used it is of those who answered that specific question or provided a response (i.e. comments).
- 5.2 The majority of respondents, 69.9%, were parents, carers or guardians of children at a denominational school. 81% of respondents were parents, carers or guardians of children at The Blue Coat School in Oldham. The next largest was St. Damian's Roman Catholic Science College with 11%. Table 9 provides a breakdown of respondents by school their children attend.

Table 9

Respondents by school their children attend.

School Connection	% (number) of respondents
The Blue Coat School (Oldham)	81.1% (43)
St. Damian's Roman Catholic Science College	11.3% (6)
All Saints Catholic College	1.9% (1)
St. Thomas More Roman Catholic College	1.9% (1)
Other	3.8% (2)
Total	100.0%(53)

- 5.3 Ten respondents through other channels also referenced a particular school. Eight respondents referenced The Blue Coat School and two referenced All Saints Catholic College.
- 5.4 85.9% (61 of 71) respondents strongly agreed or agreed that Tameside Council should regularly review all its spending, in particular discretionary spending, to ensure it meets its financial obligations. And 46.5% (or 33 of 71) respondents (to that question) strongly agreed or agreed that Tameside Council is right to review its Home to School Transport

Policy to ensure it complies with statutory obligations and is fair to all children, irrespective of faith.

- 5.5 The majority of respondents, 64 of 67 (or 95.5%), would prefer the Council to implement changes on a phased basis. 10 respondents choose not to answer this question. It is worth noting that a considerable number of respondents using the free text box commented that they did not prefer either option but the online survey did not allow them to continue without choosing an option. Table 10 provides a breakdown of preference by option.

Table 10

Respondents preference by option.

Option	% (number) preferred
Option 1 – immediate implementation	4.5% (3)
Option 2 – phased implementation	95.5% (60)

- 5.6 The vast majority of respondents, 92% (54 of 59), said they would be directly affected by the proposals.
- 5.7 A number of themes were drawn out from the comments provided at Question 9, which was a free text box on the Big Conversation and the responses received via other channels (e.g. e-mails or letters). The issues raised are summarised below. A further more detailed breakdown, including numbers and the Tameside Council response, can be found at **Appendix 2**.

General opposition to proposal and challenge of Council’s spending priorities.

Concerns about loss of an important subsidy; proposals are unfair, plans are ill-conceived / poorly thought out, and the impact and consequences of the plan have not been considered fully. The Council should review its spending priorities and savings plans. Savings achieved from removing discretionary financial assistance for pupils attending denominational schools are not significant and money should be found from other areas.

Choosing a faith school

Denominational schools meet the needs of pupils who wish to learn in a faith environment underpinned by a Christian ethos in a way that non-denominational schools cannot. It is a parent’s right to choose a faith school and faith based education for their children. The proposals impact on this by making faith schools less accessible due to the cost of travel. Concerns about school choices made taking into account the availability of a pass, decision to apply for a place at a denominational school wouldn’t have been made if change had been known about and siblings being separated if total cost can’t be afforded.

Changing schools / disruption to education

Removal of the discretionary pass for those attending faith schools could lead to children having to move schools (where families cannot absorb the cost), leading to disruption of the child’s education and a detrimental social and developmental impact. Where the decision is taken to move schools due to affordability of the bus pass, there are concerns about there being adequate provision of spaces at local schools to cater for demand.

Statutory / legal obligations / discrimination

By removing discretionary financial assistance for pupils attending denominational schools, Tameside Council is failing in its statutory and legal obligations, and falling short of its corporate responsibilities. The proposals to remove discretionary financial assistance provided to pupils attending denominational schools are discriminatory on the grounds of religion and belief.

Faith schools in Tameside

There are not enough faith schools in Tameside. The lack of local faith secondary schools, in particular Church of England (CoE) schools (of which there are none), means parents have to send their pupils to schools outside of the Borough. The cost of providing such a school is considerably greater than the cost of bus passes, so Tameside Council in lieu of its failure to provide such schooling, should provide financial assistance to attend such schools outside of the Borough as a matter of course.

Financial pressures on working families.

Inability to afford pass directly following removal of discretionary subsidy, increased strain on household finances from having to find extra transport costs, children will miss out on other beneficial activities as transport costs eat into household budget. The removal of discretionary financial assistance provided to pupils attending denominational schools will hit working families who do not come under the 'low income' category / threshold, disproportionately. Concern and upset, that those who should be supported for 'doing the right thing', and having 'paid into the system', are being penalised.

Transport provision.

Concerns over existing and future transport provision. Comments that school busses should be provided to provide free transport for all pupils, public transport needs improving and child safety issues (if have to walk / cycle due to not being able to afford pass).

5.8 Responses were received by letter from the following organisations / bodies:

- Diocese of Chester (Church of England);
- Tameside Catholic Primary School Headteachers' Cluster

A response to the comments received from the diocese and denominational school representatives is included at Appendix 1.

6. STATUTORY GUIDANCE

6.1 The Council must have due regard to the relevant statutory guidance when carrying out its duties in relation to home to school travel and transport, and sustainable travel.

6.2 The Department for Education (DfE) publishes Home to school travel and transport guidance, the latest version of which was published in July 2014. This guidance is statutory for local authorities and all local authorities have a duty to have regard to it when carrying out their duties in relation to home to school travel and transport. The guidance deals with sections 508A, 508B, 508C, 509AD, and Schedule 35B of the Education Act 1996 which were inserted by Part 6 of the Education and Inspections Act 2006.

6.3 In carrying out this consultation, the Council has had regard to the statutory guidance. Part 2 of the guidance considers discretionary arrangements. Section 508C of the Act provides local authorities with discretionary powers to go beyond their statutory duties and provide transport for children who are not entitled to free transport.

6.4 The guidance is clear that it is very much for individual local authorities to decide whether and how to apply this discretion as they are best placed to determine local needs and circumstances. The DfE recognises that local authorities will need to balance the demands for a broad range of discretionary travel against their budget priorities. While the DfE offers guidance, it acknowledges that the final decision on any discretionary travel arrangements must rest with individual local authorities who should engage with parents and clearly communicate what support they can expect from the local authority.

6.5 Section 509AD of the Education Act 1996 requires the Council to have regard to, amongst other things, a parent's wish for their child to be provided with education or training at a

school/institution on grounds of the parent's religion or belief when carrying out their duties/exercising their powers relating to travel. Part 2 of the 2014 Home to School Travel and Transport Guidance referred to above sets out the basis for compliance with these duties/powers, requiring the Council to have due regard to the provisions of the Equalities Act 2010 and the European Convention on Human Rights.

- 6.6 This report should be read in conjunction with the Equalities Impact Assessment attached to the report at Appendix 4.
- 6.7 Part 4 of the 2014 Home to School Travel and Transport Guidance refers to policy change. The consultation was carried out in line with the guidance in that it ran for a period of 37 working days, 33 secondary school days and 28 primary school days in line with the guidance that consultations should last for at least 28 working days during term time. Whilst the guidance says that good practice suggests that the introduction of changes should be on a phased basis, the Council has also to be mindful that it does not breach other legislation. The proposed removal of discretionary powers to extend beyond the statutory requirement ensures that section 14 of the Human Rights Act 1996 is not inadvertently breached through discriminating against parents who specifically want their child to attend a non-denominational school in accordance with their philosophical convictions.
- 6.8 In relation to the discretionary power, this is so far as it is compatible with the provision of efficient instruction and training and the avoidance of unreasonable public expenditure. The proposals within this report have been arrived at in accordance with this guidance. The duty in respect of low income families remains and they will continue to be eligible for free travel arrangements to the nearest school preferred on grounds of religion or belief. The proposed removal of discretionary powers to extend beyond the statutory requirement ensures that section 14 of the Human Rights Act 1996 is not inadvertently breached through discriminating against parents who specifically want their child to attend a non-denominational school in accordance with their philosophical convictions. Any concerns about those low income families above the statutory low income definition will be monitored and the policy kept under review.

7 EQUALITIES IMPACT ASSESSMENT

- 7.1 The Equality Act 2010 makes certain types of discrimination unlawful on the grounds of: Age, Gender, Race, Gender reassignment, Disability, Maternity, sexual orientation, Religion or belief
- 7.2 Section 149 of the Equality Act 2010 places the Council and all public bodies under a duty to promote equality. All public bodies are required to have regard to the need to:
- (a) eliminate discrimination, victimisation, and harassment;
 - (b) advance equality of opportunity between persons who share a relevant protected characteristic and those who do not,
 - (c) foster good relations between those who share a relevant protected characteristic and those who do not.
- 7.3 The Act therefore imposes a duty on the Council which is separate from the general duty not to discriminate, however, Schedule 3, part 2 of the Equality Act 2010 provides an exemption to discrimination on the grounds of religion or belief in relation to transport to or from school.
- 7.4 The full Equalities Impact Assessment is attached in **Appendix 4** and it should be read in conjunction with this report prior to any final decisions being taken.

Impact of the proposed changes

- 7.5 A potential negative impact has been identified in that any changes will specifically affect parents/carers of pupils attending a school of a denomination to which the child's parents/carers adheres.
- 7.6 Whilst there will be a negative impact on specific groups that currently benefit from financial assistance because of the proposed reduction or withdrawal of free travel to denominational schools, the purpose of the change in policy is to remove an existing discrimination in favour of those families of pupils attending a denominational school, which provides them with a benefit that is not available to others.
- 7.7 Local Authorities remain under a general duty to 'have regard' to the wish of a parent for their child to be provided with education at a particular establishment on the grounds of the parents' religion or belief. However, other than the statutory duty towards pupils who are from low income families, there is no statutory duty to provide free transport to denominational schools for children generally.

Mitigating the impact

- 7.8 Mitigations are in place with regards to statutory requirements for distance, low income, Special Educational Needs (SEN) and disability (or a mobility problem).

7.9 Existing / continuing mitigations

- **Distance (Statutory)** – free travel will continue for those pupils whose nearest qualifying school is outside statutory walking distance.
- **Low income (Statutory)** – free travel will continue to be provided to pupils from low income families.
- **SEN / Disability (Statutory)** – free travel will continue to be provided to pupils who are unable to walk to school due to Special Educational Needs (SEN), a disability or a mobility problem.
- **School transfer (Statutory)** – support will be provided to pupils who wish to become registered at a nearer qualifying school rather than pay for the cost of travel. Analysis shows there are sufficient places available within Tameside schools.

7.10 Proposed mitigations (Option 2)

- **Phasing (Option 2).** The withdrawal of discretionary free travel to denominational schools would be phased over a number of years if the Council chose to implement Option 2. The proposed changes to the Home to School Transport Policy are intended to ensure that all pupils are treated equitably regardless of whether they attend a denominational or non-denominational school. Any measures in mitigation of the withdrawal of free travel for pupils attending denominational schools would in themselves need to discriminate between different groups and would reinforce the inequity that already exists.

7.11 Possible mitigations for consideration by schools and parents

- **Funding.** Alternative funding models could be considered to support the retention of the existing free travel or a reduction to part-funded free travel. This could be a combination of funding from the denominational schools, Diocese authorities and parents.

Actions resulting from the Equalities Impact Assessment

7.12 As a result of the Equalities Impact Assessment, actions have been identified to limit, where possible, any impact on pupils. These actions are:

- Support pupils who wish to become registered at a nearer qualifying school rather than pay for the cost of travel.
- Monitor if any changes to discretionary financial assistance / free travel to denominational schools has an impact on admissions and/or attendance.

Outcome

7.13 Either of the two options on which the Council has consulted enables the Council to meet its statutory duties, whilst removing the discretionary provision of free travel to those pupils attending a denominational school which is over 3 miles from home where there is a nearer qualifying school. However, Option 2 would perpetuate an identified potential for inequality until July 2021 as pupils currently eligible work their way through school and Option 1 would allow the Council to meet its legal and statutory obligations from September 2017.

8 CONCLUSION

8.1 The current Home to School Transport Policy goes beyond the statutory requirements, in providing discretionary financial assistance to pupils attending denominational schools regardless of whether there is a nearer non-denominational school with places available and regardless of whether the low income criteria is met. There is an increasing opportunity for other faith schools to be established as Free Schools, both within and outside of the Borough, due to the current government's Academisation and Free School expansion programme which over time, is likely to increase the number of pupils travelling to faith schools.

8.2 A consultation exercise has been undertaken involving direct mailing to over 750 consultees and via schools and the Big Conversation. Disappointingly, less than 100 responses were received. Most responses confirmed that consultees did not want any change to the existing policy.

8.3 The two options set out would achieve the savings outlined in Tables 6 and 8 of Section 3 of this report.

8.4 Both of the two options on which the Council has consulted enable the Council to meet its statutory duties. However, Option 2 would perpetuate an identified potential for inequality until July 2021 as pupils currently eligible work their way through school and Option 1 would allow the Council to meet its legal and statutory obligations from September 2017.

8.5 Schedule 35B of the Education Act 1996, states that transport must be provided, if no suitable arrangements have been made by the Local Authority, for enabling the child to become a registered pupil at a nearer qualifying school. There are sufficient places in the borough to accommodate pupils who may wish to transfer from a denominational school to a nearer school rather than paying for the cost of travel.

8.6 Most local authorities in the Greater Manchester area have already ceased the provision of discretionary support for home to school transport and have implemented these changes in policy successfully, after consulting with interested groups.

9 RECOMMENDATION

9.1 As stated at the front of the report.



ASHTON UNDER LYNE · ALFENHAM · DENTON · DROY BORK · DUKINFIELD · HYDE · LONGDENHAM · MOSELEY · STALYBRIDGE

Parent/carer of

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Doc Ref
Ask for Catherine Moseley
Direct Line 0161 342 3302
Date 23 May 2016

Dear Parent / carer

Proposed Revisions to the Home to School Transport Policy

Tameside Council faces major financial challenges over the next few years and it must make some difficult decisions if it is to protect the front line services that residents value the most.

The Council is proposing to revise the home to school transport policy that will have the effect of removing the discretionary financial assistance provided to those students attending denominational (faith) schools. The consultation options are:

- Option 1 - to remove the discretionary financial assistance to pupils attending faith schools for all pupils from September 2017.
- Option 2 – to remove the discretionary financial assistance to pupils attending faith schools but implement the change on a phased basis from September 2017.

The changes proposed in the consultation will not apply to pupils with an Education, Health and Care Plan or Statement of Special Educational Needs, who will continue to be eligible for a Concessionary Travel Pass. Nor will it affect the entitlement to free transport for families with a low income.

For 2015/16 school year, the Council will spend approximately £199,637 providing free transport to pupils. If approved, it is estimated that the proposed change in policy will save £107,000 per annum when fully implemented. The Council's Cabinet has decided to consult with parents, schools and colleges, diocesan authorities and other interested parties, proposing revisions to this discretionary element of the home to school transport policy.

The proposed changes would also bring greater fairness and equity in how the Council provides financial assistance for pupils using public transport as the current policy gives additional entitlements to those pupils attending denominational schools that others do not enjoy.



As your child currently has a discretionary denominational bus pass, we would welcome your comments on the proposed changes to the policy. The consultation period is from 23 May 2016 until 5pm on 13 July 2016 and the consultation documents can be found on the Council website <http://www.tameside.gov.uk/tbc/HometoSchoolTransportPolicy>.

Should you wish to clarify any points relating to the consultation, please do not hesitate to contact me.

Yours sincerely

A handwritten signature in black ink, appearing to read 'C. Moseley', with a horizontal line extending to the right.

Catherine Moseley
Head of Access and Inclusion

Parent/carer of

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The proposed changes would also bring greater fairness and equity in how the Council provides financial assistance for pupils using public transport as the current policy gives additional entitlements to those pupils attending denominational schools that others do not enjoy.

As your child has been allocated a place at a church school for this September, we would welcome your comments on the proposed changes to the policy. The consultation period is from 23 May 2016 until 5pm on 13 July 2016 and the consultation documents can be found on the Council website <http://www.tameside.gov.uk/tbc/HometoSchoolTransportPolicy>.

Should you wish to clarify any points relating to the consultation, please do not hesitate to contact me.

Yours sincerely

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Catherine Moseley
Head of Access and Inclusion

APPENDIX 2

1 CONSULTATION

- 1.1 The consultation ran from 23 May 2016 to 13 July 2016 (a period of 37 working days, 33 secondary school days and 28 primary school days) in line with the 2014 Statutory Guidance on Home to school travel and transport.
- 1.2 Individuals and organisations directly affected, relevant stakeholders and other interested parties were notified of the proposed changes to the Home to School Transport Policy 2008 by letter, and were encouraged to take part in the consultation. This included;
- Parents / carers of pupils resident in Tameside currently attending denominational schools and receiving financial support with the costs of home to school transport. All parents received an individualised letter to their home address a copy of which can be found at **Appendix 1** of the Key Decision report.
 - Parents / carers of pupils resident in Tameside who have been allocated a place at denominational schools from September 2016. All parents received an individualized letter to their home address a copy of which can be found at **Appendix 1** of the Key Decision report.
 - Headteachers and Governors of All Saints Catholic College, Saint Damian's Roman Catholic Science College and Saint Thomas More Roman Catholic College.
 - Headteacher of The Blue Coat School (Church of England Academy), Oldham.
 - Elected Members of Tameside Council.
 - Members of Parliament.
 - Diocese of Shrewsbury (Catholic)
 - Diocese of Salford (Catholic).
 - Diocese of Manchester (Church of England).
 - Diocese of Chester (Church of England).
 - Teachers Associations and Trades Unions.
 - Headteachers and Governing Bodies of all maintained schools in Tameside.

A letter was sent to Headteachers of all schools for onward circulation to all parents signposting them to the consultation. Over 750 letters were sent out.

- 1.3 Meetings were offered to all the governing bodies at All Saints Catholic College, Saint Damian's Roman Catholic Science College, Saint Thomas More Roman Catholic College and The Blue Coat School but they chose not to take up the offer.
- 1.4 The following briefing documents were provided on the Councils website to assist people who wished to respond to the consultation to understand the current position and proposed changes:
- Current Policy and Proposed Changes;
 - Legislative Background and the Consultation Process;
 - Frequently Asked Questions (FAQs);
 - Executive Decision (18 May 2016).
- 1.5 Consultees were asked to respond to the consultation via the Big Conversation page and questionnaire on the Council's website. In addition a number of people responded by other channels. These include responses forwarded via Local Members and direct correspondence with the Council through letters, e-mails and the Tameside MBC website Customer Relationship Management system (CRM).
- 1.6 The total number of responses to the consultation is detailed below:
- Big Conversation webpage – 73 (valid responses)

- Other channels – 18
- Total – 91

- 1.7 A valid response means the total number of responses after the removal of blank entries or duplicate returns. Two responses were removed as they were duplicates.
- 1.8 Responses to the set questions on the Big Conversation webpage have been analysed and the full results are detailed below. The responses given at Question 9 on the Big Conversation and the responses received via other channels (e.g. e-mails or letters) have all been read, recorded and analysed. Themes drawn out from the analysis, and the Tameside Council response, are outlined below.
- 1.9 Responses were received by letter from the following organisations / bodies:
- Diocese of Chester (Church of England)
 - Tameside Catholic Primary School Headteachers' Cluster

2 KEY FINDINGS (BIG CONVERSATION)

- 2.1 The key findings summarised in this section are based on those people who answered each question on the Council Big Conversation webpage. As people were able to skip questions the total number for each question won't be the same. Where a proportion or percentage is used it is of those who answered that specific question or provided a response (i.e. comments).
- 2.2 The majority of respondents, 69.86%, were parents, carers or guardians of children at a denominational school. 81.1% of respondents were parents, carers or guardians of children at The Blue Coat School in Oldham. The next largest was St. Damian's Roman Catholic Science College with 11.32%. Over 90% (47) of those respondents are in receipt of a discretionary bus passes. The table below provides a breakdown of respondents by school their children attend.

Table 1

Respondents by school their children attend.

School Connection	% (number) of respondents
The Blue Coat School (Oldham)	81.13% (43)
St. Damian's Roman Catholic Science College	11.32% (6)
All Saints Catholic College	1.89% (1)
St. Thomas More Roman Catholic College	1.89% (1)
Other	3.77% (2)
Total	100.0%(53)

10 respondents through other channels also referenced a particular school. 8 respondents referenced The Blue Coat School and 2 referenced All Saints Catholic College.

- 2.3 85.91% (61 of 71) of respondents agreed or strongly agreed that Tameside Council should regularly review all its spending, in particular discretionary spending, to ensure it meets its financial obligations. And 46.48% (or 33 of 71) respondents (to that question) agreed or strongly agreed that Tameside Council is right to review its Home to School Transport Policy to ensure it complies with statutory obligations and is fair to all children, irrespective of faith.

2.4 The majority of respondents, 64 of 67 (or 95.52%), would prefer the Council to implement Option 2, a phased approach but many commented in their narrative that they actually do not prefer either option but had no choice but to select one of the options as the survey did not allow them to progress without picking one of the responses. The table below provides a breakdown of preference by option.

Table 2:
Respondents preference by option.

Option	% (number) preferred
Option 1 – immediate implementation	4.48% (3)
Option 2 – phased implementation	95.52% (64)

2.5 Below is a summary of the responses collated in response to the consultation process .The number of comments is split between those from the Big Conversation webpage and those through other channels. Other channels include comments through letters and e-mails.

Table 3

CONSULTATION FEEDBACK THEME	COUNCIL'S RESPONSE
GENERAL OPPOSITION	
Concerns about: <ul style="list-style-type: none"> • Loss of an important subsidy • Proposals are unfair • Plans are ill-conceived / poorly thought out • Impact and consequences of the plan has not been considered fully • Consultation (timing & format) poor 	<p>The Council took the decision to consult on changes to the Home to School Transport Policy in May 2016. Unfortunately, there is never a good time to consult on proposals where there is a potential impact on pupils and families. The school application process starts in the summer and end the following September so there is no point in the year that is better than any other.</p> <p>The consultation process has followed Department for Education guidance in its timescale and format and has been extensive. The potential impact was outlined in advance of the consultation and was included in the documents available for all to read before submitting a response.</p>
44 (61.9%) – Big Conversation	
14 (77.7%) – other channels (e.g. letters)	
58 (63.7%) – total	<p>The impact of the proposed changes are subject to a comprehensive Equalities Impact Assessment which carefully considers the impact on equality groups and the impact is clearly articulated to decision makers in this report.</p>

CONSULTATION FEEDBACK THEME	COUNCIL'S RESPONSE
	<p>In order to ensure that the questionnaire is completed by as many respondents as possible some questions were set so they could not be left blank. However, the Council accepts that not everyone who answered question 8 was in favour of the option they picked.</p> <p>The Council noted that there was an error on the downloadable version of the questionnaire. This mistakenly said that the consultation closed on Friday 13 July 2106 at 5pm rather than Wednesday 13 July. A decision was made to accept as on time any paper questionnaire that was received on both Thursday 14 July and Friday 15 July 2016.</p>
NEED FOR CHANGE	Noted
Acceptance of the need for change due to funding cuts and the financial situation (both specific to TMBC and general climate of 'austerity')	
8 (10.9%) – Big Conversation	
6 (33.3%) – other channels (e.g. letters)	
14 (15.3%) – total	
SPENDING PRIORITIES	The Council is constantly reviewing its spending priorities across all services and has made significant savings already, however, due to the scale of budget cuts it is inevitable that some policy changes to reduce discretionary support will be unpopular.
<p>The Council should review its spending priorities and savings plans. Savings achieved from removing discretionary financial assistance for pupils attending denominational schools are not significant and money should be found from other areas.</p> <ul style="list-style-type: none"> • Statues • Staff/Councillor hospitality, allowances, expenses. • TfGM subsidy 	
11 (15%) – Big Conversation	

CONSULTATION FEEDBACK THEME	COUNCIL'S RESPONSE
4 (20%) – other channels (e.g. letters)	
15 (16%) – total	
RIGHT TO CHOOSE A FAITH SCHOOL	
It is a parent's right to choose a faith school and faith based education for their children. The proposals impact on this by making faith schools less accessible due to the cost of travel.	There are many reasons why parents select a school for their child and it is acknowledged that in some circumstances the availability of free transport may be a factor. However, there are non-denominational schools that are oversubscribed, with demand for places coming from across a wide area. In these cases, the absence of free transport does not appear to be a barrier to access, or impact on parental demand.
5 (6.8%) – Big Conversation	
3 (16.6%) – other channels (e.g. letters)	There would be nothing to prevent schools providing home to school transport from their delegated budgets, or provide a hardship fund to support parents who do not qualify for support under the low income criteria, if they wished to do so.
8 (8.8%) – total	A review of all applications in the last two years, identified that the provision of discretionary support for transport was not given as a reason for a choice of a school place at a denominational school in any instance.
QUALITY OF EDUCATION	
Faith schools provide the best education. Denominational schools meet the needs of pupils who wish to learn in a faith environment underpinned by a Christian ethos in a way that non-denominational schools can't.	There are many good secondary schools in Tameside and whilst not all provide the same ethos as denominational schools, many provide good or outstanding education for their pupils.
7 (9.6%) – Big Conversation	
7 (38.9%) – other channels (e.g. letters)	
14 (15.4%) – total	
STATUTORY / LEGAL OBLIGATIONS	
By removing discretionary financial assistance for pupils attending denominational schools, Tameside Council is failing in its statutory and legal	Pupils from low income families, whether attending denominational or non-denominational schools, will continue to receive free transport in accordance with the Council's statutory responsibilities. This ensures that those pupils from areas of greatest socio-economic

CONSULTATION FEEDBACK THEME	COUNCIL'S RESPONSE
obligations, and falling short of its corporate responsibilities.	will continue to be supported. The new policy would bring the discretionary support into line with the policy as it applies to non-denominational schools, removing any discrimination that currently exists.
3 (4.1%) – Big Conversation	
5 (27.8%) – other channels (e.g. letters)	
8 (8.8%) – total	
DISCRIMINATION	<p>Under the current policy, parents seeking a place for their child in a denominational school benefit from an entitlement for discretionary support for home to school transport that is not available to parents seeking a place at a non-denominational school. The proposed revision seeks to redress this inequity.</p> <p>Parents will still have the right to express a preference for a place at a denominational school of their choice.</p> <p>The Equality Act 2010, Schedule 3, Part 2 provides an exemption to discrimination on the grounds of religion or belief in relation to transport to or from school.</p> <p>There is a mistaken belief that children who attend a non-denominational school over 3 miles from their home address will still receive a bus pass and this is discriminatory. Tameside Council does not automatically issue passes to pupils travelling more than 3 miles to a school. The Council's policy reflects the statutory requirement to provide transport a pupil's nearest school if that is more than 3 miles away. Tameside is a compact borough and no pupil lives more than 3 miles from their nearest school. This criterion is only ever used if a pupil moves into the borough and because many high schools are full, the pupil cannot be accommodated in a school that is nearer than 3 miles from home. However, this rarely happens and only one pass has been issued in these circumstances in the last five years.</p>
<p>The proposals to remove discretionary financial assistance provided to pupils attending denominational schools are discriminatory on the grounds of religion and belief. Other children attending non-denominational schools will still be eligible for a pass if they live over 3 miles from the school</p>	
3 (4.1%) – Big Conversation	
3 (16.6%) – other channels (e.g. letters)	
6 (6.6%) – total	
FAITH SCHOOLS IN TAMESIDE	<p>The suggestion that the policy shouldn't be changed because it is long-standing practice is clearly a difficult one to sustain. There may be historical and geographical reasons why schools were established, and why they are located where they are. Some of these reasons will pre-date the 1944 Education Act, may pre-date the development of comprehensive public transport infra-structure, and there will have certainly been significant demographic change over the years. Therefore, the initial need and justification for the policy</p>
<p>There are not enough faith schools in Tameside. The lack of local faith secondary schools, in particular Church of England (CoE) schools (of which there are none), means parents have to send their pupils to schools outside of the Borough.</p>	

CONSULTATION FEEDBACK THEME	COUNCIL'S RESPONSE
<p>The cost of providing such a school is considerably greater than the cost of bus passes, so TMBC, in lieu of its failure to provide such schooling, should provide financial assistance to attend such schools outside of the Borough as a matter of course</p>	<p>may have long since passed.</p> <p>Voluntary aided schools and the diocese make a 10% contribution to capital building costs, which the Council does not have to find. Equally the Council does not receive capital funding for denominational voluntary aided schools or any revenue or capital funding in respect of The Blue Coat school, so no savings accrue to the Council. In addition, the Council has provided a brand new 750 place school for St Damian's through a PFI contract, which will also ensure that it is maintained to a high standard for 25 years at no cost to the diocese.</p>
<p>29 (39.7%) – Big Conversation</p>	
<p>5 (27.8%) – other channels (e.g. letters)</p>	<p>Denominational schools in Tameside are very popular and there is no reason to believe they will become unviable. We are not in a position to make a detailed judgement on the potential impact of the removal of transport support on parents' decisions as this is currently unknown although local authorities who have already ceased to provide discretionary support confirm that there has been little or no impact on the number of parents expressing a preference for a place at a denominational school. There would be nothing to prevent schools providing home to school transport from their delegated budgets, if they wished to do so.</p> <p>The last major review of secondary places was undertaken in 2006. At no time since then has any diocese proposed the establishment of a new denominational school in the borough. For the avoidance of doubt, the Council cannot propose the establishment of a denominational school.</p>
<p>34 (37.3%) – total</p>	
<p>COST BURDEN</p>	<p>For those families most likely to face financial hardship as a result of the change in policy, it is expected that many would continue to be eligible for free transport under the low income criteria.</p> <p>There would be nothing to prevent schools providing home to school transport from their delegated budgets, or provide a hardship fund to support parents who do not qualify for support under the low income criteria, if they wished to do so.</p> <p>The cost of bus fares can be reduced by buying weekly discounted tickets. Currently, a weekly pass is £7 per week on First Buses, £6.50 on Stagecoach services and Stott's accept the System One pass which can be used on any bus within Greater Manchester, at any time of the day that is from £9.00 per week.</p>
<p>Concerns about:</p> <ul style="list-style-type: none"> • Inability to afford pass directly following removal of discretionary subsidy • Increased strain on household finances / budget having to find extra transport costs • Children will miss out on other beneficial activities as transport costs eat into household budget • Concern of multiplier effect in transport costs as younger children move through school system 	

CONSULTATION FEEDBACK THEME	COUNCIL'S RESPONSE
18 (26%) – Big Conversation	
10 (55.6%) – other channels (e.g. letters)	
28 (30.7%) – total	
WORKING FAMILIES	<p>For those families most likely to face financial hardship as a result of the change in policy, it is expected that many would continue to be eligible for free transport under the low income criteria.</p> <p>There would be nothing to prevent schools providing home to school transport from their delegated budgets, or provide a hardship fund to support parents who do not qualify for support under the low income criteria, if they wished to do so. At the end of the last financial year, Voluntary Aided secondary schools had over £500,000 in surplus balances.</p> <p>The cost of bus fares can be reduced by buying weekly discounted tickets. Currently, a weekly pass is £7 per week on First Buses, £6.50 on Stagecoach services and Stott's accept the System One pass which can be used on any bus within Greater Manchester, at any time of the day that is from £9.00 per week.</p>
<p>The removal of discretionary financial assistance provided to pupils attending denominational schools will hit working families who do not come under the 'low income' category / threshold, disproportionately. Concern and upset, that those who should be supported for 'doing the right thing', and having 'paid into the system', are being penalised</p>	
13 (17.8%) – Big Conversation	
6 (33.3%) – other channels (e.g. letters)	
19 (20.8%) – total	
AVAILABILITY OF PASS WAS PART OF DECISION	<p>Since 2011 (with the exception of September 2013), the Council's Moving On prospectus that all applicants are encouraged to read before making an application for year 7 has included reference to the fact that the Council is considering reviewing the home to school transport policy for discretionary bus passes. Those pupils who entered year 7 in September 2013 received a letter as part of the consultation that took place in April 2013 when proposals to cease discretionary home to school transport were first considered by the Council. Therefore all families of pupils currently in a denominational school should have been aware that this was a possibility.</p> <p>The consultation also included an option for phasing out the discretionary eligibility criteria meaning pupils currently in receipt of a pass will continue to be so whilst their circumstances remain the same.</p>
<p>The availability of discretionary financial assistance provided to pupils attending denominational schools in the form of a subsidised bus pass impacts on the school selection process. Concerns about:</p> <ul style="list-style-type: none"> • School choices made taking into account the availability of a pass • Decision wouldn't have been made if change had been known about • Siblings being separated if total cost can't be afforded 	
8 (10.9%) – Big Conversation	

CONSULTATION FEEDBACK THEME	COUNCIL'S RESPONSE																																
10 (55.6%) – other channels (e.g. letters)																																	
18 (19.8%) – total																																	
DISRUPTION TO EDUCATION																																	
Removal of the discretionary pass for those attending faith schools could lead to children having to move schools where families cannot absorb the cost, leading to disruption of the child's education and a detrimental social and developmental impact	<p>The Executive Decision report dated 18 May 2016 in Section 2.23 - 2.24 considered the availability of places in other schools to accommodate pupils who may wish to transfer following any proposed changes to the Home to School Transport Policy. This showed that there are sufficient places to accommodate pupils wishing to move schools. The Council acknowledges that moving schools would be disruptive to a child's education but would work with families who wished to pursue this route to place pupils in other schools as quickly as possible.</p>																																
5 (6.8%) – Big Conversation																																	
6 (33.3%) – other channels (e.g. letters)	<p>Analysis of the impact of similar changes to policy in other Borough's indicates that most parents would not necessarily choose this route. Bury MBC agreed to end discretionary faith transport in September 2013. Following contact with Bury Council in June 2013, a representative said <i>"To date, we have not had any requests from parents to change schools as a result of the change in policy - either for places allocated for September or for those already on roll to move from a denominational school to a school nearer home. We are currently undergoing transfer appeals for admission to secondary schools in September 2013 and the change in our transport policy has not been raised at all as an issue."</i></p>																																
11 (12.1%) – total	<p>Additionally, Oldham MBC made the same changes in 2008. St Damian's RC Science College have traditionally attracted a significant number of applications from Oldham. An analysis of applications from Oldham residents below shows that any impact was temporary.</p> <table border="1" data-bbox="719 1615 1417 1877"> <thead> <tr> <th data-bbox="719 1615 874 1731">Oldham apps to St Damian's</th> <th data-bbox="874 1615 959 1731">2013</th> <th data-bbox="959 1615 1043 1731">2012</th> <th data-bbox="1043 1615 1128 1731">2011</th> <th data-bbox="1128 1615 1212 1731">2010</th> <th data-bbox="1212 1615 1297 1731">2009</th> <th data-bbox="1297 1615 1382 1731">2008</th> <th data-bbox="1382 1615 1453 1731">2007</th> </tr> </thead> <tbody> <tr> <td data-bbox="719 1731 874 1771">Requests</td> <td data-bbox="874 1731 959 1771">44</td> <td data-bbox="959 1731 1043 1771">51</td> <td data-bbox="1043 1731 1128 1771">45</td> <td data-bbox="1128 1731 1212 1771">52</td> <td data-bbox="1212 1731 1297 1771">35</td> <td data-bbox="1297 1731 1382 1771">22</td> <td data-bbox="1382 1731 1453 1771">42</td> </tr> <tr> <td data-bbox="719 1771 874 1812">Allocated</td> <td data-bbox="874 1771 959 1812">40</td> <td data-bbox="959 1771 1043 1812">46</td> <td data-bbox="1043 1771 1128 1812">45</td> <td data-bbox="1128 1771 1212 1812">45</td> <td data-bbox="1212 1771 1297 1812">32</td> <td data-bbox="1297 1771 1382 1812">20</td> <td data-bbox="1382 1771 1453 1812">40</td> </tr> <tr> <td data-bbox="719 1812 874 1877">Total allocated</td> <td data-bbox="874 1812 959 1877">157</td> <td data-bbox="959 1812 1043 1877">160</td> <td data-bbox="1043 1812 1128 1877">152</td> <td data-bbox="1128 1812 1212 1877">157</td> <td data-bbox="1212 1812 1297 1877">152</td> <td data-bbox="1297 1812 1382 1877">154</td> <td data-bbox="1382 1812 1453 1877">150</td> </tr> </tbody> </table> <p>The school also did not experience any pupils transferring out of the school due to changes in the policy from Oldham Council.</p>	Oldham apps to St Damian's	2013	2012	2011	2010	2009	2008	2007	Requests	44	51	45	52	35	22	42	Allocated	40	46	45	45	32	20	40	Total allocated	157	160	152	157	152	154	150
Oldham apps to St Damian's	2013	2012	2011	2010	2009	2008	2007																										
Requests	44	51	45	52	35	22	42																										
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Total allocated	157	160	152	157	152	154	150																										

CONSULTATION FEEDBACK THEME	COUNCIL'S RESPONSE
AVAILABILITY OF PLACES	<p>The Executive Decision report dated 18 May 2016 in Section 2.23 - 2.24 considered the availability of places in other schools to accommodate pupils who may wish to transfer following any proposed changes to the Home to School Transport Policy. This showed that there are sufficient places to accommodate pupils wishing to move schools. The Council acknowledges that moving schools would be disruptive to a child's education but would work with families who wished to pursue this route to place pupils in other schools as quickly as possible.</p>
Where the decision is taken to move schools due to affordability of the bus pass, there are concerns about there being adequate provision of spaces at local schools to cater for demand	
1 (1.4%) – Big Conversation	
1 (0.5%) – other channels (e.g. letters)	
2 (2.1%) – total	
TRANSPORT PROVISION	<p>There seems to be a misconception amongst parents that pupils cannot access school buses unless they have a concessionary bus pass. However, clarification has been sought from Transport for Greater Manchester (TfGM) and this is not the case, as pupils can pay to use the services, either per journey or buy daily or weekly discounted tickets. School buses are organised by TfGM and other areas of Greater Manchester that do not offer denominational school bus passes still have similar levels of school services.</p> <p>Families of children who choose to walk or cycle to school would need to consider if this could be achieved safely and take appropriate measures to minimise any risks they identified, for example, only crossing roads where it is safe to do so or accompanying the child as necessary.</p>
Concerns over existing and future transport provision (occasionally predicated on the belief that where passes are removed, transport will be also). Concerns about:	
<ul style="list-style-type: none"> • Public transport needs improving • Child safety issues (if have to walk / cycle due to not being able to afford pass) 	
2 (2.8%) – Big Conversation	
0 (0%) – other channels (e.g. letters)	
Concerns about withdrawal of school buses	<p>Transport for Greater Manchester are responsible for planning school bus provision across the Greater Manchester area and all secondary schools in Tameside benefit from school bus services. It has been confirmed with Transport for Greater Manchester that the proposed change in policy will have no direct impact current school bus provision. Pupils without concessionary bus passes can currently access this provision and will continue to be able to do so.</p>
Fears that removal of bus pass will result in removal of the bus service to which it relates	
2 (2.8%) – Big Conversation	
4 (22.2%) – other channels (e.g. letters)	
6 (6.5%) – total	

- 2.6 Responses were received by letter from the following organisations / bodies:
- Diocese of Chester (Church of England)
 - Tameside Catholic Primary School Headteachers' Cluster

Table 2

Organisation	Comment	Response
Chester Diocesan Board of Education	The proposals will make it difficult for parents to choose a Church of England school as there isn't one in the borough.	The Council does not agree that the proposals to review the provision of discretionary transport would make it more difficult for parent's to exercise the choice of a faith education. Parents would still be fully able, through the admissions process, to exercise the choice of a faith education. However they would need to be aware, unless they are entitled to free transport by qualifying under the means test (for low incomes), that in making such a choice they would need to meet the cost themselves – just like parents in the vast majority of other circumstances do.
Chester Diocesan Board of Education	Families with a household income just over the threshold for free school meals will be hardest hit.	This concern is partly addressed by the statutory requirement to provide free transport to the nearest school preferred by reason of a parent's religion or belief to pupils who are entitled to free school meals or whose family are in receipt of their maximum level of Working Tax Credit, where that school is between 2 and 15 miles. For other households, this will be a matter of financial prioritisation, just like it is for other households who exercise an alternative school choice, for other reasons.
Chester Diocesan Board of Education	Only the second option, a phased approach, would be acceptable to the Diocese.	Noted
Tameside Catholic Primary School Headteachers' Cluster	Only 2 consultation options available and no option to completely disagree with the proposals.	In order to ensure that the questionnaire is completed by as many respondents as possible some questions were set so they could not be left blank. However, the questionnaire did provide a free text box for respondents to make their views on the process known. The Council accepts that not everyone who answered question 8 was in favour of one of the options available.
Tameside Catholic Primary School Headteachers' Cluster	The preamble to the consultation on the TMBC website states that, 'the changes would also bring greater fairness and equity in how the Council provides financial assistance for pupils using public transport as the current policy gives additional	Charges for appeals in denominational schools are currently the subject of discussion in the Schools Forum, the body that acts as a consultative body on some issues and a decision making body on others. The forum mainly considers matters of school funding.

Organisation	Comment	Response
	<p>entitlements to those pupils attending denominational schools that others do not enjoy.' As oversubscribed voluntary aided schools in Tameside are currently being charged by the council to hear admissions appeals (and non-VA schools are not) this strikes us as a rather disingenuous statement. If part of the council's real motivation were to bring about greater fairness and equity between funding for pupils attending denominational and non-denominational schools, might we suggest that the removal of recharges to VA schools for admissions appeal hearings would be the next most obvious place to review? This would ensure that the money currently being lost to the budgets of VA schools following appeals hearings (and the consequent negative impact on funding these pupils' education) could be re-instated and the current imbalance in funding between denominational and non-denominational schools in this aspect could be corrected.</p>	<p>If a decision was made by the Council to remove the charge for school appeals for voluntary aided schools, this would not result in a saving to the Council as the funding would remain in schools rather than with the Council. The inequity between pupils attending denominational and non-denominational schools would remain.</p>

3 ALTERNATIVE OPTIONS

3.1 The consultation elicited several suggestions for alternative options to the proposals.

Table 3

ALTERNATIVE OPTION PROPOSED	COUNCIL'S RESPONSE
Provide a 50% subsidy from the council	One of the main purposes of these proposed changes to the home to school transport policy is to remove an inequity where children attending denominational schools can be eligible for assistance with travel costs that pupils with the same circumstances but attending a non-denominational school would not be eligible. A 50% subsidy would perpetuate this inequity and therefore the Council is unable to consider this alternative option.
Give bus pass to all parents	There are currently (January 2016 census) 12,681 pupils in secondary schools in Tameside. If every child were to be given a bus pass at the current cost of £376 each, this would cost almost £5million per year which is simply not an option for Tameside Council to consider
Open a Church of England school in Tameside	The last major review of secondary places was undertaken in 2006. At no time since then has any diocese proposed the establishment of a new denominational school in the borough. For the avoidance of doubt, the Council cannot propose the establishment of a denominational school.

APPENDIX 3

Home to School Transport Policy

Q1 We want to hear your views. This information will only be used as part of the consultation and will not be used or processed for any other purpose. Thank you for joining in our Big Conversation.

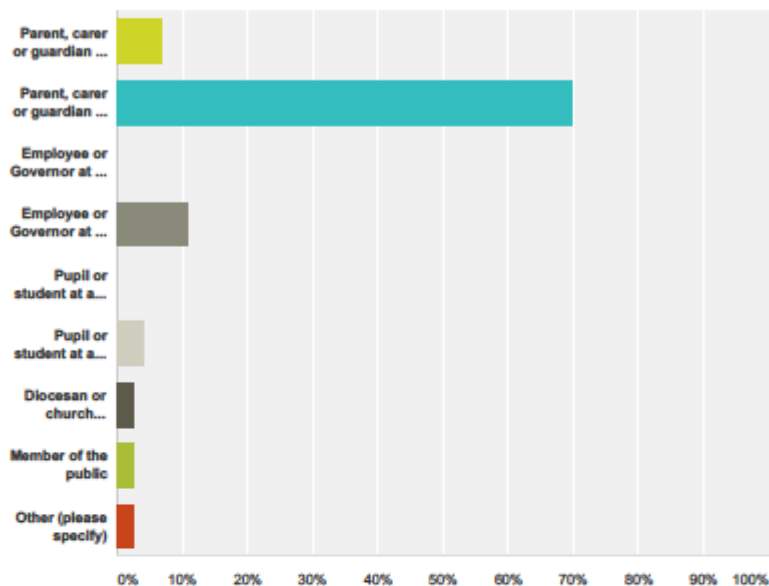
Answered: 73 Skipped: 3

Answer Choices	Responses	
Name	100.00%	73
Address 1	98.63%	72
Address 2	32.88%	24
Town	97.26%	71
Postcode	98.63%	72
Telephone	86.30%	63
Email Address	90.41%	66

Home to School Transport Policy

Q2 Please indicate your interest in this consultation? (Please tick one box only)

Answered: 73 Skipped: 3

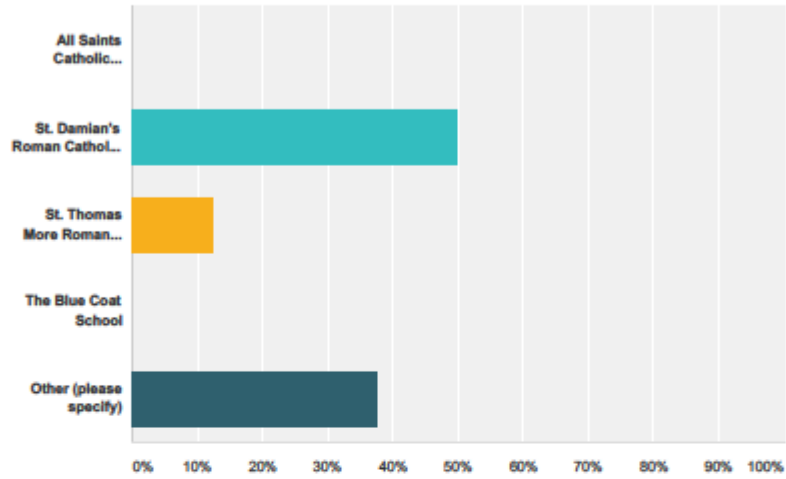


Answer Choices	Responses	
Parent, carer or guardian of a child at a non-denominational school	6.85%	5
Parent, carer or guardian of a child at a denominational school	69.86%	51
Employee or Governor at a non-denominational school	0.00%	0
Employee or Governor at a denominational school	10.96%	8
Pupil or student at a non-denominational school	0.00%	0
Pupil or student at a denominational school	4.11%	3
Diocesan or church representative	2.74%	2
Member of the public	2.74%	2
Other (please specify)	2.74%	2
Total		73

Home to School Transport Policy

Q3 If you are an employee or governor at a denominational school, please specify which school you are employed with / are a governor for. (Please tick one box only)

Answered: 8 Skipped: 68

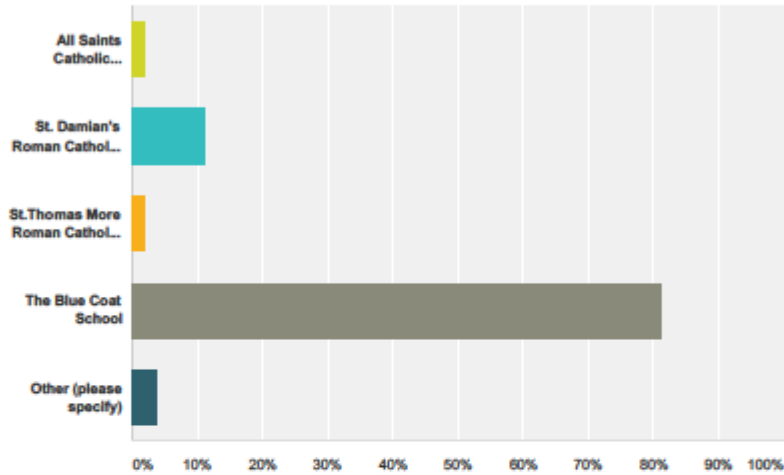


Answer Choices	Responses
All Saints Catholic College	0.00% 0
St. Damian's Roman Catholic Science College	50.00% 4
St. Thomas More Roman Catholic College	12.50% 1
The Blue Coat School	0.00% 0
Other (please specify)	37.50% 3
Total	8

Home to School Transport Policy

Q4 If you are a parent, carer or guardian of a child / children who attend a denominational school, please specify which school they attend. (Please tick all that apply)

Answered: 53 Skipped: 23

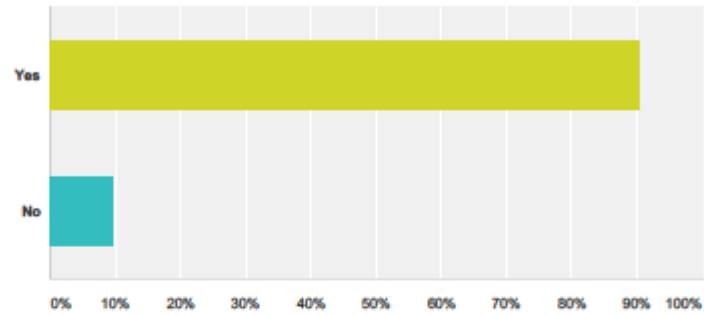


Answer Choices	Responses
All Saints Catholic College	1.89% 1
St. Damian's Roman Catholic Science College	11.32% 6
St. Thomas More Roman Catholic College	1.89% 1
The Blue Coat School	81.13% 43
Other (please specify)	3.77% 2
Total Respondents: 53	

Home to School Transport Policy

Q5 Are you or your child currently in receipt of a discretionary travel pass on denominational (faith) grounds?

Answered: 52 Skipped: 24

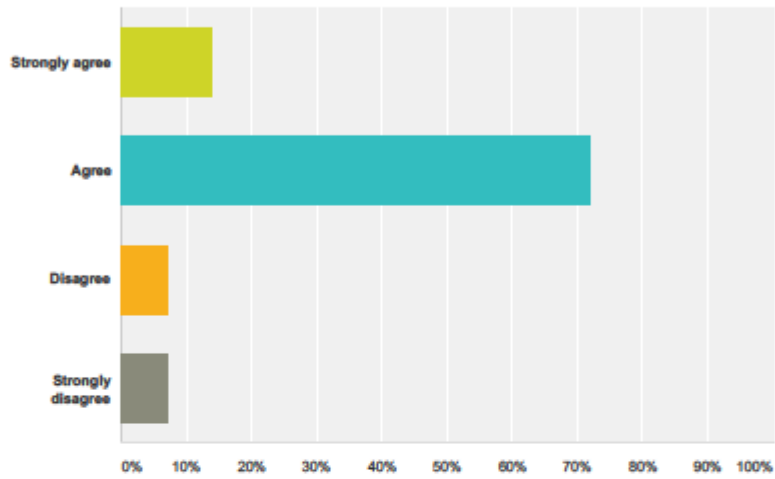


Answer Choices	Responses	
Yes	90.38%	47
No	9.62%	5
Total		52

Home to School Transport Policy

Q6 Do you agree or disagree that Tameside Council should regularly review all its spending, in particular discretionary spending, to ensure it meets its financial obligations? (Please tick one box only)

Answered: 71 Skipped: 5

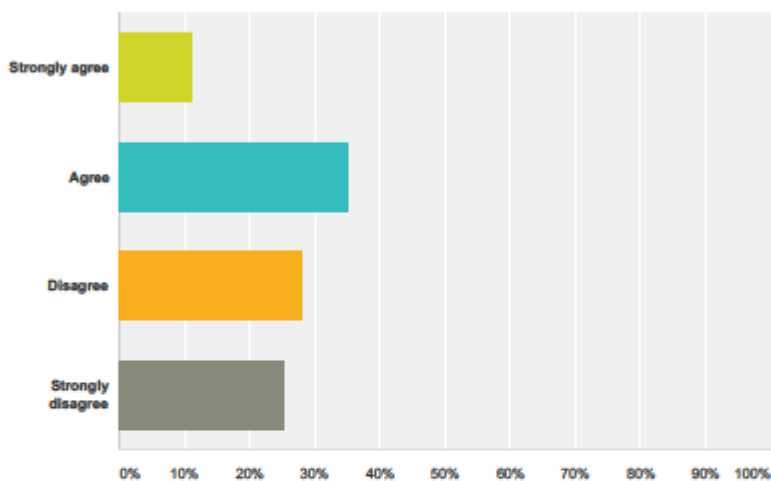


Answer Choices	Responses	
Strongly agree	14.68%	10
Agree	71.83%	51
Disagree	7.04%	5
Strongly disagree	7.04%	5
Total		71

Home to School Transport Policy

Q7 Do you agree or disagree that Tameside Council is right to review its Home to School Transport Policy to ensure it complies with statutory obligations and is fair to all children, irrespective of their faith? (Please tick one box only)

Answered: 71 Skipped: 5

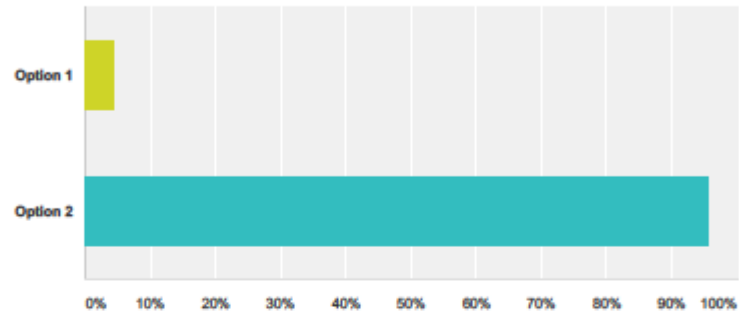


Answer Choices	Responses	
Strongly agree	11.27%	8
Agree	35.21%	25
Disagree	28.17%	20
Strongly disagree	25.35%	18
Total		71

Home to School Transport Policy

**Q8 Which option would you prefer
Tameside Council to implement? (Please
tick one box only)**

Answered: 67 Skipped: 9



Answer Choices	Responses
Option 1	4.48% 3
Option 2	95.52% 64
Total	67

Home to School Transport Policy

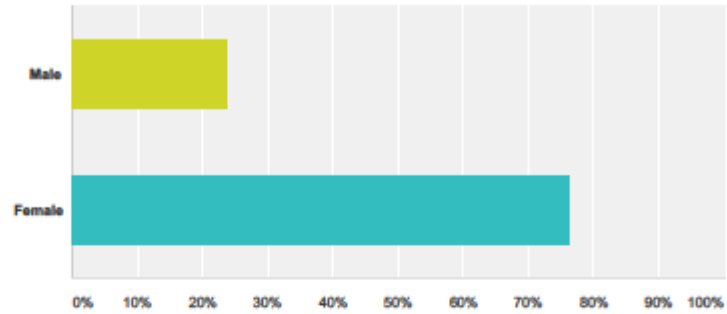
Q9 Please provide any comments or views you wish to make on the proposals. (Please state in the box below)

Answered: 48 Skipped: 28

Home to School Transport Policy

Q10 What is your gender?

Answered: 59 Skipped: 17



Answer Choices	Responses
Male	23.73% 14
Female	76.27% 45
Total	59

Home to School Transport Policy

Q11 What is your Age? (Please state)

Answered: 51 Skipped: 25

Home to School Transport Policy

Q12 What is your Postcode? (Please state)

Answered: 51 Skipped: 25

Home to School Transport Policy

Q13 Which ethnic group do you consider yourself to belong to? (Please tick one box only)

Answered: 54 Skipped: 22

Home to School Transport Policy



Answer Choices	Responses
White - English / Welsh / Scottish / Northern Irish / British	92.5% 50

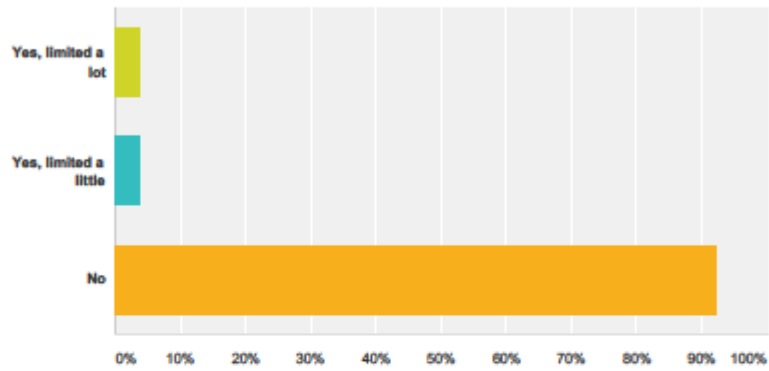
Home to School Transport Policy

White - Irish	1.85%	1
White - Gypsy or Irish Traveller	0.00%	0
Other White background (please specify in the box below)	3.70%	2
White & Black Caribbean	0.00%	0
White & Black African	0.00%	0
White & Asian	0.00%	0
Other Mixed background (please specify in the box below)	0.00%	0
Asian/Asian British - Indian	0.00%	0
Asian/Asian British - Pakistani	0.00%	0
Asian/Asian British - Bangladeshi	0.00%	0
Asian/Asian British - Chinese	0.00%	0
Other Asian background (please specify in the box below)	0.00%	0
Black/Black British - African	1.85%	1
Black/Black British - Caribbean	0.00%	0
Other Black / African / Caribbean background (please specify in the box below)	0.00%	0
Arab	0.00%	0
Any other Ethnic group (please specify in the box below)	0.00%	0
Total		54

Home to School Transport Policy

Q14 Are your day-to day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months? Include problems related to old age. (Please tick one box only)

Answered: 52 Skipped: 24

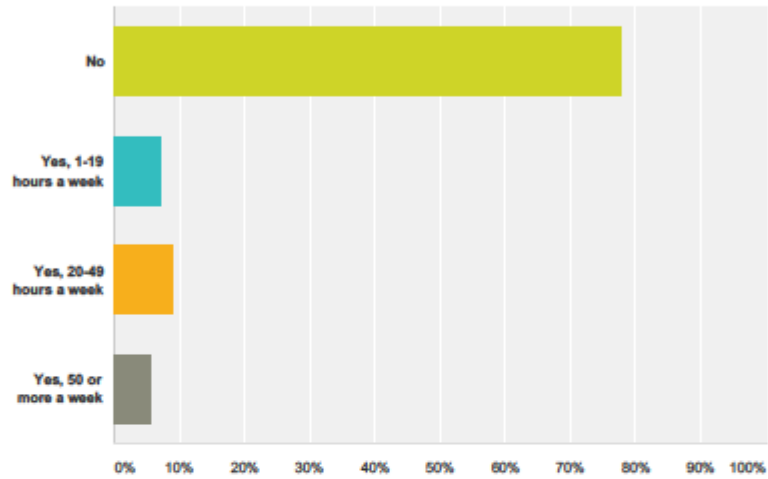


Answer Choices	Responses	Count
Yes, limited a lot	3.85%	2
Yes, limited a little	3.85%	2
No	92.31%	48
Total		52

Home to School Transport Policy

**Q15 Do you look after, or give any help or support to family members, friends, neighbours or others because of either, long term physical or mental ill-health / disability or problems due to old age?
(Please tick one box only)**

Answered: 54 Skipped: 22

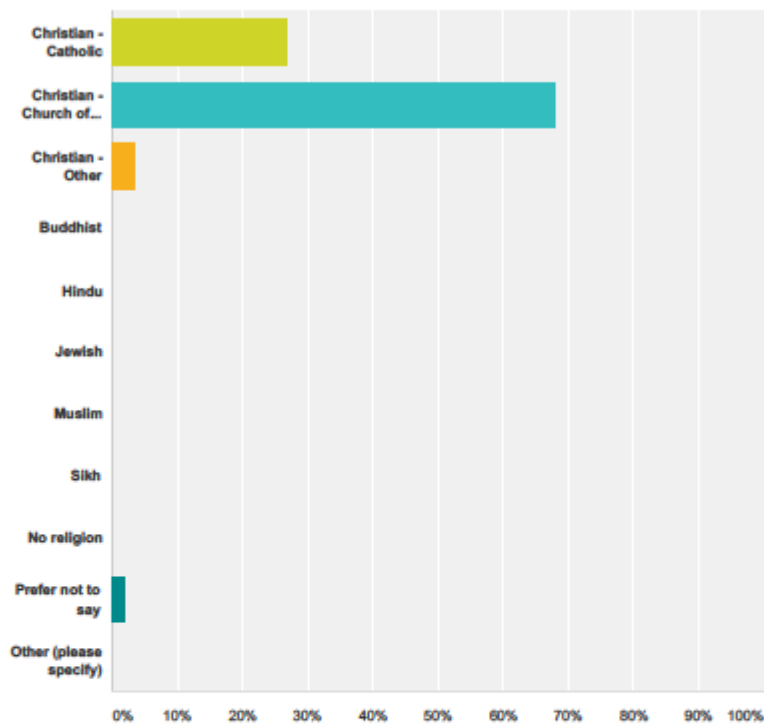


Answer Choices	Responses	
No	77.78%	42
Yes, 1-19 hours a week	7.41%	4
Yes, 20-49 hours a week	9.26%	5
Yes, 50 or more a week	5.56%	3
Total		54

Home to School Transport Policy

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

Answered: 56 Skipped: 20



Answer Choices	Responses	Count
Christian - Catholic	26.79%	15
Christian - Church of England	67.86%	38
Christian - Other	3.57%	2
Buddhist	0.00%	0
Hindu	0.00%	0
Jewish	0.00%	0
Muslim	0.00%	0
Sikh	0.00%	0
No religion	0.00%	0
Prefer not to say	1.79%	1

Home to School Transport Policy

Other (please specify)	0.00%	0
Total		56

APPENDIX 4

EQUALITY IMPACT ASSESSMENT

Name of EIA	Home to school transport policy (discretionary financial assistance for pupils attending denominational schools).	
	<u>FINAL</u> EQUALITY IMPACT ASSESSMENT.	
Service / Business Unit	Service Area	Directorate
Access and Inclusion	Education	People
EIA Start Date (Actual)	EIA Completion Date (Expected)	Completion Date (Actual)
May 2016	August 2016	August 2016

Lead Contact / Officer Responsible	Catherine Moseley
Service Unit Manager Responsible	Catherine Moseley

EIA Group (lead contact first)	Job Title	Service
Catherine Moseley	Head of Access and Inclusion	People
Bob Berry	Interim Assistant Executive Director – Education	People
Simon Brunet	Acting Head of Policy Communications	Governance, Resources and Pensions

SUMMARY BOX
<p>At a time when the Council has to make significant financial savings, it is essential that it examines critically its policies and procedures to ensure that it is meeting its statutory duties, and alongside this is using its resources effectively in order to achieve its savings targets.</p> <p>Cuts in Government funding mean Tameside Council have had to look at all areas of spending especially where that spending is discretionary. The Council's current Home to School Transport Policy goes beyond the statutory requirements in providing discretionary financial assistance to pupils attending denominational schools. Due to significant reductions in funding this position is not sustainable. The Council also needs to ensure equality and fairness in the provision of this support so as not to benefit one group of children above another.</p>

The current policy makes discretionary provision for the Council to provide financial assistance to parents of pupils attending a denominational school because of their faith, regardless of whether there is a nearer non-denominational school with places available and regardless of whether the low income criteria is met.

It is proposed to remove the discretionary provision of financial assistance to those pupils attending a denominational school where there is a nearer qualifying school and where the low income criteria is not met. The Council has consulted on two options.

- Option 1 – full removal from September 2017.
- Option 2 – phased removal from September 2017.

Any change in policy to remove discretionary financial assistance (i.e. free school bus passes) for pupils attending denominational schools could affect up to approximately 307 pupils in 2017/18 if Option 1 was to be implemented. The figure of 307 is based on the number of pupils who received a discretionary denominational pass in 2015/16 and forecasts of natural change in the denominational school population. Removal of discretionary financial assistance could provide an estimated saving of up to £116,077 in 2017/18 academic year if Option 1 was to be implemented. Option 2 would realise estimated savings of £17,771 in 2017/18 academic year rising in later years as the number of pupils affected increases due to phasing.

A potential negative impact has been identified in that any changes will specifically affect parents/carers of pupils attending a school of a denomination to which the child's parents/carers adheres.

Whilst there will be a negative impact on specific groups that currently benefit from financial assistance because of the proposed removal of free travel to denominational schools, the purpose of the change in policy is to remove (or reduce) an existing discrimination in favour of those families of pupils attending a denominational school, which provides them with a benefit that is not available to others.

Mitigations are in place with regards to statutory requirements for distance, low income, Special Educational Needs (SEN) and disability or a mobility problem.

Both of the two options on which the Council has consulted enables the Council to meet its statutory duties. However, Option 2 would perpetuate an identified potential for inequality until July 2021 as pupils currently eligible work their way through school and Option 1 would allow the Council to meet its legal and statutory obligations from September 2017.

SECTION 1 - BACKGROUND

BACKGROUND

Cuts in Government funding mean Tameside Council have had to look at all areas of spending especially where that spending is discretionary. The Council's current Home to School Transport Policy goes beyond the statutory requirements in providing discretionary financial assistance to pupils attending denominational schools. Due to significant reductions in funding this position is not sustainable. The Council also needs to ensure equality and fairness in the provision of this support so as not to benefit one group of children above another.

The current policy makes discretionary provision for the Council to provide financial assistance to parents of pupils attending a denominational school because of their faith, regardless of whether there is a nearer non-denominational school with places available and regardless of whether the

low income criteria is met.

Current Policy.

Statutory (distance / low income / SEN / disability).

Under the current policy, financial assistance to meet the cost of travel is provided for all statutory school age children who live in Tameside and who attend their nearest qualifying school, where the distance from home to school is over the statutory walking distance. This is defined as:

- More than 2 miles from home for children aged under 8
- More than 3 miles from home for children aged 8 and over

In addition, where children are in a family with a low income there is additional entitlement where:

- the child is aged 8 or over, but under the age of 11 and is attending their nearest qualifying school over 2 miles
- the child is aged 11 or over, in statutory education, and is attending one of their 3 nearest qualifying schools between 2 and 6 miles from their home
- the child is aged 11 or over, in statutory education, and attending their nearest qualifying school, between 2 and 15 miles, in line with their parent/carer's religion or belief

Support also has to be provided if a child is unable to walk to school due to Special Educational Needs (SEN), a disability or mobility problem (including temporary medical conditions).

Discretionary (denominational).

The current policy also makes provision for pupils who attend a particular school on the grounds of their parents' religion or belief, to receive financial assistance (i.e. free school bus passes) if that school is more than 3 miles from their home, regardless of whether there is a nearer qualifying school. In considering entitlement to free transport the Council has to take into account any wish of a parent for their child to be provided with education at a particular school on the grounds of the parents' religion or belief. However, there is no statutory entitlement to free transport, as attendance at a denominational school is through parental choice.

Proposed Policy.

Statutory (distance / low income / SEN / disability).

Tameside Council is not proposing any changes for children who are provided with free transport on the basis of statutory walking distance, low income, Special Educational Needs (SEN) and disability (or a mobility problem). This is a statutory requirement and not discretionary.

Discretionary (denominational).

It is proposed to remove the discretionary provision of financial assistance to those pupils attending a denominational school where there is a nearer qualifying school where the low income criteria is not met. The Council has consulted on two options.

- Option 1 – full removal from September 2017
- Option 2 – phased removal from September 2017

Any change in policy to remove discretionary financial assistance (i.e. free school bus passes) for pupils attending denominational schools could affect up to approximately 307 pupils in 2017/18 if Option 1 was to be implemented. The figure of 307 is based on the number of pupils who received a discretionary denominational pass in 2015/16 and forecasts of natural change in the denominational school population. Removal of discretionary financial assistance could provide an estimated saving of up to £116,077 in 2017/18 academic year if Option 1 was to be implemented. Option 2 would realise estimated savings of £17,771 in 2017/18 academic year rising in later years as the number of pupils affected increases due to phasing.

SECTION 2 – ISSUES TO CONSIDER & EVIDENCE BASE

ISSUES TO CONSIDER

Legislation / Regulations

Education Act 1996 / Education & Inspections Act 2006

The Council's statutory duties in respect of the provision of free transport are set out in sections 508A, 508B, 508C, 509AD and Schedule 35B of the Education Act 1996 (the Act), as inserted by Part 6 of the Education and Inspections Act 2006.

Section 508A of the Act places a duty on local authorities to assess the school travel needs of all children in their area.

Section 508B of the Education Act 1996 (inserted by the Education and Inspections Act 2006) describes the local authority's duty in providing free travel arrangements for eligible pupils. It places a duty on the local authorities to:

'make, in the case of an eligible child in the Authority's area such travel arrangements as they consider necessary in order to secure that suitable school travel arrangements, for the purposes of facilitating the child's attendance at the 'relevant educational establishment' in relation to him, are made and provided free of charge in relation to the child.'

This duty only applies where suitable travel arrangements are not already provided free of charge to the child by any person who is not the authority. This duty applies to travel in both directions between the child's home and the relevant educational establishment at the start and end of the school day. It does not relate to travel between educational institutions during the school day.

Section 508C of the Act gives Local Authorities the discretionary powers to provide free school transport to pupils who are not eligible.

Section 509AD of the Act places a duty on the local authority in fulfilling its duties and exercising its powers in relation to travel, to have regard to, amongst other things, any wish of the parent for their child to be provided with education at a particular school on grounds of the parent's religion or belief.

Schedule 35B of the Act defines the meaning of an 'eligible child' and 'qualifying school' for the purposes of Section 508B.

Section 444 of the Act describes the circumstances under which if a child of compulsory school age who is a registered pupil at a school fails to attend regularly, his/her parent is guilty of an offence. However, the child shall not be taken to have failed to attend regularly if the parent proves that:

1. the school at which the child is a registered pupil is not within walking distance of the child's home, and
2. that no suitable arrangements have been made for any of the following:
 - (a) his/her transport to and from the school
 - (b) boarding accommodation for him/her at or near the school
 - (c) enabling him/her to become a registered pupil at a school nearer to his home.

Eligible children are defined as:

- Children unable to walk to school due to Special Educational Needs (SEN), a disability or mobility problem (including temporary medical conditions).
- Children who cannot reasonably be expected to walk to school because of the nature of the

route.

- Children living outside the statutory walking distance, where no suitable alternative arrangements have been made by the Local Authority for them to attend a qualifying school nearer to the child's home.
- Children from low income families. This is defined as children entitled to free school meals, and/or whose family is in receipt of the maximum level of Working Tax Credit.

Qualifying schools are defined as maintained schools comprising:

- Community, foundation or voluntary schools;
- Pupil Referral Units;
- Academies, Free Schools, City Technology Colleges, City colleges for the technology of the arts; and
- Maintained nursery schools.

The nearest qualifying school is taken to mean the nearest qualifying school with places available that provides education appropriate to the age, ability and aptitude of the child, and any special needs that the child may have (e.g. SEN, disability, Pupil Referral Unit).

Statutory walking distance is defined as:

- More than 2 miles from home for children aged under 8; or
- More than 3 miles from home for children aged 8 and over.

The statutory walking distance is measured by the shortest route along which, accompanied as necessary, the child may walk with reasonable safety. The route measured may include footpaths and other paths, as well as recognised roads.

Low income families are defined as:

- Families who receive the maximum level of Working Tax Credit and/or they receive free school meals.

Local Authorities have a duty to provide free home to school transport for 'low income' families, defined as those parents/carers in receipt of maximum working tax credit, or their child is in receipt of free school meals, where:

- the child is aged 8 or over, but under the age of 11 and is attending their nearest qualifying school over 2 miles
- the child is aged 11 or over, in statutory education, and is attending one of their 3 nearest qualifying schools between 2 and 6 miles from their home
- the child is aged 11 or over, in statutory education, and attending their nearest qualifying school, between 2 and 15 miles, in line with their parent/carer's religion or belief.

In considering entitlement to free transport the Council has to take into account any wish of a parent for their child to be provided with education at a particular school on the grounds of the parents' religion or belief. However, there is no statutory entitlement to free transport, as attendance at a faith school is through parental choice.

With regard to any phasing out arrangements, Schedule 35 B of the Education Act 1996 says that transport must be provided if no suitable arrangements have been made by the Local Authority for enabling the child to become a registered pupil at a nearer qualifying school. If a child was no longer eligible to receive free home to school transport under any new policy, the Council must demonstrate that it has enabled the child to become a registered pupil at a nearer qualifying school. If the Local Authority is not able to demonstrate this, then the child should continue to receive free home to school transport.

Equality Act 2010

The Public Sector Equality Duty (PSED), section 149 of the Equality Act 2010, requires that the

Council, in the exercise of its functions, has 'due regard' to the need to;

- (a) eliminate discrimination, victimisation, and harassment;
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and those who do not,
- (c) foster good relations between those who share a relevant protected characteristic and those who do not.

Schedule 3, part 2 of the Equality Act 2010 provides an exemption to discrimination on the grounds of religion or belief in relation to transport to or from school.

Local Authorities remain under a general duty to 'have regard' to the wish of a parent for their child to be provided with education at a particular establishment on the grounds of the parents' religion or belief. However, other than the statutory duty towards pupils who are from low income families, there is no statutory duty to provide free transport to denominational schools for children generally.

Finance

Cuts in Government funding mean Tameside Council have had to look at all areas of spending especially where that spending is discretionary. The Council's current Home to School Transport Policy goes beyond the statutory requirements in providing discretionary financial assistance to pupils attending denominational schools. Due to significant reductions in funding this position is not sustainable.

Tameside Council spent £199,637 on bus passes for school travel in 2015/16. Of this, approximately £111,000 (or 55%) was on discretionary assistance for pupils attending denominational schools. There is a potential for costs to rise in future years as the Government's approach to 'Free School' could lead to an increase in the number of faith schools in Tameside and surrounding areas.

Removal of discretionary financial assistance could provide an estimated saving of up to £116,077 in 2017/18 academic year if Option 1 was to be implemented. Option 2 would realise estimated savings of £17,771 in 2017/18 academic year rising in later years as the number of pupils affected increases due to phasing.

Table 1: forecast annual savings by option from 2017/18 to 2021/22 academic year (in £k, i.e. 000s).

	2017/18	2018/19	2019/20	2020/21	2021/22	5 year total
Option 1	£116k	£116k	£116k	£116k	£116k	£580k
Option 2	£18k	£25k	£20k	£29k	£24k	£332k

Service users

64% of free school bus passes issued in 2015/16 were for pupils attending denominational schools (341 passes out of a total of 528). Of these 341 pupils who attend denominational schools and receive free school bus passes, 47 (or 9%) received them under the statutory rules regarding low income.

Any change in policy to remove or reduce discretionary free school bus passes for pupils attending denominational schools would affect approximately 323 pupils in 2017/18 if Option 1 were to be implemented. The figure of 323 is based on the number of pupils receiving a discretionary denominational pass in 2015/16 and forecasts of natural change in the denominational school

population. 323 pupils is equivalent to;

- 61.2% of the total number of pupils issued with a free school bus pass in 2015/16 (i.e. 323 of 528 pupils).
- 8.8% of the total number of pupils attending the three denominational schools in Tameside and the Blue Coat School in Oldham (i.e.323 of 3674 pupils).
- 2.5% of the total number of pupils attending all schools in Tameside (i.e. 323 of 12,681 pupils).

The tables below provide a breakdown by year and option the estimated number of pupils who it is forecast would apply for a pass (i.e. likely demand) and the number who would be affected by changes to provision of discretionary free bus passes for pupils attending denominational schools.

Table 2a: forecast pupil numbers likely to apply for a pass (i.e. demand) by option from 2017/18 to 2021/22.

	2017/18	2018/19	2019/20	2020/21	2021/22
Option 1	323	-	-	-	-
Option 2	323	260	195	141	63

Table 2b: forecast pupil numbers likely to be affected (i.e. removal) by option from 2015/16 to 2019/20.

	2017/18	2018/19	2019/20	2020/21	2021/22
Option 1	323	308	330	315	315
Option 2	65	119	197	260	323

The number of passes issued has decreased over recent years (down 50% since 2009/10). Of the 528 passes issued in 2015/16 more than half (64% or 341) were to pupils attending denominational schools. Of the 341 passes given to pupils at denominational schools 56% (or 192) were to pupils attending The Blue Coat School in Oldham and 29% (or 100) to pupils attending St. Damian's. About half of the pupils attending a denominational school and receiving a free school bus pass in 2015/16 were resident in Droylsden (26% or 89) and Ashton (24% or 83) areas of Tameside. 57% (or 304) of the bus passes issued in 2015/16 were discretionary.

Table 3: passes issued 2009/10 to 2015/16 split by denominational and non-denominational schools.

	Denominational schools	Non-Denominational schools	Total
2009/10	579	475	1054
2010/11	536	507	1043
2011/12	459	487	946
2012/13	412	344	756

2013/14	390	297	687
2014/15	336	249	585
2015/16	341	187	528

Table 4: denominational passes issued in 2015/16 split by statutory (i.e. low income) and discretionary.

	Statutory (i.e. low income)	Discretionary	Total	% of total
All Saints	15	14	29	8.5%
St. Damian's	16	84	100	29.3%
St. Thomas More	1	11	12	3.5%
Blue Coat (Oldham)	13	179	192	56.3%
Other	2	6	8	3.4%
Total	47 (13.8%)	294 (86.2%)	341	-

Table 5: denominational passes issued in 2015/16 split by area in which pupils live.

	Statutory (i.e. low income)	Discretionary	Total	% of total
Ashton	13	70	83	24.3%
Audenshaw	0	5	5	1.5%
Denton	0	4	4	1.2%
Droylsden	14	75	89	26.1%
Dukinfield	2	21	23	6.7%
Hyde & Longdendale	9	57	66	19.4%
Mossley	4	17	21	6.2%
Stalybridge	5	45	50	14.7%
Total	47	294	341	100%

Table 6: denominational passes issued in 2015/16 split by school and area in which pupils live.

	All Saints	St. Damian	St. Thomas More	Blue Coat	Other	Total
Ashton	5	0	1	76	1	83

Audenshaw	0	4	1	0	0	5
Denton	0	1	0	0	3	4
Droylsden	1	75	5	4	4	89
Dukinfield	0	1	2	20	0	23
Hyde & Longdendale	18	0	3	45	0	66
Mossley	1	10	0	10	0	21
Stalybridge	4	9	0	37	0	50
Total	29	100	12	192	8	341

Consultation & engagement

Tameside Council is committed to seeking and understanding the views of local people and stakeholders before making changes to services it provides to residents and the local community. In this regard the Council used the Big Conversation to consult with the community and engage with relevant parties regarding changes to the Home to School Transport Policy 2008. The consultation period ran from 23 May 2016 to 13 July 2016 (a period of 37 working days, 33 secondary school days and 28 primary school days) in line with the 2014 Statutory Guidance on Home to school travel and transport. Data and feedback has been analysed and the proposed change to the Home to School Transport policy adjusted where appropriate.

People directly affected, relevant stakeholders and other interested parties were notified of the proposed changes to the Home to School Transport Policy 2008 by letter, and were encouraged to take part in the consultation. This included;

- Parents / carers of pupils resident in Tameside currently attending denominational schools and receiving financial support with home to school transport. All parents received an individualised letter to their home address a copy of which can be found at Appendix 1 of the Key Decision report.
- Parents / carers of pupils resident in Tameside who have been allocated a place at denominational schools from September 2016. All parents received an individualised letter to their home address a copy of which can be found at Appendix 1 of the Key Decision report.
- Headteachers and Governors of All Saints Catholic College, Saint Damian's Roman Catholic Science College and Saint Thomas More Roman Catholic College.
- Headteacher of The Blue Coat School (Church of England Academy), Oldham.
- Elected Members of Tameside Council.
- Members of Parliament.
- Diocese of Shrewsbury (Catholic)
- Diocese of Salford (Catholic).
- Diocese of Manchester (Church of England).
- Diocese of Chester (Church of England).
- Teachers Associations and Trades Unions.
- Headteachers and Governing Bodies of all maintained schools in Tameside.

A letter was sent to Headteachers of all schools for onward circulation to all parents signposting them to the consultation. Over 750 letters were sent out.

Meetings were offered to all the governing bodies at All Saints Catholic College, Saint Damian's Roman Catholic Science College, Saint Thomas More Roman Catholic College and The Blue Coat School but they chose not to take up the offer

The following briefing documents were provided on the Council's website to assist people who wished to respond to the consultation to understand the current position and proposed changes.

- Current Policy and Proposed Changes
- Legislative Background and the Consultation Process
- Frequently Asked Questions (FAQs)
- Executive Decision (18 May 2016)

A summary of the findings from the consultation is given below. Further detail is provided in Appendices 2 and 3 of the Key Decision report including a breakdown of results by consultation question, summary of issues / themes raised by consultees and the Tameside Council response.

91 valid responses were received to the consultation. 73 through the Big Conversation website and 18 via other channels such as letters and e-mails direct to the Council. (Note: the figure above for the Big Conversation excludes two responses that were removed as they were blank or duplicates). Responses were received from the following organisations / bodies:

- Diocese of Chester (Church of England)
- Tameside Catholic Primary School Headteachers' Cluster

The key findings summarised in this section are based on those people who answered each question on the Big Conversation webpage. As people were able to skip questions the total number for each question won't be the same. Where a proportion or percentage is used it is of those who answered that specific question or provided a response (i.e. comments).

The majority of respondents, 69.9%, were parents, carers or guardians of children at a denominational school. 81% of respondents were parents, carers or guardians of children at The Blue Coat School in Oldham. The next largest was St. Damian's Roman Catholic Science College with 11%. The table below provides a breakdown of respondents by school their children attend.

Table 7: Respondents by school their children attend.

	% (number) of respondents
The Blue Coat School (Oldham)	81.1% (43)
St. Damian's Roman Catholic Science College	11.3% (6)
All Saints Catholic College	1.9% (1)
St. Thomas More Roman Catholic College	1.9% (1)
Other	3.8% (2)

(Note: Ten respondents through other channels also referenced a particular school. Eight respondents referenced The Blue Coat School and two referenced All Saints Catholic College.)

85.9% (61 of 71) respondents strongly agreed or agreed that Tameside Council should regularly review all its spending, in particular discretionary spending, to ensure it meets its financial obligations. And 46.5% (or 33 of 71) respondents (to that question) strongly agreed or agreed that Tameside Council is right to review its Home to School Transport Policy to ensure it complies with statutory obligations and is fair to all children, irrespective of faith.

The majority of respondents, 64 of 67 (or 95.5%), would prefer the Council to implement changes

on a phased basis. 10 respondents choose not to answer this question. It is worth noting that a considerable number of respondents using the free text box commented that they did not prefer either option but the online survey forced them to make a choice in order to move through the survey. The table below provides a breakdown of preference by option.

Table 8: Respondents preference by option.

	% (number) preferred
Option 1 – immediate implementation	4.5% (3)
Option 2 – phased implementation	95.5% (60)

The vast majority of respondents, 92% (54 of 59), said they would be directly affected by the proposals.

A number of themes were drawn out from the comments provided at Question 9, which was a free text box on the Big Conversation and the responses received via other channels (e.g. e-mails or letters). The issues raised are summarised below. A further more detailed breakdown, including numbers and the Tameside Council response, can be found at Appendix 1.

- General opposition to proposal and challenge of Council’s spending priorities

Concerns about loss of an important subsidy; proposals are unfair, plans are ill-conceived / poorly thought out, and the impact and consequences of the plan have not been considered fully. The Council should review its spending priorities and savings plans. Savings achieved from removing discretionary financial assistance for pupils attending denominational schools are not significant and money should be found from other areas.

- Choosing a faith school

Denominational schools meet the needs of pupils who wish to learn in a faith environment underpinned by a Christian ethos in a way that non-denominational schools cannot. It is a parent’s right to choose a faith school and faith based education for their children. The proposals impact on this by making faith schools less accessible due to the cost of travel. Concerns about school choices made taking into account the availability of a pass, decision to apply for a place at a denominational school wouldn’t have been made if change had been known about and siblings being separated if total cost can’t be afforded.

- Changing schools / disruption to education

Removal of the discretionary pass for those attending faith schools could lead to children having to move schools (where families cannot absorb the cost), leading to disruption of the child’s education and a detrimental social and developmental impact. Where the decision is taken to move schools due to affordability of the bus pass, there are concerns about there being adequate provision of spaces at local schools to cater for demand

- Statutory / legal obligations / discrimination

By removing discretionary financial assistance for pupils attending denominational schools, Tameside Council is failing in its statutory and legal obligations, and falling short of its corporate responsibilities. The proposals to remove discretionary financial assistance provided to pupils attending denominational schools are discriminatory on the grounds of religion and belief.

- Faith schools in Tameside

There are not enough faith schools in Tameside. The lack of local faith secondary schools, in particular Church of England (CoE) schools (of which there are none), means parents have to send their pupils to schools outside of the Borough. The cost of providing such a school is considerably greater than the cost of bus passes, so Tameside Council in lieu of its failure to provide such schooling, should provide financial assistance to attend such schools outside of the Borough as a matter of course.

- Financial pressures on working families

Inability to afford pass directly following removal of discretionary subsidy, increased strain on household finances from having to find extra transport costs, children will miss out on other beneficial activities as transport costs eat into household budget. The removal of discretionary financial assistance provided to pupils attending denominational schools will hit working families who do not come under the 'low income' category / threshold, disproportionately. Concern and upset, that those who should be supported for 'doing the right thing', and having 'paid into the system', are being penalised.

- Transport provision

Concerns over existing and future transport provision. Comments that school busses should be provided to provide free transport for all pupils, public transport needs improving and child safety issues (if have to walk / cycle due to not being able to afford pass).

Benchmarking (Greater Manchester)

Below is a summary of the position for each Greater Manchester authorities regarding discretionary home to school transport for denominational schools. Of the 9 other local authorities in Greater Manchester:

- 8 do not provide discretionary assistance
- 1 does provide discretionary assistance (Stockport)

Table 9: Greater Manchester position on discretionary free bus passes for pupils attending denominational schools.

Local Authority	Does the Local Authority provide <u>discretionary</u> free bus passes for pupils attending denominational (above the statutory requirement regarding low income families)
Bolton	No
Bury	No
Manchester	No
Oldham	No
Rochdale	No
Salford	No
Stockport	Yes

Trafford	No
Wigan	No

LIST OF EVIDENCE SOURCES
<p>The following data and information sources have been used in the development of this Equality Impact Assessment (EIA).</p> <ul style="list-style-type: none"> • Tameside Home to School Transport Policy 2008. • Education Act 1996. • Equality Act 2010. • Guidance on home to school travel and transport. Department for Education. (2007, March 2013 & July 2014). • Tameside Council systems – data / information regarding the number and type of passes issued. • Benchmarking against other Councils in Greater Manchester. • Big Conversation – responses to the consultation (Big Conversation and other channels).

SECTION 3 – IMPACT

IMPACT
<p>A potential negative impact has been identified in that any changes will specifically affect parents/carers of pupils attending a school of a denomination to which the child's parents/carers adheres.</p> <p>Whilst there will be a negative impact on specific groups that currently benefit from financial assistance because of the proposed reduction or withdrawal of free travel to denominational schools, the purpose of the change in policy is to remove an existing discrimination in favour of those families of pupils attending a denominational school, which provides them with a benefit that is not available to others.</p> <p>Local Authorities remain under a general duty to 'have regard' to the wish of a parent for their child to be provided with education at a particular establishment on the grounds of the parents' religion or belief. However, other than the statutory duty towards pupils who are from low income families, there is no statutory duty to provide free transport to denominational schools for children generally.</p>

Mitigations are in place with regards to statutory requirements for distance, low income, Special Educational Needs (SEN) and disability (or a mobility problem).

Both of the two options on which the Council has consulted enables the Council to meet its statutory duties. However, Option 2 would perpetuate an identified potential for inequality until July 2021 as pupils currently eligible work their way through school and Option 1 would allow the Council to meet its legal and statutory obligations from September 2015.

As part of the consultation process, respondents who completed the questionnaire either online or in paper format were asked to provide equalities information

Gender

Q10 What is your gender?		
Male	23.73%	14
Female	76.27%	45
Total		59
Skipped		17

It is unlikely that either gender will be more adversely affect by the proposals as none of the schools of religious character are single sex.

Ethnicity

Q 13 Which ethnic group do you consider yourself to belong to?		
White - English / Welsh / Scottish / Northern Irish / British	92.59%	50
White - Irish	1.85%	1
White - Gypsy or Irish Traveller	0.00%	0
Other White background (please specify in the box below)	3.70%	2
White & Black Caribbean	0.00%	0
White & Black African	0.00%	0
White & Asian	0.00%	0
Other Mixed background (please specify in the box below)	0.00%	0
Asian/Asian British - Indian	0.00%	0
Asian/Asian British - Pakistani	0.00%	0
Asian/Asian British - Bangladeshi	0.00%	0
Asian/Asian British - Chinese	0.00%	0
Other Asian background (please specify in the box below)	0.00%	0
Black/Black British - African	1.85%	1
Black/Black British - Caribbean	0.00%	0
Other Black / African / Caribbean background (please specify in the box below)	0.00%	0
Arab	0.00%	0
Any other Ethnic group (please specify in the box below)	0.00%	0
Total	100%	54
Skipped		22

The vast majority of respondents who chose to answer this question were white with one respondent being Black / Black British – African. It is reasonable to assume that pupils in receipt of a bus pass would have a similar ethnic profile to that as their parents and so the proposals contained in the home to school transport report will have an impact on white people.

Disability

Q 14 Are your day to day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months? Include problems related to old age		
Yes, limited a lot	3.85%	2
Yes, limited a little	3.85%	2
No	92.31%	48
Skipped		24

It is unlikely that the children of respondents will share the same profile as their parents however, if pupils have a disability, they may be eligible for assistance with home to school transport under the Council's statutory responsibilities. In cases where pupils cannot reasonably be expected to walk to school because of their mobility problems or because of associated health and safety issues related to their special educational needs (SEN) or disability, the Council would be obliged to make transport arrangements which are most likely to be in the form of a bus pass. Each case will be assessed on an individual basis.

Religion

Q 16 What is your religion?		
Christian – Catholic	26.79%	15
Christian – Church of England	67.86%	38
Christian – other	3.57%	2
Buddhist	0.00%	0
Hindu	0.00%	0
Jewish	0.00%	0
Muslim	0.00%	0
Sikh	0.00%	0
No religion	0.00%	0
Prefer not to say	1.79%	1
Other (please specify)	0.00%	0
Total	100%	56
Skipped		20

It is unsurprising given the nature of the proposals that the majority of respondents are Christian. Section 509AD of the Education Act 1996 requires the Council to have regard to, amongst other things, a parent's wish for their child to be provided with education or training at a school/institution on grounds of the parent's religion or belief when carrying out their duties/exercising their powers relating to travel. Under the European Convention on Human Rights (ECHR), parents do not enjoy a specific right to have their children educated at a school with a religious character or a secular school, or to have transport arrangements made by their local authority to and from any such school and the Equality Act 2010 (which places a duty on local authorities not to discriminate against a person on the grounds of their religion or belief), does not apply to the exercise of an authority's functions in relation to transport.

SECTION 4 – PROPOSALS & MITIGATION

PROPOSALS & MITIGATION

Existing / continuing mitigations

- **Distance (Statutory)** – free travel will continue for those pupils whose nearest qualifying school is outside statutory walking distance.
- **Low income (Statutory)** – free travel will continue to be provided to pupils from low income families.
- **SEN / Disability (Statutory)** – free travel will continue to be provided to pupils who are unable to walk to school due to Special Educational Needs (SEN), a disability or a mobility problem.
- **School transfer (Statutory)** – support will be provided to pupils who wish to become registered at a nearer qualifying school rather than pay for the cost of travel. Analysis shows there are sufficient places available within Tameside schools.

Proposed mitigations (Option 2)

- **Phasing (Option 2).** The withdrawal of discretionary free travel to denominational schools would be phased over a number of years if the Council chose to implement Option 2. The proposed changes to the Home to School Transport Policy are intended to ensure that all pupils are treated equitably regardless of whether they attend a denominational or non-denominational school. Any measures in mitigation of the withdrawal of free travel for pupils attending denominational schools would in themselves need to discriminate between different groups and would reinforce the inequity that already exists.

Possible mitigations for consideration by schools and parents (Both options)

- **Funding.** Alternative funding models could be considered to support the retention of the existing free travel or a reduction to part-funded free travel. This could be a combination of funding from the denominational schools, Diocese authorities and parents.

SECTION 5 – MONITORING

MONITORING PROGRESS
See below.

Issue / Action	Lead officer	Timescale
Support pupils who wish to become registered at a nearer qualifying school rather than pay for the cost of travel.	Catherine Moseley	On-going.
Monitor if any changes to discretionary financial assistance / free travel to denominational schools has an impact on admissions and/or attendance.	Catherine Moseley	September 2017

SIGN OFF

Signature of Service Unit Manager	Date
Catherine Moseley	August 2016
Signature of Assistant Executive Director	Date
Bob Berry	August 2016

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Report To:	EXECUTIVE CABINET
Date:	31 August 2016
Executive Member/Reporting Officer:	Councillor Jim Fitzpatrick, First Deputy (Performance and Finance) Robin Monk, Executive Director of Place
Subject:	GREATER MANCHESTER MEMORANDUM OF UNDERSTANDING – ESTATES
Report Summary:	Update the on progress with the Estates workstream which forms part of the Enabling Better Care priority of the Health and Social Care Strategic Plan. In particular it recommends for Executive Cabinet to approve its participation in the Memorandums of Understanding detailed in the papers
Recommendations:	The Executive Cabinet is asked: <ol style="list-style-type: none">1. To note the contents of the report; and2. To approve the MOUs3. That officers through the governance process seek to engage the relevant parties for maximum capital receipt to the benefit of the local Health and Social Care economy.4. That officers in the Tameside and Glossop Health and Social Care economy consult in order to deliver a joint and combined Estates Strategy and Delivery Team.
Links To Community Strategy:	The GM Memorandum of Understanding – Estates contributes towards the Community Strategy theme of providing a prosperous and healthy environment.
Policy Implications:	This report has no direct implications on current Council policy with regards to land and building disposal.
Financial Implications: (Authorised By Section 151 Officer)	There are no direct implications as a result of this report however as a result of the work in respect of this workstream full evaluation of costs and savings will be required.
Legal Implications: (Authorised By The Borough Solicitor)	It will be important that any arising capital is used to support locality plans and it will be necessary to have a coordinated single estates function for the Borough to deliver the necessary delivery expediently.
Risk Management:	This Memorandum of Understanding is to be approved within Greater Manchester by all Local Authorities, all Clinical Commissioning Groups, and all Trusts. The principles have been approved at Combined Authority and therefore the risk of not approving would undermine the GM Devolution.
Access To Information:	The background papers relating to this report can be inspected by contacting Robin Monk, Executive Director of Place by:  Telephone: 0161 342 3340  e-mail: robin.monk@tameside.gov.uk

1. INTRODUCTION

- 1.1 The Greater Manchester (GM) Health and Social Care Strategic Plan “Taking Charge” will require a reconfiguration of the health and social care estate in order to ensure that we can deliver our shared vision from a property base that is fit for purpose in terms of location, configuration and specification. It will be key to the delivery of clinical and financial sustainability by 2021.
- 1.2 Implementation of the transformation themes and locality plans will have significant capital and estates requirements – as an example, the Healthier Together (Acute Standardisation) transformation theme requires an estimated £63m capital.
- 1.3 Estate transformation will also contribute to our devolution agreements on the GM Land Commission and One Public Estate, helping to join up the management of the public sector estate as a whole to underpin the reform of public services.
- 1.4 The GM Transformation Fund has no capital element, and it is clear from the work so far that the capital requirements for estate transformation cannot be met from the normal sources of public sector capital funding over the next five years, either locally or nationally. A new approach to capital funding is therefore needed to drive estates transformation at the desired pace, whilst managing risk appropriately.
- 1.5 The development of a robust pipeline of Estates development opportunities will be key to the success of the Estates strategy. The pipeline will be developed to ensure the estate is underpinning the development of new service models and reducing the cost of delivery in support of ‘Taking Charge’. A strong pipeline will also be critical to the development of the Capital Finance Strategy that will give GM a greater opportunity to access the capital it needs to transform the estate.
- 1.6 The Strategic Partnership Board has received regular updates on the progress being made with this work, and in particular the development of the two Memorandums of Understanding and the Capital Finance Strategy. This paper presents the latest position on these two issues and seeks approval to proceed with the GM MOU

2. MEMORANDUM OF UNDERSTANDING

- 2.1 A Memorandum of Understanding (MOU) is a formal, but not legally binding, agreement between two or more parties that sets out clear principles and ways of working. We have developed two MOUs that will help us create a robust and consultative process for delivering our estates strategy.
- 2.2 A National MoU between GM and the Department of Health (DH)/ NHS Improvement/NHS England/Treasury/Department for Communities and Local Government has been agreed. A second GM MoU will help us create a robust and consultative process for delivering our estates strategy.
- 2.3 A working group, including DH, has developed the MoUs and co-ordinated an engagement programme with the key stakeholders across GM, utilising existing meetings and governing bodies, supplemented with a workshop for Providers:

7 March SPB Executive

15 March Provider Chair and CEO meeting

18 March Provider Federation

18 March SPB Meeting

21 March SEG Chairs and Partners Forum

24 March GM Strategic Estates Board

4 April GP Guiding Coalition Meeting

5 April NHS Provider Workshop

6 April CCG/Provider DoF/CFO Meeting

GM Devolution Governance Group

8 April CCG Chief Officer Meeting

15 April Provider Federation plus Provider Workshop in April .

- 2.4 The final MOUs are included in Appendices 1 and 2. An Executive summary of their content is attached at Appendix 3

3. GM HEALTH AND SOCIAL CARE ESTATES GOVERNANCE

- 3.1 New governance structures will enable the parties to work together to make decisions in relation to the GM health and social care estate that are strategically co-ordinated and aligned to maximise benefit across GM. An innovative governance framework will be key to success.
- 3.2 A GM Health and Social Care Strategic Estates Board has been established which represents all stakeholders and is responsible for high level strategic estates planning (not the management of the Estate).
- 3.3 Each of the ten GM localities has established Strategic Estates Groups (SEGs). These are collaborative forums of public sector occupiers charged with using public property assets more efficiently based on the needs of each community. The SEGs will develop locality-based strategic estate plans and delivery programmes which will flow from the Locality Plans. The work at locality level will be supported by work at GM level to understand the scale of the estate requirements and to secure the investment needed.
- 3.4 Community Health Partnerships (CHP) and NHS Property Services (NHS PS) are national companies wholly owned by the DH who own, lease or are head tenants for significant property interests in GM which are used for the delivery of health and social care services. The MOUs will help GM to establish strategic relationships with both organisations that is different to the more transactional relationship we have with them today. We will want these organisations involved early in our service transformation discussions helping GM to develop the most practical and beneficial way of utilising the full extent of its estate. Simplifying lease and licence arrangements and associated buildings variations to speed up service moves, ensuring value for money from lease and services charges and rapid disposal of vacant property are key issues that will help towards realising our ambitions with more pace.
- 3.5 The Executive Cabinet is asked to approve the MOUs in Appendices 1 and 2. The MOUs are being presented to the governance bodies of the GM organisations that are party to the agreements. In parallel the Department of Health will agree the National MOU through the relevant government departments.

4. CAPITAL FINANCE STRATEGY

- 4.1 Work is continuing on the development of a Capital Finance Strategy to show how capital investment needed to support H&SC transformation in GM might be funded. Work has been informed by consideration of a number of illustrative case studies, discussions with stakeholders and potential funders.
- 4.2 The illustrative case studies have highlighted a number of challenges that will need to be addressed by GM to attract additional capital and enable it to be deployed to a wide range of projects in a way that aligns the commercial interests of individual organisations with the need to deliver the clinical and financial benefits within the Strategic Plan. Challenges identified are both investment related (e.g. investing across boundaries, capturing benefits, maximising returns and managing risk) and technical (e.g. balance sheet treatment, taxation and demonstrating value for money). Potential investor soundings have been very positive but highlight the need to develop a robust pipeline of capital investment opportunities to secure a commercial investment partner.
- 4.3 This work is ongoing and next steps to address identified challenges to include:
- 4.4 Further pipeline development to enable delivery of GM strategic Plan “Taking Charge”; aided by the SEG’s ongoing work on locality plans, the recent tender for additional support to develop local implementation plans and engagement with potential project sponsors;
- 4.5 Development of a clear capital regime to support additional investment across GM. This would consider the project and technical funding issues identified and seek to provide sponsors and funders a clearer framework for investment; focus capital investment on maximising GM H&SC transformation benefits and consider how additional capital funding should be deployed alongside any revenue funding from the £450 Transformation Fund (recognising many projects may need both revenue and capital); and continued engagement with potential funders; to monitor potential market interest as work progresses and to inform thinking in advance of any future partner procurement process.

5. IMPLEMENTATION

- 5.1 The MOUs include an Estates Governance Structure that has been developed by the SEGs and the GM Health and Social Care Strategic Estates Board. This places the SPB at the heart of the decision making process, informed by the developing locality Plans and focused on delivery of ‘Taking Charge’.
- 5.2 The SPB will receive regular reports from the Strategic Estates Board so that it will be informed about the progress of the plans and will be involved in major investment/disinvestment decisions.
- 5.3 The changes determined by ‘Taking Charge’ will be driven by both the GM-wide transformation programmes and the ten Strategic Estates Groups (SEGs) supporting delivery of the Locality Plans. A GM Strategic Estates Board has been established to take responsibility for translating the estates plans of the SEGs and those of the evolving Locality Plans into a set of strategic requirements for GM. A Delivery Unit will provide strategic capacity and multi-disciplinary expertise to support the existing estates capacity across GM statutory public bodies.
- 5.4 The MOUs will help to create new coordinating governance and capacity to overcome the fragmentation and complexity of health estate ownership and management.

6. RECOMMENDATION

6.1 As set out on the front of the report.

APPENDIX 1

GREATER MANCHESTER HEALTH AND SOCIAL CARE DEVOLUTION

MEMORANDUM OF UNDERSTANDING BETWEEN GM BODIES - ESTATES

1. Introduction

The overriding purpose of the initiative represented in this Memorandum of Understanding (MOU) is to ensure that the effective management of the Greater Manchester (GM) health and social care estate enables the greatest and fastest possible improvement to the health and wellbeing of the 2.8 million citizens of GM.

This requires a more integrated approach to the use of the existing health and social care estate, which will be a critical component in delivering transformational changes to the way in which services are delivered across GM.

To facilitate this, the MOU creates a framework for achieving the dialogue and consensus between all parties to the MOU that will be required to drive forward, at pace, an effective GM estates strategy. It sets out the process for collaborative working to ensure that the maximum value is derived from the changes to the GM health and social care estate that will be necessary if the ambitions in the GM health and social care strategy 'Taking Charge' are to be realised.

All parties to this MOU agree to act in good faith to support the objectives and principles set out here, for the benefit of all GM patients and citizens.

2. Parties

The Parties¹ to this Memorandum are:-

- GM Combined Authority (GMCA)
- The 10 GM Local Authorities
- Association of GM CCGs
- The 12 GM CCGs
- GM NHS Provider Trusts
- The 15 GM NHS Provider Trusts
- NHS Property Services (NHSPS)
- Community Health Partnerships (CHP)
- Association of Greater Manchester
- Local Medical Committees

There will also be an MOU between GM partner organisations and national bodies setting out how they will work together. The parties to this Memorandum will be:-

- GM Combined Authority (GMCA)
- The 10 GM Local Authorities
- Association of GM CCGs
- The 12 GM CCGs
- GM NHS Provider Trusts
- The 15 GM NHS Provider Trusts

¹ Appendix 1 includes a full list of organisations that are party to this Memorandum

- Association of Greater Manchester Local Medical Committees
- Department of Health (DH)
- NHS England (NHSE)
- NHS Improvement (NHSI)
- HM Treasury (HMT)
- Department for Communities and Local Government (DCLG)

3. Context

Estates development is a key enabler for the successful implementation of the GM Health and Social Care Strategic Plan “Taking Charge” and the closure of the £2bn gap in five years and will also have a wider impact on GM economic outcomes (e.g. housing delivery, economic space).

The key features of estate changes needed for health and social care in GM are that:

- through the combined effect of a radical upgrade in prevention, scaling up primary care, the integration of community health and social care and the standardisation of clinical support and back office services, there should be a reduced need for hospital capacity due to inappropriate demand; and
- there will be requirements for multi-purpose community based hubs accommodating, for example, integrated primary care, community health and adult social care services and enhanced provision of step down services preventing inappropriate demand for acute beds.

However, the current structure of the health and social care system can make strategic investment/disinvestment decisions in multiple ownership situations challenging. The existence of multiple and different decision points for estate development or changes and the plurality of processes for agreeing business cases for investment and disposal can result in difficulties in whole-system planning. There are currently few existing incentives for unified strategic estate planning across the diverse spectrum of health and social care partners.

There is unlikely to be sufficient capital available within existing sources to deliver the estate changes required for the health estate in GM. GM will therefore develop a capital investment strategy for estates that considers the availability of capital budget (Capital Delegated Expenditure Limit known as CDEL) and creates appropriate funding platforms in open consultation and collaboration with NHSE, NHSI, DH and HMT.

This MoU sets out the overarching principles needed to provide the leadership and coordination needed to maximise the opportunities the GM estate offers.

In that context this MoU:

- establishes the way in which GM organisations will adopt a collaborative approach to the management of the GM estate with the wider GM strategy in mind; and
- clarifies the process by which the disposal of GM health and social care estate will be managed.

It should be read in conjunction with the MOU for the GM health and social care devolution, and the National MOU for Estates.

4. Vision and Objectives

A vision for GM Health and Social Care estates has been agreed at the Strategic Estates Group Chairs’ workshop in October 2015:

'Greater Manchester will seek to drive maximum value from the public estate by enabling its more efficient use in order to deliver local strategic objectives and national policy objectives'

The parties to this MOU share the following objectives:

- Better manage the public sector estate so that it enables the reforms needed to deliver;
 - Improved health and wellbeing outcomes for the people of GM,
 - Better utilisation of the current health and social care estate,
 - Achieve clinical and financial sustainability for the GM health and social care system by 2020,
- Make more efficient use of the public sector health and social care estate in order to deliver 'Stronger Together: GM Strategy', 'Taking Charge' of our Health and Social Care in GM and the delivery of our ten Locality Plans and national policy objectives included in the 'Better Quality Care for Patients' the Five Year Forward View; and
- Use surplus land to optimise capital receipts and deliver economic growth value for money.

5. Overarching Principles

The MOU is underpinned by the following principles which will support the vision of driving maximum value from the public estate:

Collaboration

- GM will work collaboratively with local non-GM bodies and take into account the impact of GM decisions upon non-GM bodies and their communities;
- All parties will engage in collaborative, constructive conversations about the optimum use of public sector assets across GM to maximise value;
- All parties, including NHSPS and CHP, will collaborate when considering investment priorities and will consider the ambition of 'Taking Charge'; and
- A commitment for all parties to take a transparent and open book approach in relation to land and property assets, including early notification of possible land and buildings for disposal;

Decisions

- All parties will work collectively to ensure that decisions relating to estates taken at both locality and GM level will focus on the delivery of the GM strategic plan, 'Stronger Together' and 'Taking Charge'² and the delivery of our ten Locality Plans and therefore the interests and outcomes of patients and people in GM, not organisational self-interest alone;
- The delivery of 'Taking Charge' and of the ten Locality Plans will be considered as a significant priority for investment and strategic estates decisions³;
- Requirements, based on delivering wider GM objectives, to be prioritised through the Strategic Estates Groups, comprising Local Authorities, CCG's, provider representatives, and wider public sector representation;
- There is no requirement for GM health and social care estate ownership to change;
- The MOU will not impact the sovereignty of any Trust or organisation, nor will it interfere with the sovereign rights of an organisation to determine what estate is disposed of, or when; and
- All parties will seek to optimise the utilisation of assets where long term commitments exist, such as PFIs, LIFT etc.

² 'Taking Charge' is GM's five year strategic plan for health and social care. As it develops it will mirror the requirements of the Sustainable Transformation Plan (STP) guidance that other areas are producing. GM will not be producing a separate STP.

³ NHS providers also have commitments/responsibilities to patients/residents beyond GM. There may be estate decisions taken regionally that we would want to be complementary but would not be incorporated into either Taking Charge, the STP or Locality Plans.

6. Scope

The MOU relates to all investment and disposals in health and social care estate (buildings and land) in GM that is owned by the public sector or GP practices.⁴

In relation to disposals it does not cover any other buildings or land owned by independent or private sector organisations from which health and social care services are delivered.

It is recognised that there are organisations outside of GM that may have health and social care estate in GM. The parties to this memorandum are expected to collaborate with such parties even though they are not party to this memorandum.

The MOU relates to strategic decisions on the GM estate's health and social care buildings and land, not operational management of the estate or facilities management.

7. What the MOU Delivers

Terms of the Memorandum

All parties will work together to drive maximum value from the public estate by:

- acting in good faith to support the objectives and principles of this MOU for the benefit of all GM patients and citizens;
- working collaboratively and transparently to deliver effective management of the public estate aligned with the 'Stronger Together' and 'Taking Charge', delivery of the ten Locality Plans and the principles of the GMCA Devolution agreement, in particular to help the achievement of clinical and financial sustainability for the GM health and social care system by 2020,
- facilitating an ongoing dialogue with relevant bodies managing health assets and the health estate across GM, including the option for surplus land to be acquired by mutual consent, between GM organisations;
- taking decisions at a GM level in respect of the health and social care estate where the GM place-based approach is optimum for its residents, recognising regional and national directives;
- developing a partnership for strategic estate planning, aligned with sub-regional strategies;
- developing a range of commercial models for accessing capital funding, which may include working with institutional investors to create a fund or an SPV to provide investment in new facilities in return for long term revenue streams. This will be in addition to accessing existing sources i.e. borrowing by Foundation Trusts, NHSE capital for primary and community care developments, LIFT type schemes and prudential borrowing via LAs; and
- Agreeing a process for developing a pipeline of GM estate projects that will support the delivery of 'Stronger Together', 'Taking charge' and locality plans and the wider GM health and social care strategy.

8. Implementation

This MOU agreed between GM partner organisations will:

- be agreed by and apply to all public sector health and social care organisations across GM;
- ask GM organisations to formally agree that they will consider the delivery of the locality plan as a significant priority for investment;
- imply a different approach to disposal in some instances, and a clear agreement that we will work together across GM to maximise value, possibly over time rather than simply maximise cash up front;
- expect organisations to consolidate around those parts of the estate that we are legally committed to retain;

⁴ This recognises that GP practices may be owned privately but still provide public health services.

- seek agreement from organisations to agree that a primary purpose for the deployment of resources is the delivery of the capital strategy underpinning the Locality plan; and
- develop a process and framework that provides the ability to flex between individual organisational interest (which must always be respected) and the interest of the wider economy.

The GM Estates Strategy Delivery Unit will support the identification and disposal of public sector land in GM. The Unit will provide appropriate strategic capacity and multi-disciplinary expertise to support the existing estates capacity across GM statutory public bodies in the delivery of housing, public service reform, and growth ambitions. Core responsibilities will include:

- Strategic planning of key land and property programmes including oversight of and direction for local estate strategies to ensure alignment with 'Taking Charge' and Locality Plans;
- Programming and delivery of strategic estates programmes; and
- Designing and embedding common standards and practices for estates planning and delivery.

The following processes will be agreed in order to deliver the vision and objectives:

- How the parties will share benefits of improved outcomes that accrue from the result of GM devolution – referred to as 'Gainshare'; and
- How any disputes will be resolved

9. GM Health and Social Care Estates Governance

The GM Strategic Partnership Board is accountable for the delivery of 'Taking Charge'. New governance structures will enable the parties to work together to make decisions in relation to the GM health and social care estate that are strategically co-ordinated and aligned to maximise benefit across GM. An innovative governance framework will be key to success.

- The governance of health and social care will form part of the governance arrangements for the GM Land Commission (GMLC). The GMLC will provide a strategic link between GM and Government Departments / Non Departmental Public Bodies to facilitate the better use of the public estate to help meet national and local policy objectives. A GMLC / One Public Estate (OPE) framework is currently being developed comprising GM and local strategy and delivery capability. The emerging framework is shown at Appendix 2 to this MOU.
- A GM Land and Property Board responsible for delivering the OPE agenda in GM, accountable to the GMCA. It will support the GMLC and has responsibility for implementing the strategic direction for land and property set by GMCA in consultation with GMLC.
- A GM Health and Social Care Strategic Estates Board has been established which represents all stakeholders and is responsible for high level strategic estates planning (not the management of the Estate).
- Each of the ten GM localities have established Strategic Estates Groups (SEGs). These are collaborative forums of public sector occupiers charged with using public property assets more efficiently based on the needs of each community. The SEGs will develop locality-based strategic estate plans and delivery programmes which will flow from the Locality Plans. The work at locality level will be supported by work at GM level to understand the scale of the estate requirements and to secure the investment needed.

ANNEX 1 – Parties to the Memorandum

GM Combined Authority	Association of GM CCGs	GM NHS Provider Trusts
<ul style="list-style-type: none"> • Bolton Council • Bury Council • Manchester City Council • Oldham Council • Rochdale Borough Council • Salford City Council • Stockport MBC • Tameside MBC • Trafford Council • Wigan Council 	<ul style="list-style-type: none"> • NHS Bolton CCG • NHS Bury CCG • NHS Central Manchester CCG • NHS Heywood, Middleton and Rochdale CCG • NHS North Manchester CCG • NHS Oldham CCG • NHS Salford CCG • NHS South Manchester CCG • NHS Stockport CCG • NHS Tameside and Glossop CCG • NHS Trafford CCG • NHS Wigan Borough CCG 	<ul style="list-style-type: none"> • Bolton NHS FT • Central Manchester University Hospitals NHS FT • Greater Manchester West Mental Health NHS FT • Manchester Mental Health and Social Care Trust • North West Ambulance Service • Pennine Acute Hospitals NHS Trust • Pennine Care NHS FT • Salford Royal NHS FT • Stockport NHS FT • Tameside Hospital NHS FT • The Christie NHS FT • University Hospital of South Manchester NHS FT • Wrightington, Wigan and Leigh NHS FT • 5 Boroughs Partnership NHS FT • Bridgewater Community Healthcare NHS FT⁵

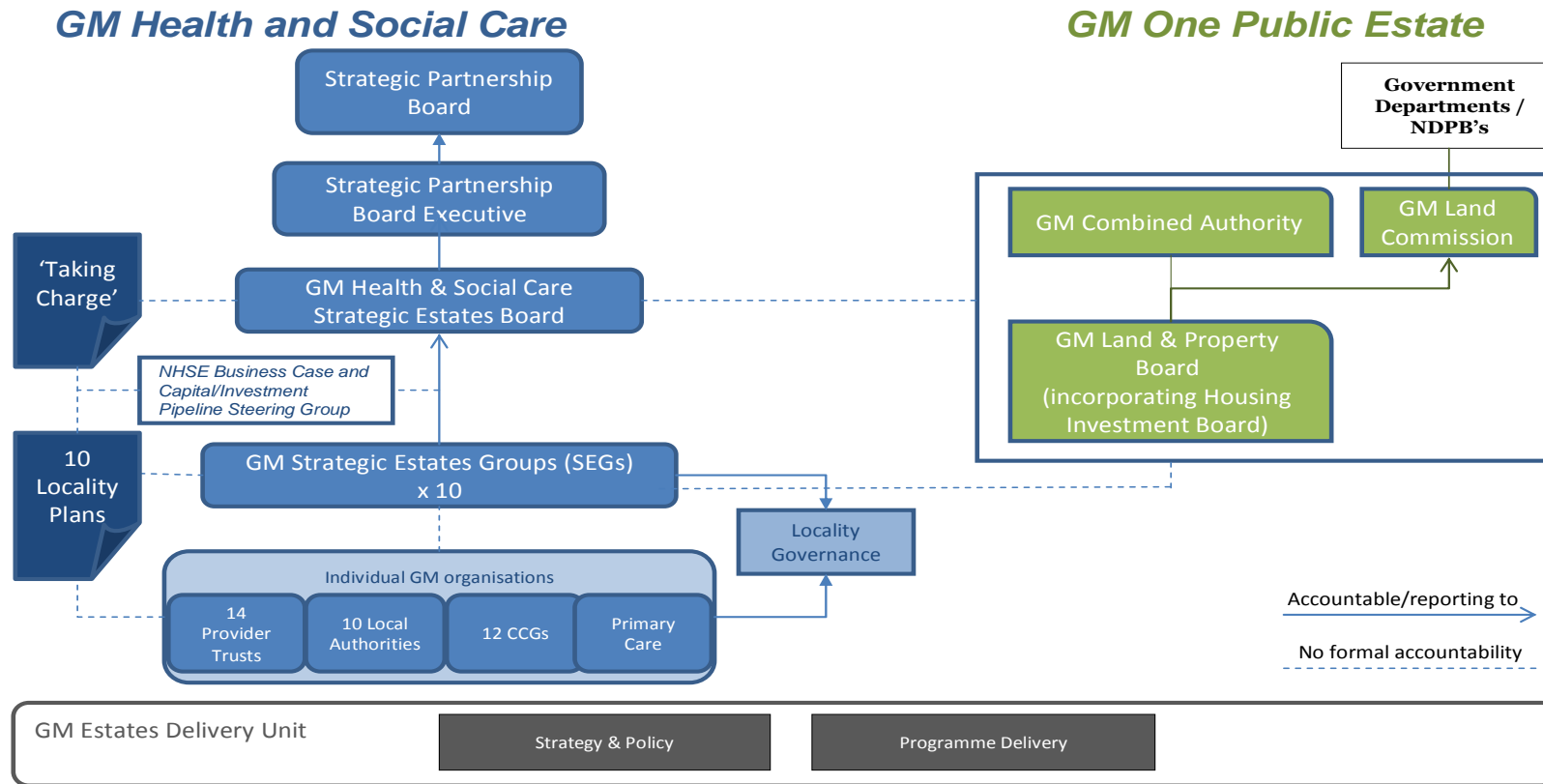
NHS Property Services (NHSPS)
 Community Health Partnerships (CHP)
 North West Ambulance Trust
 Association of Greater Manchester Local Medical Committees (LMCs)

⁵ 5 Boroughs and Bridgewater are formally located in Cheshire and Merseyside but are parties to this Memorandum as they have estate within GM.

ANNEX 2 - Proposed GM Estates Governance Structure

Estates Governance framework

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1	GM Land Commission (GMLC)	<ul style="list-style-type: none"> The GMLC will provide a strategic link between GM and HMG Departments / NDPB's to facilitate the better use of the public estate to help meet national and local policy objectives. It will: <ul style="list-style-type: none"> Support GM with discussions with HMG Departments to unlock barriers or resolve centrally determined estates issues impacting on the successful delivery of GMCA land and property programmes; Provide a mechanism for HMG Departments to link, and support delivery of, departmental estate disposal programmes with locally led housing, economic growth and public service reform initiatives.
2	GM Land & Property Strategy Board	<ul style="list-style-type: none"> Responsible for delivering the One Public Estate agenda in GM, accountable to the GMCA. Supports the GMLC and has responsibility for implementing the strategic direction for land and property set by GMCA in consultation with GMLC. Develops and monitors a range of targets on behalf of the GMCA, in relation to the strategic management of public land and property assets in GM, and the delivery of key land and property programmes. Holds GM delivery function to account.
3	GM Delivery Unit (Strategy and Planning Programme Delivery PMO)	<ul style="list-style-type: none"> Delivery function providing appropriate strategic capacity and multi-disciplinary expertise to support the existing estates capacity across GM. The Delivery Unit will work within national guidance to provide the support required to deliver 'Taking Charge'. Core responsibilities include i) Support the planning and delivery of key estate programmes including local estate strategies; ii) Planning and delivery of strategic estates programmes iii) Design, implement and embed common standards and practices for estates planning and delivery.
4	GM Health and Social Care Strategic Estates Board	<p>The GM Health and Social Care Strategic Estates Board will:</p> <ul style="list-style-type: none"> Provide strategic oversight and leadership to the development and delivery of the GM Health and Social Care Estates Strategy, and to ensure that the MoU developed between GM and DoH, is supported by a corresponding intra GM MoU that defines how GM will work together. Be responsible for delivery and oversight of the GM/DoH MoU, and the delivery of the intra GM MoU. Have oversight for the production of the ten Strategic Estates plans, and be responsible for ensuring that there is a consistency in ambition and content. In support of this the SEG Chairs Group will be represented on the Board. Have oversight of and be responsible for ensuring the estates elements of the Strategic/Implementation plans are produced and hold the Delivery Unit to account for developing them. Have oversight of any national policy development that impacts on health and care GM organisations and their estate. Not be responsible for the development of a GM Spatial Framework, its responsibility extends to the strategic management of the health and care estate only.
5	Strategic Estates Groups (SEGs)	<ul style="list-style-type: none"> Collaborative forums of public sector occupiers charged with using public estates more efficiently based on the needs of each community. Develop locality-based strategic estate plans and delivery programmes that are aligned to Locality Plans and 'Taking Charge'.
	NHS England Business Case and Capital/Investment Pipeline Steering Group	<ul style="list-style-type: none"> The group oversees the governance arrangements of the Capital/Investment pipeline across Lancashire & Greater Manchester. It's main aim is to provide strategic oversight to ensure capital investment is made in line with the strategic direction of NHS England; to ensure investment is targeted at the areas of greatest need; and to ensure value for the NHS and that any investment has the maximum benefit to the NHS and its patients
6	Organisation specific property asset management	<ul style="list-style-type: none"> Deliver local property and asset management services in respect of detailed local strategies for housing delivery, economic growth and public service reform. Engage with, and supported by, GM Delivery Unit through SEGs.

ANNEX 3- Dispute Resolution

Any dispute arising out of or in connection with this contract shall, at first instance, be referred to a mediator for resolution. The parties shall attempt to agree upon the appointment of a mediator, upon receipt, by either of them, of a written notice to concur in such appointment. Should the parties fail to agree within fourteen days, either party, upon giving written notice, may apply to the President or the Vice President, for the time being, of the Chartered Institute of Arbitrators, for the appointment of a mediator.

Should the mediation fail, in whole or in part, either party may, upon giving written notice, and within twenty eight days thereof, apply to the President or the Vice President, for the time being, of the Chartered Institute of Arbitrators, for the appointment of a single arbitrator, for final resolution. The arbitrator shall have no connection with the mediator or the mediation proceedings, unless both parties have consented in writing. The arbitration shall be governed by both the Arbitration Act 1996 and the Controlled Cost Rules of the Chartered Institute of Arbitrators (2014 Edition), or any amendments thereof, which Rules are deemed to be incorporated by reference into this clause. The seat of the arbitration shall be England and Wales. "

APPENDIX 2

GREATER MANCHESTER HEALTH AND SOCIAL CARE DEVOLUTION

MEMORANDUM OF UNDERSTANDING - ESTATES

BETWEEN GREATER MANCHESTER AND NATIONAL BODIES

1. Introduction

The overriding purpose of the initiative represented in this Memorandum of Understanding (MOU or Memorandum) is to ensure that the effective management of the Greater Manchester (GM) health and social care estate enables the greatest and fastest possible improvement to the health and wellbeing of the 2.8 million citizens of GM.

This requires a more integrated approach to the use of the existing health and social care estate, which will be a critical component in delivering transformational changes to the way in which services are delivered across GM.

To facilitate this, this MOU creates a framework for achieving the dialogue and consensus between all parties that will be required to drive forward, at pace, an effective GM estates strategy. It sets out the process for collaborative working to ensure that the maximum value is derived from the changes to the GM health and social care estate that will be necessary if the ambitions in the GM health and social care strategy 'Taking Charge' are to be realised. Furthermore this MOU underpins a second MOU that will be agreed between GM's health and social care organisations that will help shape the development of the GM estate.

All parties to this MOU agree to act in good faith to support the objectives and principles set out here, for this MOU for the benefit of all GM patients and citizens.

2. Parties

The Parties⁶ to the Memorandum are:-

GM Combined Authority (GMCA)

The 10 GM Local Authorities

Association of GM CCGs

The 12 GM CCGs

GM NHS Provider Trusts

The 15 GM NHS Provider Trusts

Association of Greater Manchester Local Medical Committees

Department of Health (DH)⁷

NHS England (NHSE)

NHS Improvement (NHSI)

HM Treasury (HMT)

Department for Communities and Local Government (DCLG)

⁶ Appendix 1 includes a full list of organisations that are party to this Memorandum

⁷ DH is the sole shareholder for NHS Property Services (NHS PS) and Community Health Partnerships (CHP). Both organisations have important roles to play in the development of the GM estate, but are represented in this MOU by DH.

There will also be an MOU between GM partner organisations setting out in more detail how they will work together on management of the GM public sector estate. The parties to the GM Memorandum will be:-

GM Combined Authority (GMCA)

The 10 GM Local Authorities

Association of GM CCGs

The 12 GM CCGs

GM NHS Provider Trusts

The 15 GM NHS Provider Trusts

NHS Property Services (NHSPS)

Community Health Partnerships (CHP)

Association of Greater Manchester Local Medical Committees

3. Context

Estates development is a key enabler for the successful implementation of the GM Health and Social Care Strategic Plan “Taking Charge” and the closure of the £2bn gap in five years and will also have a wider impact on GM economic outcomes (e.g. housing delivery, economic space).

The key features of estate changes needed for health and social care in GM are that:

- through the combined effect of a radical upgrade in prevention of demand for health and social care services, scaling up primary care, the integration of community health and social care and the standardisation of clinical support and back office services, there should be a reduced need for hospital capacity due to inappropriate demand; and
- there will be requirements for multi-purpose community based hubs accommodating, for example, integrated primary care, community health and adult social care services and enhanced provision of step down services preventing inappropriate demand for acute beds.

However, the current structure of the health and social care system can make strategic investment/disinvestment decisions in multiple ownership situations challenging. The existence of multiple and different decision points for estate development or changes and the plurality of processes for agreeing business cases for investment and disposal can result in difficulties in whole-system planning. There are currently few existing incentives for unified strategic estate planning across the diverse spectrum of health and social care partners.

There is unlikely to be sufficient capital available within existing sources to deliver the estate changes desired for the health estate in GM. GM will therefore develop a capital investment strategy for estates that considers the availability and affordability of capital budget (Capital Departmental Expenditure Limit known as CDEL) and where appropriate and value for money and create appropriate funding platforms in open consultation and collaboration with NHSE, NHSI, DH and HMT.

This MOU sets out the overarching principles so that there is the necessary leadership and coordination needed to maximise the opportunities the GM estate offers.

In that context this MOU:

- establishes the way in which GM and national organisations will adopt a collaborative approach to the management of the GM estate with the wider GM strategy in mind; and
- clarifies the process by which the disposal of GM health and social care estate will be managed.

It should be read in conjunction with the MOU for the GM health and social care devolution, and the MOU for Estates between GM parties.

4. Vision and Objectives

A vision for GM Health and Social Care estates has been agreed at the Strategic Estates Group Chairs' workshop in October 2015:

'Greater Manchester will seek to drive maximum value from the public estate by enabling its more efficient use in order to deliver local strategic objectives and national policy objectives'.

The parties to this MOU share the following objectives:

- Better manage the public sector estate so that it enables the reforms needed to deliver:
 - Improved health and wellbeing outcomes for the people of GM,
 - better utilisation of the current health and social care estate,
 - Achieve clinical and financial sustainability for the GM health and social care system by 2020;
- Make more efficient use of the public sector health and social care estate in order to deliver 'Stronger Together: Greater Manchester Strategy', 'Taking Charge' of our Health and Social Care in Greater Manchester, the delivery of our ten Locality Plans and national policy objectives included in the 'Better Quality Care for Patients' the Five Year Forward View;
- Identify and release surplus land to optimise receipts and deliver economic growth and value for money;
- Enable GM to optimise site value and to help DH meet its targets for receipts from land disposals and housing, and delivery of key worker housing if required; and
- Deliver plans that are consistent with and support any overarching health and social care estate or public sector targets, estates sales plans and place based collaborations.

5. Overarching Principles

The MOU is underpinned by the following principles which will support the vision of driving maximum value from the public estate:

Collaboration

- GM will work collaboratively with local non-GM bodies and take into account the impact of GM decisions upon non-GM bodies and their communities;
- All parties will engage in collaborative, constructive conversations about the optimum use of public sector assets across GM to maximise value (minimising delivery risks with appropriate financial risks);
- All parties commit to optimise the scale and value of disposals from surplus land, including, where appropriate, housing
- A commitment for all parties to take a transparent and open book approach in relation to land and property assets, including early notification of possible land and buildings for disposal with clear recognition of the need to protect commercial confidentiality;

Decisions

- All parties will work collectively to ensure that decisions relating to estates taken at both locality and GM level will focus on the delivery of the GM strategic plan, Stronger Together: Greater Manchester Strategy and Taking Charge⁸ of our Health and Social Care in Greater Manchester

⁸ 'Taking Charge' is GM's five year strategic plan for health and social care. As it develops it will mirror the requirements of the Sustainability Transformation Plan (STP) guidance that other areas are producing. GM will not be producing a separate STP.

and the delivery of our ten Locality Plans and therefore the interests and outcomes of patients and people in GM, not organisational self-interest alone;

- The delivery of 'Taking Charge' and of the ten Locality Plans will be considered as a significant priority for investment and strategic estates decisions⁹;
- There is no requirement for GM health and social care estate ownership to change;
- The MOU does not affect the autonomy of any GM organisation, nor will it interfere with the rights and duties of any party to the MOU to determine what relevant estate is disposed of, or when; and
- So far as is consistent with any statutory or other legal obligations on them. all parties will seek to optimise the utilisation of assets where long term commitments exist, such as PFIs, LIFT etc.

6. Scope

The MOU relates to all investment and disposals in health and social care estate (buildings and land) in GM that is owned by the public sector or GP practices.¹⁰

In relation to disposals it does not cover any other buildings or land owned by independent or private sector organisations from which health and social care services are delivered.

It is recognised that there are organisations outside of GM that may have health and social care estate in GM. The parties to this memorandum are expected to collaborate with such parties even though they are not party to this memorandum.

The MOU relates to strategic decisions on the GM estate's health and social care buildings and land, not operational management of the estate or facilities management.

In all cases, decisions by the parties in pursuance of this MOU must be consistent with their respective statutory and other legal obligations, rights and objectives.

7. What the MOU Delivers

Terms of the Memorandum

All parties will seek to drive maximum value from the public estate by:

- acting in good faith to support the objectives and principles of this MoU for the benefit of all GM patients and citizens;
- working collaboratively and transparently to deliver effective management of the public estate aligned with the 'Stronger Together' and 'Taking Charge', delivery of the ten Locality Plans and the principles of the GMCA Devolution agreement;
- facilitating an ongoing dialogue with relevant bodies managing the GM health and social care estate;
- taking decisions at a GM level in respect of the health and social care estate where the GM place-based approach is optimum for its residents, recognising regional and national objectives;
- developing a partnership for strategic estate planning, aligned with sub-regional strategies;
- committing to a process designed for reaching agreement as to how GM will contribute to the DH estate disposal and housing targets. (See appendix 2 for proposed process); and
- agreeing to open discussions on issues that will help GM accelerate the pace of change, or to overcome national constraints that inhibit the development of the GM strategy. Current examples of this are:

⁹ NHS providers also have commitments/responsibilities to patients/residents beyond GM. There may be estate decisions taken regionally that we would want to be complementary but would not be incorporated into either Taking Charge, the STP or Locality Plans.

¹⁰ This recognises that GP practices may be owned privately but still provide public health services.

- Capital Resource Limit - All parties will work together to agree how the NHS Capital Resource Limits relating to GM NHS Trusts and NHS Foundation Trusts can be confirmed as soon as possible, and to investigate how a GM wide allocation can be made in the future; and
- Approval process for Capital Projects - GM will work with DH, NHSE and NHSI with the intention of streamlining approval processes for NHS Primary Care capital projects by ensuring they are fully aligned to 'Taking Charge', locality plans and national directives and thus are ready for approval

8. Implementation.

Appendix 2 outlines the process relating to the disposal of surplus property and the handling of receipts

9. Governance

New governance structures will enable the parties to work together to make decisions in relation to the GM health and social care estate that are strategically co-ordinated and aligned to maximise benefit across GM. An innovative governance framework will be key to success.

- The governance of GM health and social care will form part of the governance arrangements for the GM Land Commission (GMLC). The GMLC will provide greater local oversight and accountability for estates management strategies, including approaches to disposals and generation of capital receipts. The GMLC will provide a strategic link between GM and Government Departments / Non-Departmental Public Bodies to facilitate the better use of the public estate to help meet national and local policy objectives. A GMLC / One Public Estate (OPE) framework is currently being developed comprising GM and local strategy and delivery capability. The emerging framework is shown at Appendix 4 to this MOU.
- A dispute resolution process is shown at Appendix 3
- A GM Land and Property Board responsible for delivering the OPE agenda in GM, accountable to the GMCA. It will support the GMLC and has responsibility for implementing the strategic direction for land and property set by GMCA in consultation with GMLC.
- A GM Health and Social Care Strategic Estates Board has been established which represents all stakeholders and is responsible for high level strategic estates planning (not the management of the estate).
- Each of the ten GM localities have established Strategic Estates Groups (SEGs). These are collaborative forums of public sector occupiers charged with using public property assets more efficiently based on the needs of each community. The SEGs will develop locality-based strategic estate plans and delivery programmes which will flow from the Locality Plans. The work at locality level will be supported by work at GM level to understand the scale of the estate requirements and to secure the investment needed.

ANNEX 1 – Parties to the Memorandum

GM Combined Authority	Association of GM CCGs	GM NHS Provider Trusts
<ul style="list-style-type: none"> •Bolton Council •Bury Council •Manchester City Council •Oldham Council •Rochdale Borough Council •Salford City Council •Stockport MBC •Tameside MBC •Trafford Council •Wigan Council 	<ul style="list-style-type: none"> •NHS Bolton CCG •NHS Bury CCG •NHS Central Manchester CCG •NHS Heywood, Middleton and Rochdale CCG •NHS North Manchester CCG •NHS Oldham CCG •NHS Salford CCG •NHS South Manchester CCG •NHS Stockport CCG •NHS Tameside and Glossop CCG •NHS Trafford CCG •NHS Wigan Borough CCG 	<ul style="list-style-type: none"> •Bolton NHS FT •Central Manchester University Hospitals NHS FT •Greater Manchester West Mental Health NHS FT •Manchester Mental Health and Social Care Trust •North West Ambulance Trust •Pennine Acute Hospitals NHS Trust •Pennine Care NHS FT •Salford Royal NHS FT •Stockport NHS FT •Tameside Hospital NHS FT •The Christie NHS FT •University Hospital of South Manchester NHS FT •Wrightington, Wigan and Leigh NHS FT •5 Boroughs Partnership NHS FT •Bridgewater Community Healthcare NHS FT¹¹

Association of Greater Manchester Local Medical Committees (LMCs)
 Department of Health (DH)
 NHS England (NHSE)
 NHS Improvement (NHSI)
 HM Treasury (HMT)
 Department for Communities and Local Government (DCLG)

¹¹ 5 Boroughs and Bridgewater are formally located in Cheshire and Merseyside but are parties to this Memorandum as they have estate within GM.

Appendix 2 –

PROCESS FOR GM TO CONTRIBUTE TO THE CAPITAL RECEIPT AND HOUSING TARGET FOR DH

1. Introduction

- 1.1 The national MOU will determine a collaborative way of working – principles, scope etc. The MOU will ensure that decisions are taken with the wider GM strategy in mind. It will establish an “Open book process” to optimise the speed and value of disposals in GM, helping DH meet its targets.
- 1.2 DH has a challenging Spending Review target which includes £2bn asset sales and disposal of land to deliver 26,000 new homes. GM has a 220,000 new homes target as part of the Devolution agreement. There is a need to consider the interplay (and any potential overlap) between this target and the NHS target.

2. Disposals

- 2.1 For disposals involving one organisation the capital receipt flow and contribution to the DH receipts and housing targets is illustrated in Table 1. The contribution to the DH target is notional as funds remain with the organisation making the disposal
- 2.2 Where the disposal involves approval for housing on land owned by NHS bodies or NHS PS the housing numbers will contribute to the DH target.

3. Disposals involving multiple sites

- 3.1 Where a disposal follows site assembly by GM of one or more sites in the ownership of different public sector ownership, including NHSPS, ‘marriage value’¹² may be created i.e. added value above that which might have been obtained from individual transactions (including the usual overage).
- 3.2 In these cases, the capital receipts relating to the un-enhanced value (plus usual overage¹³) of the individual sites will flow to the individual site owners. The share of the marriage value - ‘gainshare’ will be shared as agreed between the parties.

4. Delivery

- 4.1 Establish a working group composed of: DH, CHP, NHS PS, Provider Trusts and the GM Health and Social Care Partnership team. The group will report into the MOU Working Group.
- 4.2 GMGM will establish an evidence based list of DH identified NHS sites, or disposal or housing development covering the period 2016-2020. The sites will be identified from the twelve GM interim Local Estates Strategies dated December 2015 and sites reported to HSCIC as surplus as part of the annual surplus land data exercise, refined through further Trust visits by the DH Provider Engagement Programme and by reference to the ‘Taking Charge’ strategy, which will include the national requirements for Sustainable Transformation Plans, and through updates to the Local Estates Strategies..

¹² ‘Marriage Value’ is the value released by the merger of two or more interests in land, often when combining land parcels to assemble a development site.

4.3 Agree monitoring of receipts, through an agreed 'Disposals Framework', for NHS sites identified for disposal/housing development from April 2016 onwards..

Table 1

Current GM H&SC Estate owner	Capital Receipts from disposals	Counts towards DH targets
NHS Foundation Trusts	FT retains	✓
NHS Trusts	Trust retains, with NHSI consent	✓
NHS Property Services	NHS Property Services Ltd.	✓
Local Authority	LA retains	✗
CHP	CHP	✗
Primary Care (GP owned)	GP partner	✗
Primary Care (not GP owned)	Freeholder	✗
CCGs	n/a	Dependent on freeholder

Appendix 3

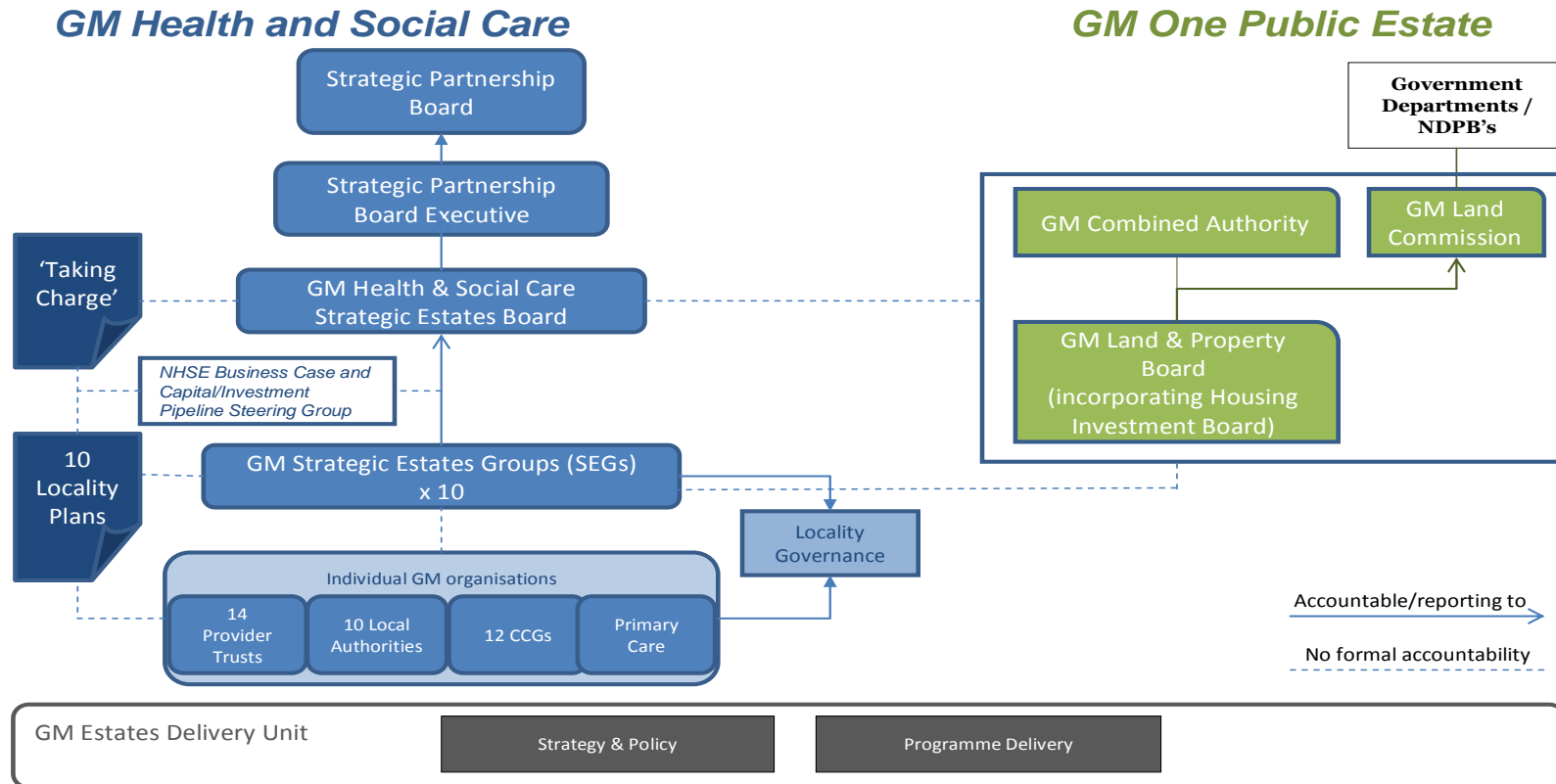
Dispute Resolution

1. Any dispute arising out of or in connection with this contract shall, at first instance, be referred to a mediator for resolution. The parties shall attempt to agree upon the appointment of a mediator, upon receipt, by either of them, of a written notice to concur in such appointment. Should the parties fail to agree within fourteen days, either party, upon giving written notice, may apply to the President or the Vice President, for the time being, of the Chartered Institute of Arbitrators, for the appointment of a mediator.
2. Should the mediation fail, in whole or in part, either party may, upon giving written notice, and within twenty eight days thereof, apply to the President or the Vice President, for the time being, of the Chartered Institute of Arbitrators, for the appointment of a single arbitrator, for final resolution. The arbitrator shall have no connection with the mediator or the mediation proceedings, unless both parties have consented in writing. The arbitration shall be governed by both the Arbitration Act 1996 and the Controlled Cost Rules of the Chartered Institute of Arbitrators (2014 Edition), or any amendments thereof, which Rules are deemed to be incorporated by reference into this clause. The seat of the arbitration shall be England and Wales. "

Appendix 4 – Proposed GM Estates Governance Structure

Estates Governance framework

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1	GM Land Commission (GMLC)	<ul style="list-style-type: none"> The GMLC will provide a strategic link between GM and HMG Departments / NDPB's to facilitate the better use of the public estate to help meet national and local policy objectives. It will: <ul style="list-style-type: none"> Support GM with discussions with HMG Departments to unlock barriers or resolve centrally determined estates issues impacting on the successful delivery of GMCA land and property programmes; Provide a mechanism for HMG Departments to link, and support delivery of, departmental estate disposal programmes with locally led housing, economic growth and public service reform initiatives.
2	GM Land & Property Board	<ul style="list-style-type: none"> Responsible for delivering the One Public Estate agenda in GM, accountable to the GMCA. Supports the GMLC and has responsibility for implementing the strategic direction for land and buildings set by GMCA in consultation with GMLC. Develops and monitors a range of targets on behalf of the GMCA, in relation to the strategic management of public land and property assets in GM, and the delivery of key land and property programmes. Holds GM delivery function to account.
3	GM Delivery Unit (Strategy and Planning Programme Delivery PMO)	<ul style="list-style-type: none"> Delivery function providing appropriate strategic capacity and multi-disciplinary expertise to support the existing estates capacity across GM. The Delivery Unit will work within national guidance to provide the support required to deliver 'Taking Charge'. Core responsibilities include i) Support the planning and delivery of key estate programmes including local estate strategies; ii) Planning and delivery of strategic estates programmes iii) Design, implement and embed common standards and practices for estates planning and delivery.
4	GM Health and Social Care Strategic Estates Board	<p>The GM Health and Social Care Strategic Estates Board will:</p> <ul style="list-style-type: none"> Provide strategic oversight and leadership to the development and delivery of the GM Health and Social Care Estates Strategy, and to ensure that the MoU developed between GM and DoH, is supported by a corresponding intra GM MoU that defines how GM will work together. Be responsible for delivery and oversight of the GM/DoH MoU, and the delivery of the intra GM MoU. Have oversight for the production of the ten Strategic Estates plans, and be responsible for ensuring that there is a consistency in ambition and content. In support of this the SEG Chairs Group will be represented on the Board. Have oversight of and be responsible for ensuring the estates elements of the Strategic/Implementation plans are produced and hold the Delivery Unit to account for developing them. Have oversight of any national policy development that impacts on health and care GM organisations and their estate. Not be responsible for the development of a GM Spatial Framework, its responsibility extends to the strategic management of the health and care estate only. .
5	Strategic Estates Groups (SEGs)	<ul style="list-style-type: none"> Collaborative forums of public sector occupiers charged with using public estates more efficiently based on the needs of each community. Develop locality-based strategic estate plans and delivery programmes that are aligned to the Locality Plans and 'Taking Charge'.
	NHS England Business Case and Capital/Investment Pipeline Steering Group	<ul style="list-style-type: none"> The group oversees the governance arrangements of the Capital/Investment pipeline across Lancashire & Greater Manchester. It's main aim is to provide strategic oversight to ensure capital investment is made in line with the strategic direction of NHS England; to ensure investment is targeted at the areas of greatest need; and to ensure value for the NHS and that any investment has the maximum benefit to the NHS and its patients

Summary of MOU's

National Estates MOU

Executive Summary

1. Parties

The Parties to the Memorandum are:-

- GM Combined Authority (GMCA)
- The 10 GM Local Authorities
- Association of GM CCG's
- The 12 GM CCG's
- GM NHS Provider Trusts
- The 15 GM NHS Provider Trusts
- Association of Greater Manchester Local Medical Committees
- Department of Health (DH)
- NHS England (NHSE)
- NHS Improvement (NHSI)
- HM Treasury (HMT)
- Department for Communities and Local Government (DCLG)

2. Context

This MOU sets out the overarching principles needed to provide the leadership and coordination needed to maximise the opportunities the GM estate offers. It:

- establishes the way in which GM and national organisations will adopt a collaborative approach to the management of the GM estate with the wider GM strategy in mind; and
- clarifies the process by which the disposal of GM health and social care estate will be managed.

3. Vision and Objectives

A vision for GM Health and Social Care estates has been agreed at the Strategic Estates Group Chairs' workshop in October 2015:

'Greater Manchester will seek to drive maximum value from the public estate by enabling its more efficient use in order to deliver local strategic objectives and national policy objectives'.

The parties to this MOU share the following objectives:

- Better manage the GM public sector estate so that it enables the reforms needed to deliver:
 - Improved health and wellbeing outcomes for the people of GM,
 - The most efficient utilisation of the current health and social care estate,
 - Achieve clinical and financial sustainability for the GM health and social care system by 2020;
- Make more efficient use of the public sector health and social care estate in order to deliver 'Stronger Together: Greater Manchester Strategy', 'Taking Charge' of our Health and Social Care in Greater Manchester and the delivery of our ten Locality Plans and national policy objectives included in the 'Better Quality Care for Patients' the Five Year Forward View;
- Identify and release surplus land to optimise receipts and deliver economic growth and value for money;
- Enable GM to optimise site value and to help DH meet its targets for receipts from land disposals and housing units, and delivery of key worker housing if required; and
- Deliver plans that are consistent with any overarching health and social care estate or public sector targets, estates sales plans and place based collaborations.

4. Overarching Principles

The MOU is underpinned by the following principles which will support the vision of driving maximum value from the public estate:

Collaboration

- GM will work collaboratively with local non-GM bodies and take into account the impact of GM decisions upon non-GM bodies and their communities;
- All parties will engage in collaborative, constructive conversations about

the optimum use of public sector assets across GM to maximise value (minimising delivery risks with appropriate financial risks);

- All parties commit to optimise the scale and value of disposals from surplus land, including ,where appropriate, housing
- A commitment for all parties to take a transparent and open book approach in relation to land and property assets, including early notification of possible land and buildings for disposal with clear recognition of the need to protect commercial confidentiality;

Decisions

- All parties will work collectively to ensure that decisions relating to estates taken at both locality and GM level will focus on the delivery of the GM strategic plan, Stronger Together: Greater Manchester Strategy and Taking Charge¹⁴ of our Health and Social Care in Greater Manchester and the delivery of our ten Locality Plans and therefore the interests and outcomes of patients and people in GM, not organisational self-interest alone;
- The delivery of 'Taking Charge' and of the ten Locality Plans will be considered as a significant priority for investment and strategic estates decisions¹⁵;
- There is no requirement for GM health and social care estate ownership to change;
- The MOU does not affect the autonomy of any GM organisation, nor will it interfere with the rights and duties of any party to the MOU to determine what relevant estate is disposed of, or when; and
- So far as is consistent with any statutory or other legal obligations on them. all parties will seek to optimise the utilisation of assets where long term commitments exist, such as PFIs, LIFT etc.

5. Scope

The MOU relates to all investment and disposals in health and social care estate (buildings and land) in GM that is owned by the public sector or GP

¹⁴ 'Taking Charge' is GM's five year strategic plan for health and social care. As it develops it will mirror the requirements of the Sustainable Transformation Plan (STP) guidance that other areas are producing. GM will not be producing a separate STP.

¹⁵ NHS providers also have commitments/responsibilities to patients/residents beyond GM. There may be estate decisions taken regionally that we would want to be complementary but would not be incorporated into either Taking Charge, the STP or Locality Plans.

practices.¹⁶

In relation to disposals it does not cover any other buildings or land owned by independent or private sector organisations from which health and social care services are delivered.

It is recognised that there are organisations outside of GM that may have health and social care estate in GM. The parties to this memorandum are expected to collaborate with such parties even though they are not party to this memorandum.

The MOU relates to strategic decisions on the GM estate's health and social care buildings and land, not operational management of the estate or facilities management.

In all cases, decisions by the parties in pursuance of this MOU must be consistent with their respective statutory and other legal obligations, rights and objectives.

6. What the MOU Delivers

The MOU relates to all investment and disposals in health and social care estate (buildings and land) in GM that is owned by the public sector or GP practices.¹⁷

In relation to disposals it does not cover any other buildings or land owned by independent or private sector organisations from which health and social care services are delivered.

It is recognised that there are organisations outside of GM that may have health and social care estate in GM. The parties to this memorandum are expected to collaborate with such parties even though they are not party to this memorandum.

The MOU relates to strategic decisions on the GM estate's health and social care buildings and land, not operational management of the estate or facilities management.

In all cases, decisions by the parties in pursuance of this MOU must be consistent with their respective statutory and other legal obligations, rights and objectives.

7. Implementation.

DH Targets

The MOU outlines the process relating to the disposal of surplus property

¹⁶ This recognises that GP practices may be owned privately but still provide public health services.

¹⁷ This recognises that GP practices may be owned privately but still provide public health services.

and the handling of receipts. (See full National MOU)

Governance

New governance structures will enable the parties to work together to make decisions in relation to the GM health and social care estate that are strategically co-ordinated and aligned to maximise benefit across GM. An innovative governance framework will be key to success.

GM Estates MOU

Executive Summary

1. Parties

The Parties to this Memorandum are:-

GM Combined Authority (GMCA)
Association of GM CCG's
GM NHS Provider Trusts
NHS Property Services (NHSPS)
Community Health Partnerships (CHP)
North West Ambulance Trust
Association of Greater Manchester Local Medical Committees

2. Context

This MoU sets out the overarching principles needed to provide the leadership and coordination needed to maximise the opportunities the GM estate offers. It:

- establishes the way in which GM organisations will adopt a collaborative approach to the management of the GM estate with the wider GM strategy in mind; and
- clarifies the process by which the disposal of GM health and social care estate will be managed.

3. Vision and Objectives

A vision for GM Health and Social Care estates has been agreed at the Strategic Estates Group Chairs' workshop in October 2015:

‘Greater Manchester will seek to drive maximum value from the public estate by enabling its more efficient use in order to deliver local strategic objectives and national policy objectives’.

The parties to this MOU share the following objectives:

- Better manage the GM public sector estate so that it enables the reforms needed to deliver;
 - Improved health and wellbeing outcomes for the people of GM,
 - The most efficient utilisation of the current health and social care estate,
 - Achieve clinical and financial sustainability for the GM health and social care system by 2020,
- Make more efficient use of the public sector health and social care estate in order to deliver ‘Stronger Together: GM Strategy’, ‘Taking Charge’ of our Health and Social Care in GM and the delivery of our ten Locality Plans and national policy objectives included in the ‘Better Quality Care for Patients’ the Five Year Forward View; and
- Use surplus land to optimise capital receipts and deliver economic growth value for money.

4. Overarching Principles

The MOU is underpinned by the following principles which will support the vision of driving maximum value from the public estate:

Collaboration

- GM will work collaboratively with local non-GM bodies and take into account the impact of GM decisions upon non-GM bodies and their communities;
- All parties will engage in collaborative, constructive conversations about the optimum use of public sector assets across GM to maximise value;
- All parties, including NHSPS and CHP, will collaborate when considering investment priorities and will consider the ambition of ‘Taking Charge’; and
- A commitment for all parties to take a transparent and open book approach in relation to land and property assets, including early notification of possible land and buildings for disposal.

Decisions

- All parties will work collectively to ensure that decisions relating to estates taken at both locality and GM level will focus on the delivery of the GM strategic plan, 'Stronger Together' and 'Taking Charge' and the delivery of our ten Locality Plans and therefore the interests and outcomes of patients and people in GM, not organisational self-interest alone;
- The delivery of 'Stronger Together', 'Taking Charge' and of the ten Locality Plans will be considered as a significant priority for investment and strategic estates decisions;
- Requirements, based on delivering wider GM objectives, to be prioritised through the Strategic Estates Groups, comprising Local Authorities, CCG's, provider representatives, and wider public sector representation;
- There is no requirement for GM health and social care estate ownership to change;
- The MOU will not impact the sovereignty of any Trust or organisation, nor will it interfere with the sovereign rights of an organisation to determine what estate is disposed of, or when ;and
- All parties will seek to optimise the utilisation of assets where long term commitments exist, such as PFIs, LIFT etc.

5. Scope

The MOU relates to all investment and disposals in health and social care estate (buildings and land) in GM that is owned by the public sector or GP practices.

In relation to disposals it does not cover any other buildings or land owned by independent or private sector organisations from which health and social care services are delivered.

It is recognised that there are organisations outside of GM that may have health and social care estate in GM. The parties to this memorandum are expected to collaborate with such parties even though they are not party to this memorandum.

The MOU relates to strategic decisions on the GM estate's health and social care buildings and land, not operational management of the estate or facilities management.

6. What the MOU Delivers

Terms of the Memorandum

All parties will work together to drive maximum value from the public estate by:

- acting in good faith to support the objectives and principles of this MOU for the benefit of all GM patients and citizens;
- working collaboratively and transparently to deliver effective management of the public estate aligned with the 'Stronger Together' and 'Taking Charge', delivery of the ten Locality Plans and the principles of the GMCA Devolution agreement;
- facilitating an ongoing dialogue with relevant bodies managing health assets and the health estate across GM, including the option for surplus land to be acquired by mutual consent, between GM organisations;
- taking decisions at a GM level in respect of the health and social care estate where the GM place-based approach is optimum for its residents, recognising regional and national directives;
- developing a partnership for strategic estate planning, aligned with sub-regional strategies;
- developing a commercial model for accessing capital funding, which may include working with institutional investors to create a fund or an SPV to provide investment in new facilities in return for long term revenue streams. This will be in addition to accessing existing sources i.e. borrowing by Foundation Trusts, NHSE capital for primary and community care developments, LIFT type schemes and prudential borrowing via LAs; and
- Agreeing a process for developing a pipeline of GM estate projects that will support the delivery of 'Stronger Together', 'Taking charge' and locality plans and the wider GM health and social care strategy.
- Agreement of a dispute resolution procedure in those cases where there is a clear conflict of interest between individual organisations interest and its potential negative impact on the GM strategic or Locality Plans.

7. Implementation.

The GM Estates Strategy Delivery Unit will support the identification and disposal of public sector land in GM. The Unit will provide appropriate strategic capacity and multi-disciplinary expertise to support the existing estates capacity across GM statutory public bodies in the delivery of

housing, public service reform, and growth ambitions. Core responsibilities will include:

- Strategic planning of key land and property programmes including oversight of and direction for local estate strategies to ensure alignment with 'Taking Charge' and Locality Plans;
- Programming and delivery of strategic estates programmes; and
- Designing and embedding common standards and practices for estates planning and delivery.

8. GM Health and Social Care Estates Governance


New governance structures will enable the parties to work together to make decisions in relation to the GM health and social care estate that are strategically co-ordinated and aligned to maximise benefit across GM. An innovative governance framework will be key to success. (Further details in section 5 of this report)

- A GM Health and Social Care Strategic Estates Board has been established which represents all stakeholders and is responsible for high level strategic estates planning (not the management of the Estate).
- Each of the ten GM localities have established Strategic Estates Groups (SEGs). These are collaborative forums of public sector occupiers charged with using public property assets more efficiently based on the needs of each community. The SEGs will develop locality-based strategic estate plans and delivery programmes which will flow from the Locality Plans. The work at locality level will be supported by work at GM level to understand the scale of the estate requirements and to secure the investment needed.

Agenda Item 8

Report To:	EXECUTIVE CABINET
Date:	31 August 2016
Executive Member/ Reporting Officer:	Councillor John Taylor, Deputy Executive Leader Damien Bourke, Assistant Executive Director – Development, Growth and Investment
Subject:	STATEMENT OF COMMUNITY INVOLVEMENT
Report Summary:	The current Statement of Community Involvement (SCI) was adopted by the Council in 2006 as a result of the changes brought in by the Planning and Compulsory Purchase Act 2004. Since that version of the document was adopted there have been a number of procedural changes to how planning documents are prepared. It is now important to publish a revised SCI that reflects these changes to statutory process. Following previous approval by Executive Cabinet on 29 June 2016 to consult on a draft SCI for a period of 4 weeks, the outcomes of this are presented, where appropriate modifications have been made and a final SCI is appended for approval to adopt.
Recommendations:	<ol style="list-style-type: none">1. That the content of this report is noted2. That approval is given to formally adopt the SCI.
Links to Community Strategy:	Community engagement is an essential part of the Community Strategy and therefore the emphasis of this in relation to plan making and decision taking is important.
Policy Implications:	The revised Statement of Community Involvement brings the Council's planning consultation guidance up-to-date.
Financial Implications: (Authorised by the Section 151 Officer)	There are no direct financial implications as a result of this report.
Legal Implications: (Authorised by the Borough Solicitor)	An Equality Impact Assessment Scoping document has been prepared and is appended to the report. There are no identified adverse impacts arising from the assessment. The production of the SCI and the process for consultation and adoption is considered to satisfy the requirements of the Planning and Compulsory Purchase Act 2004 and the associated regulations.
Risk Management:	By not adopting the Statement of Community Involvement the Council would be acting contrary to the requirements of the Planning and Compulsory Purchase Act 2004 and subsequent revisions.
Access to Information:	The background papers relating to this report can be inspected by contacting the report writer, Paul Moore:

 Telephone:0161 342 3108

 e-mail: paul.moore@tameside.gov.uk

1.0 BACKGROUND

- 1.1 Consultation in the planning process is vital. It can bring significant benefits by:
- Strengthening the evidence base for plan making and decision taking;
 - Ensuring community commitment to the future development of an area;
 - Promoting regeneration and investment; and
 - Increasing ownership and strengthening delivery.
- 1.2 The current Statement of Community Involvement (SCI) was adopted and published in 2006 in order to comply with the requirements of the Planning and Compulsory Purchase Act 2004.
- 1.3 Since that version of the SCI was published there have been a considerable number of changes to planning legislation that have altered the way in which consultation on plan making should be undertaken:
- The Conservation of Habitats and Species Regulations 2010
 - Town and Country Planning (Local Planning) Regulations 2012
 - National Planning Practice Guidance 2014
 - Town and Country Planning Development Management Procedure Order 2015
- 1.4 It is timely that a revision of the SCI is undertaken because it needs to reflect the up-to-date approach which is needed for consultation on both the Tameside Local Plan and the Greater Manchester Spatial Framework (GMSF).
- 1.5 The objective of the revised SCI is to provide clear and concise guidance on how, who and when consultation will take place on these planning matters.

2.0 CONSULTATION ON PLANNING POLICY

- 2.1 The revised SCI brings the Council's approach to planning policy consultation up to date and incorporates the approach required for consultation on the Greater Manchester Spatial Framework.
- 2.2 The revised document establishes how consultation will take place at each stage of plan preparation, what material will be available and how to access it. Approaches may include traditional consultation methods such as direct letters, notices, press releases, meetings and events through to more electronic orientated mediums such as email, the Council's website and social media.

3.0 CONSULTATION ON PLANNING APPLICATIONS

- 3.1 The SCI also covers how the Council will approach community involvement and statutory body engagement in the Development Management process, i.e. how the general public and specific statutory bodies are consulted on planning applications.
- 3.2 This is particularly important for the Council in order to identify the clear process for:
- Advertising applications;
 - Notifying neighbours;
 - Placing site notices;
 - Identifying how and when to comment; and
 - Identifying how to view application documents.

- 3.3 It is important that clear guidance is established and adhered to in order to reduce the likelihood of complaints relating to application consultations and the potential for referral to the Local Government Ombudsman.
- 3.4 Therefore the SCI sets out what members of the public and statutory bodies can expect in terms of consultation process for planning applications.

4.0 CONSULTATION ON THE DRAFT SCI

- 4.1 Consultation on the Draft SCI took place for a period of four weeks, from 1 July to 29 July 2016. There is no statutory period specified for consultation so a four week period for consultation was considered appropriate.
- 4.2 A Responses Report at Appendix 2 summaries the methodology used to publicise the Consultation Draft SCI, provides a precis schedule of all representations received and the Councils response to these. In summary the following modifications were made to the SCI as a result of the consultation:
- A Glossary has been added (appendix 2).
 - Manchester Airport has been added as a discretionary Specific Consultation body at **appendix 1**.
 - Greater clarity has been given as to how representations are expected to be made in relation to planning policy document consultations and how they will be treated once submitted (para.2.48).
 - A note to taking a pragmatic approach to assisting established groups in relation to Neighbourhood Planning consultation has been added (para. 2.50).

5.0 EQUALITIES IMPACT ASSESSMENT

- 5.1 The SCI draft document and consultation methodology were subject to an Equalities Impact Assessment (EIA) in order to ensure that both elements are equality compliant. A copy of this EIA is attached at Appendix 3 for completeness. The period of public consultation mentioned above, inviting representations, has allowed for further refinement of the SCI although it is not considered these result in issues which require further substantive EIA assessment, the EIA nevertheless has been updated to reflect the consultation undertaken.

6.0 RISKS

- 6.1 There are risks associated with the current adopted SCI for both plan making and decision-taking as it is out of date and should be updated to reflect the changes to plan making regulations since 2004 and to establish clear guidance on public and stakeholder involvement in the decision-taking process.
- 6.2 With the emergence and accelerated work programme of the GMSF it is important that a revised SCI is consulted on and adopted before the next period of consultation which is currently scheduled for late 2016.
- 6.3 In terms of decision taking on planning applications there is a clear risk to the Council if a clear and transparent process is not set out on how the authority will engage in notification and consultation with the general public and statutory bodies.

7.0 CONCLUSION

- 7.1 Given the broad range of changes to the planning system since 2004 it is timely that a revision of the Council's Statement of Community Involvement is undertaken. The document attached at Appendix 1 'Statement of Community Involvement 2016' is for adoption following a 4 week period of public consultation and consideration of representations received as summarised above and appended in full.

8.0 RECOMMENDATIONS

- 8.1 As set out on the front of the report.

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APPENDIX 1

Statement of Community Involvement



Statement of Community Involvement

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Version	Report Status	Prepared By	Approved By	Issued To
2.0	Final	GH/SP/JD	PT	-

1.0 Introduction

- 1.1 Planning ensures that the right development happens in the right place at the right time, benefitting communities and the economy. It plays a critical role in identifying what development is needed and where, what areas need to be protected or enhanced and in assessing whether proposed development is suitable¹.
- 1.2 This Statement of Community Involvement (SCI) sets out how Tameside Council will involve people in preparing and revising local planning documents and making decisions on planning applications.
- 1.3 The aim is that by achieving greater community engagement throughout the planning process the Councils stakeholders and other organisations will have an active involvement in identifying and addressing the main planning issues, and in the development of planning policies and proposals. In this way it is hoped that many objections will be resolved prior to the independent examination of local plans, and prior to the determination of planning applications.
- 1.4 This SCI highlights the importance of communities in planning. The Council will follow the guidelines and requirements set out in the following pages, monitoring and updating them when appropriate.
- 1.5 The Council recognises that community involvement can bring significant benefits:
- **Strengthening the evidence base for plans, strategies and planning decisions**
 - stakeholders and local communities bring a different perspective to planning and are valued for their expertise, opinions and insight.
 - **Community commitment to the future development of an area**
 - local people make a difference in their area, with long-term benefits.
 - **Promoting regeneration and investment**
 - by publicising proposals and inviting the involvement of stakeholders and local communities, the Council demonstrates its commitment to joint working to achieve better quality results.
 - **Ownership and strengthening delivery**
 - many elements of local planning require joint working between the Council, local communities and stakeholders. The Council believes that involving communities at an early stage of document preparation helps to resolve issues and achieve a common commitment.

¹ Plain English Guide to the Planning System, Department for Communities and Local Government, January 2015

- 1.6 The Council is required to publish a SCI detailing how they will engage local communities, this is set out in the Planning and Compulsory Purchase Act 2004. In addition there are a number of regulations and guidance documents which set specific requirements for the Council to follow, detailed in Table 1 below.

Legislation / Guidance	
Planning and Compulsory Purchase Act 2004	For Local Plan making including for a Statement of Community Involvement (Section 18).
Development Management Procedure Order 2015	Sets out the statutory provisions for consultation on planning applications and specific bodies to be consulted depending on the type of planning application.
Town and Country Planning (Local Planning) (England) Regulations 2012	For Local Plan making, including consultation and consideration of representations, including submission, examination and publication requirements. (Regulations 4, 5, 12, 13, 17, 18, 19, 20, 35 and 36).
Planning Practice Guidance	Sets out who should be involved in preparing a Local Plan.
Environmental Assessment of Plans and Programmes Regulations 2004	Sets out consultation requirements (Regulation 13) and post adoption requirements (Regulation 16).
The Conservation of Habitats and Species Regulations 2010	Sets out requirements for consultation with regard to Habitats Regulations Assessment (Chapter 8).

Table 1 Summary of the relevant Acts, regulations and guidance documents in relation to requirements to engage local communities in the planning process.

- 1.7 This SCI is a revision to the previous edition adopted by the Council in 2006 and is needed to reflect changes brought about by the above legislative and regulatory requirements as well as changes to the Council's own systems and available resources. This SCI is not subject to independent examination as was required for the SCI it will replace and nor is it subject to an additional sustainability appraisal.
- 1.8 When preparing Local Development Documents or determining planning applications the Council must comply with the community engagement requirements set out in the adopted SCI.

2.0 Planning Policy

2.1 The Council wants to give local people a greater role in shaping their local area, and the provisions of the Localism Act and the National Planning Policy Framework (NPPF) gives the boroughs communities the opportunity to get more involved in the preparation of planning documents, together with new powers to help shape their neighbourhoods.

2.2 The Local Planning Authority is responsible for new plan making with the following section of the SCI setting out the consultation methods and opportunities for community involvement during the processes of policy making. The Council will always comply with the statutory minimum requirements prescribed by legislation, although in many cases it will go beyond this.

2.3 National Planning Policy Framework

The NPPF, introduced in March 2012, sets out the Government's planning policies for England and how these are expected to be applied. The Framework acts as guidance for Local Planning Authorities in preparing plans and making decisions on planning applications. Additional advice is provided in the Planning Practice Guidance (PPG).

2.4 When preparing policies in Development Plan Documents (DPD), they must be broadly consistent with the NPPF and PPG, being supported by appropriate evidence.

2.5 The Development Plan

2.6 The Development Plan for Tameside comprises various Local Development Documents (LDD) of which there are two main types;

- Development Plan Documents (DPDs) are documents that have been subject to independent examination and testing. Once adopted these are the documents against which planning applications are assessed. Planning decisions must be made in accordance with these documents unless material considerations indicate otherwise.
- Supplementary Planning Documents (SPDs) are not subject to independent examination and are not policy themselves, but they do provide guidance on how the DPD's will be implemented and are a material consideration in determining planning applications.

2.7 The current Development Plan for Tameside comprises of the following DPDs;

- Unitary Development Plan
- Unitary Development Plan Proposals Map

- Greater Manchester Joint Minerals Plan
- Greater Manchester Joint Waste Plan

2.8 When preparing a LDD the Council should comply with the requirements set out within the adopted SCI. The Council's intentions on the production of future DPD or SPD, including the timetable for doing so, are outlined in its Local Development Scheme (LDS) and reviewed in the Authority's Monitoring Report (AMR). These requirements also apply to any documents which the Council produces jointly with other Local Planning Authorities. Such documents in the past have included the aforementioned Greater Manchester Joint Minerals Plan and the Greater Manchester Joint Waste Plan. Currently work continues to progress across Greater Manchester on the production of a further joint planning document, the Greater Manchester Spatial Framework (GMSF).

2.9 GMSF Development Plan Document

2.10 The ten Greater Manchester authorities have agreed to produce a joint Greater Manchester Spatial Framework DPD which will provide the overarching framework to manage sustainable growth and development across the conurbation over the next twenty years.

2.11 The GMSF will principally identify the housing numbers and employment floorspace needs and associated infrastructure requirements for Greater Manchester, as well as identifying the key broad opportunity areas where this growth should be focused.

2.12 Work on the GMSF will be coordinated and managed by the Association of Greater Manchester Authorities (AGMA) on behalf of the ten districts. This Statement of Community Involvement sets out how the community and other stakeholders will be involved in the preparation of the joint GMSF.

2.13 The Greater Manchester Agreement allows for a directly elected mayor with powers over strategic planning, including the power to create a statutory plan for Greater Manchester (with a unanimous vote of the Mayor's cabinet). Legislation is required to enable these changes and it is anticipated that the first city region Mayor elections will take place in early 2017.

2.14 The governance of the GMSF will transfer from a joint development plan document produced by AGMA Executive Board to the GMSF produced by the GM Mayor and/or Greater Manchester Combined Authority in due course. Although this Statement of Community Involvement sets out how the community and other stakeholders will be involved in the preparation of the joint GMSF the consultation arrangements will need to be reviewed at the time of governance transfer.

2.15 Who will be involved?

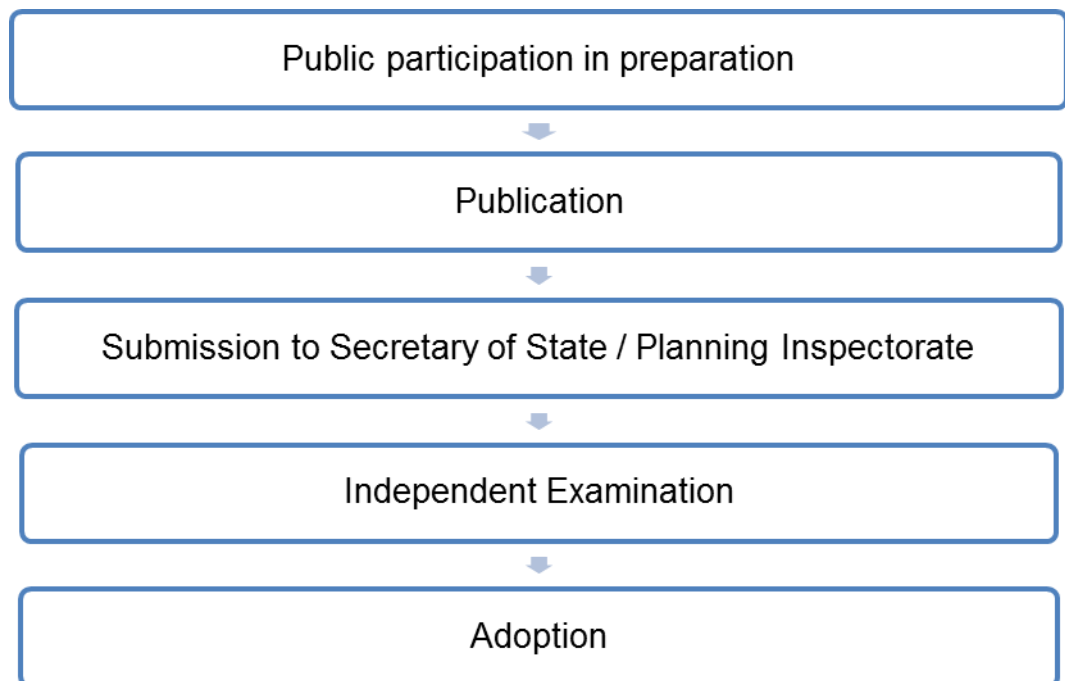
The following groups will be consulted where appropriate:

- **Specific consultation bodies** – organisations that AGMA are required to consult throughout the plan preparation process, including those responsible for services,

utilities and infrastructure provision, Parish Councils in and adjacent to Greater Manchester, adjoining councils and government departments, where appropriate.

- **Local organisations** - community and voluntary bodies with an interest in Greater Manchester.
- **Businesses** – those with business interests in Greater Manchester and bodies representing the interests of businesses operating in Greater Manchester.
- **Landowners, developers and agents** – those who have a direct interest in future development and have a major role to play in providing the facilities and services the district needs.
- **The general public** - those who live in, work in or visit Greater Manchester as well as those who have expressed an interest in the subject matter.

GMSF Preparation Stages:



2.16 When will they be involved?

- During **preparation**, as appropriate, inviting representations on what the GMSF should contain, when AGMA is gathering evidence, identifying the issues and developing the options for addressing the issues and developing the options for addressing these. Representations will also be invited on a draft document during a specified time period. Comments that are submitted will be considered prior to the next stage.
- At the **publication** stage, when the proposed submission version of the GMSF (the draft GMSF we want to adopt) is published to allow formal representations to

be made for a period of at least 6 weeks on the soundness of the plan and whether it complies with legal requirements. Significantly, only representations made at this stage can be considered at the public examination.

- At the **submission** stage the GMSF and associated documents, including all the representations made at the publication stage, will be submitted to the Government (this is not an opportunity to submit additional comments). Following submission an independent inspector will be appointed to undertake a **public examination**. People who made representations at the Publication stage can appear at the examination.

2.17 How will they be involved?

- AGMA will contact appropriate organisations and individuals directly, by email or by post.
- AGMA will publicise consultations by methods such as the AGMA website and each of the ten districts' web sites, press releases, social media, meetings and workshops.
- AGMA will make consultation documents available on the AGMA website, at the principal office of each of the Greater Manchester Local Planning Authorities and at selected public libraries.
- AGMA will publish comments received, or a summary of them, as soon as possible and explain how they have been taken into account in preparing the plan.²

2.18 If you wish to register your interest in being informed of future GMSF consultations please contact gmsf@agma.gov.uk. Further information about the GMSF is available on the AGMA website: www.agma.gov.uk.

2.19 In undertaking the community and stakeholder involvement outlined above AGMA will ensure that the duty to cooperate with neighbouring councils and other prescribed bodies is met, as set out in law. In doing so AGMA will engage constructively, actively and on an ongoing basis and have regard to their activities so far as they are relevant, in order to ensure that strategic matters are given full consideration in the preparation of the GMSF.

2.20 The Tameside Development Plan

2.21 All local authorities are required to produce a Local Plan with the aim of providing a more flexible planning system that adapts to changing priorities and which seeks to secure sustainable development.

2.22 The Council will consult widely during the preparation of DPDs, inviting representations on what they should contain, the supporting evidence, the key issues and the options for addressing these at various stages.

² The exceptions to this general principle occur at the 'publication' stage of the plan when representations are passed to the independent inspector to consider at the public examination and following the examination when the inspector may consult on proposed modifications to the plan. At these stages we are not therefore in a position to explain how comments have been taken into account.

2.23 The formal adoption of DPDs requires following a set process culminating in submission of the documents to the Secretary of State for Communities and Local Government who appoints an independent examiner whose role it is to assess whether the plan has been prepared in accordance with legal and procedural requirements and whether it meets specified soundness tests.

2.24 Tameside's future Development Plan is expected to consist of the following;

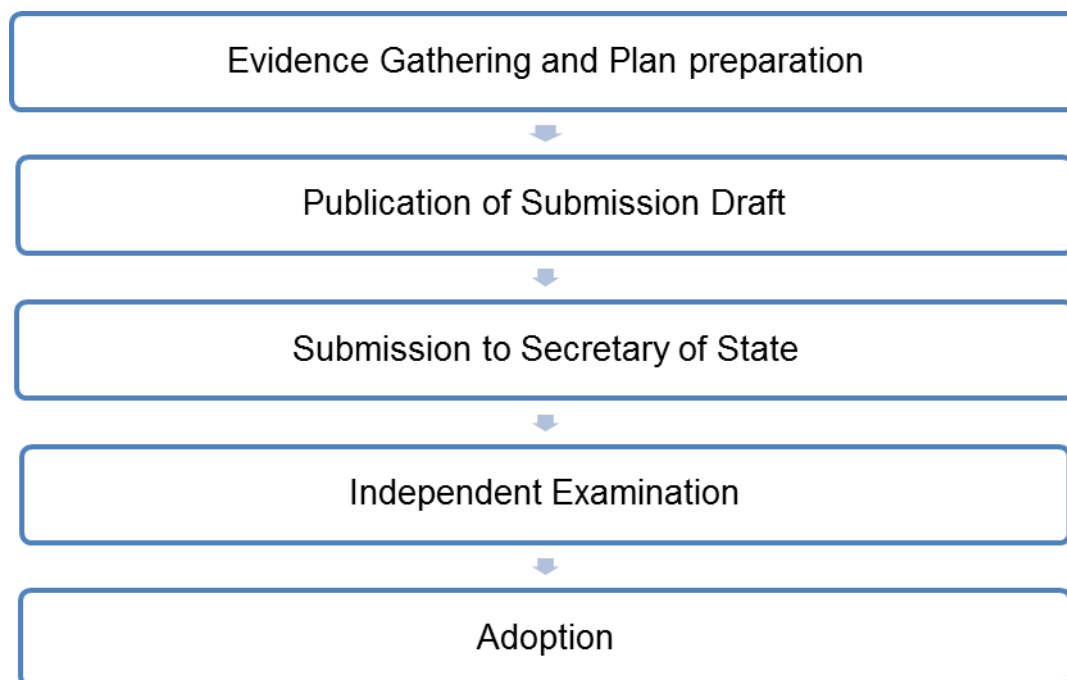
- Greater Manchester Joint Minerals Plan
 - Already adopted (April 2013), this document contains policies and site proposals to meet the needs for minerals planning across Greater Manchester.
- Greater Manchester Joint Waste Plan
 - Already adopted (April 2012), this document contains policies and site proposals to meet the needs for waste planning across Greater Manchester.
- Greater Manchester Spatial Framework
 - Being prepared by the ten Local Planning Authorities of Greater Manchester, the DPD will focus primarily on planning sub-regionally for housing and employment land requirements for Greater Manchester.
- Tameside Local Plan
 - Will include both policies and site allocations, establishing where development will be encouraged and where it will be resisted.
- Tameside Local Plan Proposals Map
 - Will illustrate where policy designations and site specific proposals are on plan.
- Supplementary Planning Documents
 - Will be prepared and updated on a range of guidance areas

2.25 When relevant in the preparation of the above documents the Council will assess the social, economic and environmental impacts of the policies at each stage of plan production through carrying out a Sustainability Appraisal to identify and enhance the positive effects of policies whilst minimising any potentially adverse impacts. In addition, where necessary the Council will also carry out Habitat Regulations Assessment.

2.26 Consultation on Development Plan Documents

2.27 There are a number of key stages involved in the preparation of any planning policy documents. These stages are required by Government through planning legislation and regulations and are designed to ensure that the process of plan making is as open and transparent as possible. The below highlights the key stages involved in the preparation of DPD's, the stages at which consultation will take place and how consultation will be undertaken.

Tameside DPD key stages:



- 2.28 As shown above the Council engages the community on an ongoing basis during plan preparation. Further details about local plan preparation and the statutory process can be found here:

<http://planningguidance.communities.gov.uk/blog/guidance/local-plans/local-plans-key-issues/>

- 2.29 Notification of public consultation on the emerging Tameside Local Plan or other DPD will be provided at various stages, as detailed below.

2.30 Who will be involved?

- 2.31 When preparing DPDs the Council is required by planning legislation to formally consult and involve a number of specific bodies and organisations, voluntary bodies whose activities benefit any part of the borough and other general consultation bodies representing a range of interested parties which are listed in appendix 1.

- 2.32 Additionally the Council has developed a consultation database which contains a wide range of other consultees and individuals. When appropriate, those on the database are contacted when preparing planning policy documents so there are numerous opportunities to influence policies and proposals as they develop.

- 2.33 Any interested parties or individuals are able to register to receive such correspondence at:

<http://www.tameside.gov.uk/planning/ldf/sci>

2.34 When will they be involved?

- **Evidence Gathering and Plan Preparation**

- In developing the DPD such as the Local Plan the Council will seek to engage with interested parties at an early stage. This will typically conclude in a minimum 6 week period of consultation on a draft version of the DPD which would be likely to include the key issues within Tameside and the realistic options for addressing these.

- **Publication of Submission Draft Stage**

Following consideration of all comments submitted on the Draft DPD, the Council will prepare a Publication version of the Plan which is that which it effectively considers to be the Councils 'sound' and final document which will be subject to a further period of consultation lasting at least 6 weeks.

- **Submission and Examination**

The Council will inform anyone who has requested to be notified when the DPD is submitted to the Secretary of State, in addition to anyone who made representations at the Publication Stage who will be notified of details of the Examination.

- **Adoption**

The Council will notify of the adoption of the DPD to all interested parties. The Inspector may advise the Council of their view as to whether the DPD requires modifications to be considered 'sound'. The Council is able to ask the Inspector to make recommendations as to what modifications are required.

2.35 How will they be involved?

2.36 The Council will consider using a range of consultation methods and activities (a number of which are specified by regulation) selected from the following when undertaking consultation exercises in connection with DPDs;

- Documents made available on the Councils website
- Documents made available in local libraries and at the Councils main reception
- Emails and letters sent to database contacts
- Social media items
- Local newspaper articles
- Planning policy newsletter
- Other online news sources

- Posters in prominent public spaces including at Council civic suites, public notice boards and leisure centres.
- Presentation at established public meeting cycles
- Key stakeholder discussions
- Workshops

2.37 Consultation on Supplementary Planning Documents

2.38 Similar to DPDs a number of key stages are involved in the preparation of SPDs although they are typically much quicker to produce as SPDs are not required to be submitted to the Secretary of State or be independently examined thereafter. SPD are produced to support and provide additional information and guidance on policies and proposals contained in DPD's.

2.39 Who will be involved?

2.40 When preparing SPDs the Council will seek to encourage involvement from a wide range of bodies and organisations, individuals, businesses and other stakeholders as it sees fit. The nature of involvement will largely be dependent on the document's content, where for site specific SPD the Council will seek to notify all those that are considered to be directly affected by the proposal.

2.41 The Council has developed a consultation database which includes a wide range of consultees and individuals, forming the starting point for engaging with stakeholders. Any interested parties or individuals are able to register to receive such correspondence at:

<http://www.tameside.gov.uk/planning/ldf/sci>

2.42 When will they be involved?

2.43 Where necessary the Council will engage with relevant stakeholders to inform the development of a draft SPD dependent upon the intended policy content. The Council will prepare a draft SPD and make this available for public comment for a period of no less than 4 weeks.

2.44 Once adopted the Council will make the SPD available on its website, principle office and libraries and also notify of the adoption to any person or body that made representation or who asked to be notified of the adoption.

2.45 How will they be involved?

2.46 The Council will consider using a range of consultation methods and activities (a number of which are specified by regulation) selected from the following when undertaking consultation exercises in connection with SPDs:

- Documents made available on the Councils website
- Documents made available in local libraries and at the Councils main reception

- Emails and letters sent to database contacts
- Social media items

2.47 Responses Received

2.48 Comments received during consultation periods on DPD's and SPD's should be made in writing and must include the name and address of the respondent, they cannot be treated in confidence and are available for public inspection. Following public consultation on DPD's and SPD's the Council will typically prepare a report which will set out a precis of the comments received, the Council's consideration of the comments and whether any change to the document has been made as a result of the comment. Producing such a report enables those that commented on documents to see how their comment has been considered.

2.49 Consultation on Neighbourhood Plans

2.50 Neighbourhood Planning is an optional process led by the community, parts of which the Council have to undertake and publicise. It is however the responsibility of Town Councils, Parish Councils or Neighbourhood Forums to engage and consult with the neighbourhood they seek to represent during the development of a neighbourhood plan, where the council will take a pragmatic approach to assisting established groups. Neighbourhood Plans need to be consistent with other elements of the Development Plan and would be subject to an examination conducted by an independent inspector.

2.51 Further guidance and advice on Neighbourhood Plans can be found on the Government's Planning Practice Guidance website

<http://planningguidance.communities.gov.uk>

2.52 Wish to be kept informed?

2.53 If you have an interest in Local Plan preparation matters and would like to add your details to our database of contacts and receive emails or letters on future consultations please register your details here:

<http://www.tameside.gov.uk/planning/ldf/sci>

3.0 Planning Applications

3.1 Introduction

3.2 The construction of most new buildings, major changes to existing buildings or to the local environment needs planning consent. Without a planning system everyone could construct buildings or use land in any way they wanted, no matter what effect this would have on other people who lived or worked in that area and the environment.

3.3 The Local Planning Authority is responsible for determining the applications submitted to it. The following section of this SCI set out the opportunities for community involvement during the processing of applications.

3.4 Pre-Application Discussions

3.5 The National Planning Policy Framework (NPPF) emphasises the importance to applicants of carrying out pre-application discussions with the Local Planning Authority and communities on their emerging proposals.

3.6 The aim of the pre-application process is to encourage discussion with a range of bodies including the local community before a formal application is made. By using this process it may be possible to amend a proposal in response to issues raised by Council officers, stakeholders, elected members or the community. This approach can help to avoid objections being made at a later stage.

3.7 Developers are therefore encouraged to contact the Council prior to the submission of a planning application to discuss their development proposal and any challenges which may arise from it. Generally this will involve discussions with relevant Council officers and the applicant or their agent, although the Council may also involve other interested parties where their knowledge or expertise could assist with discussions.

3.8 Where the Council consider a proposal is likely to generate significant levels of public interest, the prospective developer will be encouraged to engage in consultation with the local community prior to the submission of a planning application. This is likely to raise awareness of future proposals and enable the developer to take on board the views of local people when drawing up the details of the development proposal. Details of how consultation with the local community has assisted in shaping an application should be submitted with the proposal.

3.9 Community engagement should be genuine, where failure by the applicant to consult appropriately could lead to objections being made which could be material to the determination of the application.

- 3.10 Small scale developments such as house extensions will generally not require pre-application community involvement, but applicants are encouraged to discuss their proposal with neighbours and people who are directly affected, prior to the submitting an application. Further information on the pre-application stage can be found here:

<http://planningguidance.communities.gov.uk/blog/guidance/before-submitting-an-application/>

3.11 Applications – Who Will We Consult

- 3.12 The Council is committed to involving communities in Tameside in the planning application process and will actively seek the views of the community on planning matters as set out in this SCI. The Council's arrangements for publicity and notification will never be less than the statutory minimum set out in the Development Management Procedure Order 2015 (and its amendments).

- 3.13 In addition to pre-application discussions and wider community involvement there are statutory consultees which the Council must consult on planning applications. Exactly which body is consulted depends on the nature of the application but includes organisations such as the Environment Agency or Historic England for example. There are also a significant number of non-statutory bodies which the Council may consult in appropriate circumstances.

- 3.14 Further details on the statutory requirements for consulting on planning applications can be found here:

<http://planningguidance.planningportal.gov.uk/blog/guidance/consultation-and-pre-decision-matters/>

3.15 Applications – How Will We Consult

- 3.16 In publicising planning applications it is not only necessary for the Council to meet its statutory obligations but to strike a balance between considerations of cost, speed of decision making and providing appropriate opportunity for comment.

- 3.17 A weekly list of all valid planning applications received by the Planning Service is published on the Council's website and is sent to all Elected Members. This can be viewed at:

<http://public.tameside.gov.uk/plan/f422planapp.asp>

- 3.18 Consultees are able to download electronic documents, plans and reports from the Council's website in respect of the relevant application for inspection from the same link given above. Computers are available at the Council's Libraries for website access. Interested parties can also check the progress of an application via the same web pages.

- 3.19 Once a valid application has been received the Council's arrangements for publicity and notification will never be less than the statutory minimum set out in the Development Management Procedure Order 2015 (and its amendments), shown by hatching in table 2 below.

Type of Development	Site Notice	Site Notice or Neighbour Notification Letter	Press advertisement	Website
Applications for major development as defined in Article 2 of the Development Management Procedure Order	✓			
Applications subject to Environmental Impact Assessment which are accompanied by an environmental statement				
Applications which do not accord with the development plan.		✓		
Applications which would affect a right of way to which Part 3 of the Wildlife and Countryside Act 1981 applies.				
Applications for planning permission not covered in the entries above (e.g. Non major development)				
Applications for listed building consent where works to the exterior of the building are proposed.		✓		
Applications to vary or discharge conditions attached to a listed building consent or conservation area consent or involving exterior works to a listed building.		✓		

Table 2 - Statutory minimum and Tameside publicity requirements for planning and heritage applications. (Note: Environmental Impact Assessment guidance sets out further publicity and consultation requirements for applications where this is relevant).

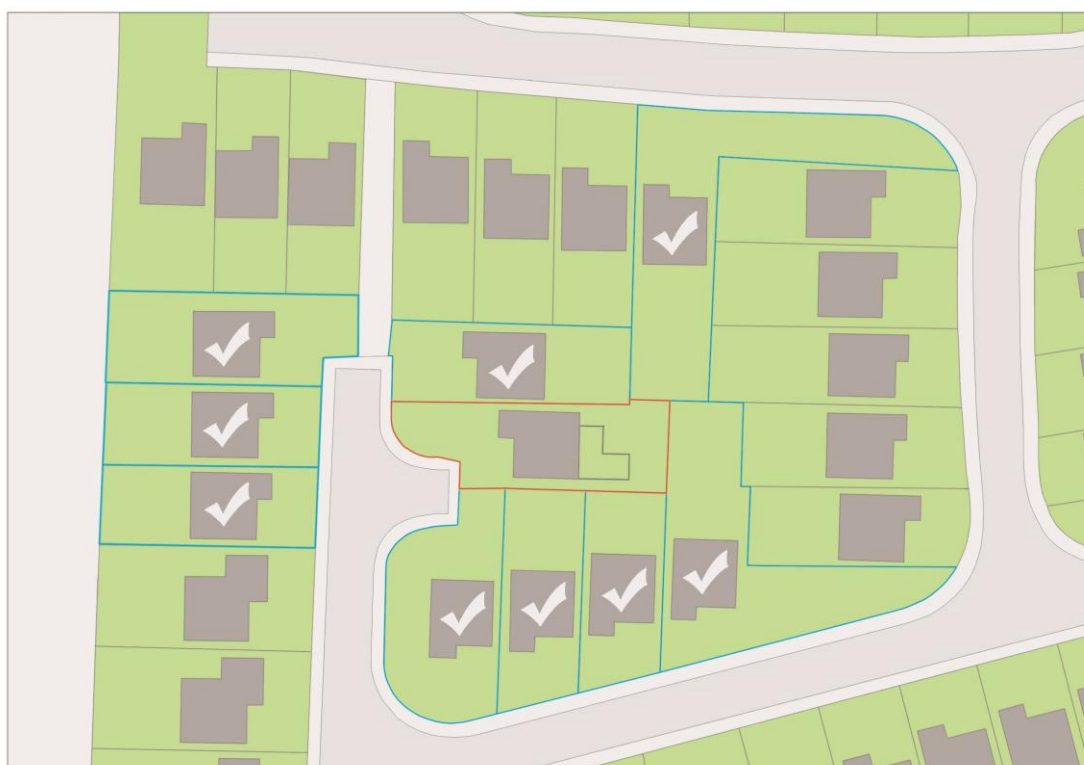
Community involvement in the development management process may require general publicity with the wider community and also more targeted consultation where it is considered a proposed development could have an impact on an individual or set of individuals neighbouring the application site. The Council will, in addition, publicise proposals as shown in Table 2 indicated by ticks, which exceeds the statutory minimum requirements.

- 3.20 The Council's principle method of contact will be by a standard letter. The letter gives an address or location description of the application site, brief details of the proposal, where further details of the proposal can be inspected and when comments should be made by.
- 3.21 In respect of every valid planning application Neighbour Notification letters will be sent to adjacent properties sharing a boundary with the application site as depicted

below in figure 1. This will also include properties separated from the application site by the public highway.

- 3.22 Where schemes affect the application site frontage and/or have a significant impact on the street scene, Neighbour Notification letters may be sent to additional properties at the discretion of the case officer. As highlighted in Table 2 in the case of major planning applications the Council will additionally consult through the use of at least one site notice.

Figure 1 - Consultation of adjoining properties, meaning any property which shares a boundary with the application site.



- 3.24 During the consultation period, representations to the Local Planning Authority should raise material planning considerations to carry any weight in the determination of the application (material considerations are genuine planning considerations). The considerations must also fairly and reasonably relate to the application concerned.
- 3.25 Representations must be made in writing or by email giving the name and address of the respondent. Verbal representations cannot be considered in the determination of an application. Representations cannot be made in confidence, they become part of the publicly viewable planning file, including by the applicant.
- 3.26 Any representations received which refer to material planning considerations either for or against the proposed development will be considered.
- 3.27 Applications – When will they be involved?**

- 3.28 Once an application is considered to be valid, the Council will contact consultees allowing 21 days from the date of the communication for comments to be made in writing. If material (significant) amendments to plans or other details are received during the course of processing the application, the persons notified and/or those who have commented on the application thus far will be re-notified and given a further period of at least 14 days to make any representations.
- 3.29 In dealing with non-material amendments for minor alterations to applications during the course of processing the application then no further notification will be sent out.
- 3.30 The Council will not as a matter of course reply to or acknowledge representations made, but will not determine a planning application until the public consultation period relevant to the application has expired.

3.31 Decision Making

- 3.32 Most planning applications are decided by the Assistant Executive Director for Development Growth and Investment, who is afforded delegated powers as part of the Council's Constitution. The Council's Speakers Panel (Planning) and on occasion Strategic Capital Panel, which consists of Elected Members are able make decisions about applications which cannot be determined through the scheme of delegated powers. The dates, times and locations of Council meetings can be found on its website.
- 3.33 In the case of non-householder applications, members of the public are entitled to request the opportunity to address the Speakers Panel (Planning) before a decision is made. Requests to speak should be made in writing to the Head of Planning within 21 days of receiving a neighbour notification letter. The applicant will also be given the opportunity to speak. Only one person from either side is allowed to speak, each for a maximum of five minutes. It is also possible for a member of the public to ask a local Councillor to speak on their behalf. Householder applications will only be determined by the Speakers Panel where a written requested is made by a Ward Councillor.

4.0 Resources

- 4.1 Community involvement has resource implications but the Council nonetheless recognises that investing in it can help minimise future costs by avoiding as far as possible the need for a lengthy and controversial Local Plan examination process.
- 4.2 The level of community involvement for both Local Plan preparation and Development Management related work that is identified in this SCI is considered to be realistic and is sufficiently targeted to enable the Council to achieve its requirements for community involvement, as set out in this SCI, can largely be met through existing internal staffing resources.
- 4.3 There may however be specific circumstances in which the Council will need to consider assigning additional resources to cover the costs of further assistance. Additionally, officers will continue to work closely with colleagues and partner organisations to adopt a positive approach to involving external groups and individuals and will utilise existing networks linked to other Council plans and strategies.

5.0 Monitoring and Review

- 5.1 The SCI has and will continually be reviewed in the future. The continuing aim is to learn from experience and to find ways to improve upon the arrangements and processes set out. The Authority's Monitoring Report is used to feedback and monitor the consultation process and the success of the SCI.

- 5.2 The Council will continue to evaluate its consultation processes in terms of resources used and responses received. The Council will also assess the effectiveness of various community involvement techniques used in order to review the appropriateness of the methods and procedures used. Significant amendments required as a result of any future changes will manifest in revision of the SCI in line with the procedures used in the preparation of this SCI or as required by any changes to national legislation or regulation.

Appendix 1 – Consultees

Please note the below lists are not exhaustive and the Council will apply its discretion where appropriate particularly in relation to successor bodies where reorganisations occur.

Duty to Cooperate Bodies:

- Civil Aviation Authority;
- Environment Agency;
- Historic England;
- Homes and Communities Agency;
- The Marine Management Organisation;
- Natural England;
- Office of Rail Regulation;
- Tameside and Glossop Clinical Commissioning Group;
- Tameside Local Highways Authority;
- Transport for Greater Manchester; and
- Highways England.

Above is a list of the relevant agencies that are to be engaged in addition to any neighbouring local planning authority or other local planning authorities with which there is a cross boundary matter.

- Local Enterprise Partnerships
- Local Nature Partnerships

The above two bodies are not subject to the requirements of the duty. However local planning authorities that are subject to the duty must cooperate with them and have regard to their activities when preparing Local Plans, provided their activities are relevant.

Specific Consultation Bodies

The following will be consulted in accordance with the Planning and Compulsory Purchase Act and the Town and Country Planning (Local Planning)(England) Regulations 2012 and subsequent amendments. Sustainability Appraisal, Strategic Environmental Assessment and Habitats Regulations Assessment legislation refers to the Statutory Consultees who are shown in bold in the list below:

- **Environment Agency;**
- **Historic England;**
- **Natural England;**
- Oldham Council;
- Stockport Metropolitan Borough Council;
- Manchester City Council;

- High Peak Borough Council;
- Derbyshire County Council;
- Mossley Town Council;
- Greater Manchester Police Authority;
- Greater Manchester Police and Crime Commissioner;
- Derbyshire Police and Crime Commissioner;
- Highways England;
- Homes and Communities Agency;
- Network Rail Infrastructure Limited;
- Peak District National Park Authority;
- Tameside and Glossop Clinical Commissioning Group;
- The Coal Authority;
- The Marine Management Organisation;
- Tintwistle Parish Council;
- Charlesworth Parish Council;
- Chisworth Parish Council;
- Saddleworth Parish Council.
- Relevant electricity and gas companies;
- Relevant sewerage undertakers (e.g. United Utilities);
- Relevant water undertakers (e.g. United Utilities);
- Relevant telecommunications companies; and
- Manchester Airport³

General Consultation Bodies

The following are defined as general consultation bodies and will be consulted, as appropriate, in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012:

- Voluntary bodies some or all of whose activities benefit any part of the local planning authority's area
- Bodies which represent the interest of different racial, ethnic or national groups in the local planning authority's area
- Bodies which represent the interests of different religious groups in the local planning authority's area
- Bodies which represent the interest of disabled persons in the local planning authority's area
- Bodies which represent the interest of persons carrying on business in the local planning authority's area

Other Consultees

³ Town and Country Planning (Local Planning)(England) Regulations 2012 stipulate who are specific consultation bodies, this does not include Manchester Airport, they are however included here due to their sub regional role.

To ensure robust consultation and enable early engagement in the planning document production process the Council will continue to consider the need to consult, where appropriate, with those it has historically consulted including with a wide variety of groups and individuals to those included on the existing Local Plan database of contacts.

Appendix 2 – Glossary

AGMA

Association of Greater Manchester Authorities

The Association of Greater Manchester Authorities acts as the voice of the ten local authorities of Greater Manchester and works in partnership with a wide range of organisations including private, public and voluntary within the city-region and beyond.

AMR

Authority's Monitoring Reports

Authority's Monitoring Reports set out the effectiveness of plans adopted by monitoring progress made across a number of social, economic and environmental indicators split in to topic based areas that affect the Borough.

DPD

Development Plan Document

Development Plan Documents are those which have been subject to independent testing, contain policy content and collectively DPD comprise the boroughs planning framework.

GMCA

Greater Manchester Combined Authority

The ten authorities in Greater Manchester are the first in the country to develop a statutory Combined Authority which will co-ordinate key economic development, regeneration and transport functions.

GMSF

Greater Manchester Spatial Framework

The Greater Manchester Spatial Framework will be a planning document covering the 10 local planning authorities across Greater Manchester. The spatial framework will principally identify future housing and employment land requirements for the sub region, and the required associated infrastructure as well as broad opportunity areas for growth.

HRA

Habitats Regulations Assessment

A Habitats Regulations Assessment involves assessment of strategic policy and potential allocated sites for potential impact upon European designated nature sites.

LDD

Local Development Document

Local Development Documents collectively comprise Development Plan Documents (DPDs) that have been subject to independent testing and Supplementary Planning Documents (SPDs) which are not subject to independent testing.

LDS

Local Development Scheme

The Local Development Scheme is the project plan or timetable which sets out which planning documents the Local Authority will look to prepare when.

NPPF

National Planning Policy Framework

The National Planning Policy Framework is a statement of the Government's national planning policy which acts as guidance for local planning authorities and decision-takers, both in drawing up plans and making decisions about planning applications.

NPPG

National Planning Practice Guidance

The National Planning Practice Guidance sits alongside the NPPF and provides technical guidance on its application.

SA

Sustainability Appraisal

Sustainability appraisal is an assessment process used to appraise the social, environmental and economic effects of the strategies and policies proposed in planning documents. Its purpose is to enhance the positive effects of policies whilst minimising any potentially adverse impacts.

SCI

Statement of Community Involvement

The Statement of Community involvement sets out how Tameside will involve people in preparing and revising local planning documents and making decisions on planning applications.

SPD

Supplementary Planning Document

A Local Development Document that has not been subject to independent testing. SPD were formerly known as Supplementary Planning Guidance (SPG).

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Statement of Community Involvement Consultation Responses

As part of the Local Plan process, Tameside Council is required to prepare a Statement of Community Involvement (SCI). The role of the SCI is to set out how the Council will involve the community in the preparation of future planning policy documents, as well as in the planning application process. The current SCI was adopted in 2006 and the Council produced a revised Consultation Draft Statement of Community Involvement during summer 2016 which will replace this to reflect changing circumstances. This includes changes to Regulations that guide Local Plan preparation and the decision to engage in production of a joint plan for Greater Manchester, the Greater Manchester Spatial Framework (GMSF).

The SCI has therefore been updated to set out how consultation and community involvement will take place in respect of the Tameside Local Plan and the GMSF. As a statement of how the Council is proposing to engage communities and stakeholders in the planning process the Council felt it was important to consult on the draft SCI. As such the Council undertook a 4 week period of consultation on the Consultation Draft Statement of Community Involvement between Friday 1 July and Friday 29 July 2016.

A wide range of stakeholders were consulted including landowners, developers, key agencies, service providers, individuals and other interested parties. A public notice was displayed in the 30 June 2016 issue of the Reporter Newspaper alongside the issue of a general press release. The Consultation Draft SCI was made available for inspection on the Councils website, at local libraries and its customer service centre. Comments were invited in writing no later than Friday 29 July by either post, email or as part of the Councils Big Conversation portal.

During the consultation period the Council received **11** consultation responses from the following:

1. Mr Eddy
2. Historic England
3. Health and Safety Executive
4. Tameside Council Sustainable Travel Officer
5. Canal and River Trust
6. Natural England
7. Manchester Airport
8. Ms C Donnelly
9. Ms M Downs
10. Ms Masud
11. Mr McCormack

Comments received on the Consultation Draft SCI have been considered and revisions made where considered appropriate as detailed below.

No.	From	Precis of Comments	Council Response
1	Mr Eddy	The Consultation Draft Statement of Community Involvement contains a large number of acronyms. Why not mark it up with an explanation of what each one stands for?	The Council welcomes the comments received from Mr Eddy and will amend the SCI through the introduction of a glossary at Appendix 2.
2	Historic England	<p>Historic England is the Governments statutory adviser on all matters relating to the historic environment in England... ..We champion and protect England's historic places, providing advice to local planning authorities, developer's owners and communities to help ensure our historic environment is properly understood, enjoyed and cared for.</p> <p>Historic England do not have any comments to make on the Statement of Community Involvement.</p>	The Council welcomes the comments received from Historic England.
3	Health and Safety Executive	<p>Thank you for your request to provide a representation the Statement of Community Involvement consultation document. When consulted on land use planning matters, HSE where possible will make representations to ensure that compatible development within the consultation zones of major hazard establishments and major accident hazard pipelines is achieved.</p> <p>We have concluded that we have no representation to make at this stage of your local planning process. This is because there is insufficient information in the consultation document on the location and use class of sites that could be developed.</p> <p>HSE acknowledges that early consultation can be an effective way of alleviating problems due to incompatible development at the later stages of the planning process, and that we may be able to provide advice on development compatibility as your plan progresses. Therefore we would like to be consulted further on local plan documents where detailed land allocations and use</p>	The Council welcomes the comments received from the Health and Safety Executive and looks forward to working with them in the future.

		class proposals are made; eg. site specific allocations of land in development planning documents.	
4	Tameside Council Sustainable Travel Officer	<p>Thank you for the opportunity to provide comment on the Tameside Statement of Community Involvement.</p> <p>Where an application affects a public right of way or its setting, this should be picked up during initial investigation by Planning Officers and that the public rights of way organisations are consulted along with the Sustainable Travel Officer. A similar scenario should apply to any cycle lanes / tracks in the borough.</p>	The Council welcomes the comments received from the Sustainable Travel Officer and will continue to ensure effective engagement through pre application discussions and during the course of processing applications, consulting with not only statutory bodies but also a significant number of other non-statutory bodies in appropriate circumstances as detailed within the SCI.
5	Canal and River Trust	<p>Thank you for your recent consultation in respect of the above mentioned draft Statement of Community Involvement.</p> <p>In general terms the draft SCI is welcomed and supported, clearly describing the consultation and engagement processes to be used by the Council in the preparation of planning policy and in determining planning applications and signposting how to engage with process.</p> <p>Pre-application discussions Reference to the Council involving 'other interested parties where their knowledge or expertise could assist with discussions' is welcomed.</p> <p>The Trust is keen to encourage pre-application consultation from applicants and local planning authorities on proposals likely to affect inland waterways that we own or manage, particularly where proposals are likely to have a significant impact on the waterway.</p> <p>The Trust would welcome the opportunity to work with you in respect of pre-application consultations for development within the</p>	<p>The Council welcomes the comments from the Canal and River Trust, looks forward to working with them in the future and notes the useful content of the material provided via the web link.</p> <p>The Council further welcomes the comments in relation to Neighbourhood Planning and will add at paragraph 2.50 that it will 'take a pragmatic approach to assisting established groups' in relation to public consultation.</p>

		<p>Trusts defined notifiable area where development is likely to impact upon the Trust's assets, or that applicants to be encouraged to discuss their proposals directly with the Trust where appropriate. (see attached link to the relevant part of the Trusts website:</p> <p>https://canalrivertrust.org.uk/about-us/planning-and-design/the-trust-as-a-statutory-consultee-for-planning-applications/pre-application-consultations</p> <p>Consultation on Neighbourhood Plans Comments relating to consultation on Neighbourhood Plans are noted.</p> <p>It would perhaps be helpful if the Council could undertake to advise Neighbourhood Planning Groups about to start work on neighbourhood plans of known interest groups who may wish to be consulted on the production of their plan.</p>	
6	Natural England	<p>Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development.</p> <p>We are supportive of the principle of meaningful and early engagement of the general community, community organisation and statutory bodies in local planning matters, both in terms of shaping policy and participating in the process of determining planning applications</p> <p>However we have no specific comments to make on this consultation.</p>	The Council welcomes the comments from Natural England and looks forward to working with them in the future.
7	Manchester Airport	We are supportive of the general approach to consultation set out in the document and the intention to encourage greater community	The Council welcomes the comments from Manchester Airport, looks forward to working

		<p>involvement in the planning process</p> <p>However, we would request that Manchester Airport is listed as a specific consultation body within the SCI at Appendix 1.</p> <p>Tameside is well placed to both assist and benefit from the Airports role as a major transport and economic hub. It is therefore important for Manchester Airport to be involved in the consultation process when you are preparing planning documents. This will allow appropriate consideration of how the Airport impacts upon the borough and ensure that a suitable policy framework is put in place to enable Tameside to benefit from and contribute to the economic advantages and transport facilities that Manchester Airport brings to the region.</p> <p>Manchester Airport also has an influential role in the development management process due to our aerodrome safeguarding procedures and role as acting Aerodrome Safeguarding Authority. Manchester Airport is officially safeguarded to ensure that the safe operation of aircraft and future development potential is not compromised in any way by potentially hazardous development and activity at or in the vicinity of the airport.</p> <p>Tameside is located within Manchester Airport's safeguarded area and the LPA must therefore consult Manchester Airport as statutory consultee on any application that falls within the remit of Circular 1/2003 and criteria indicated on the safeguarding map. Specifically this includes; all buildings, structures, erections or works exceeding 90m in height in most areas of the Borough, and all applications for wind turbines in all areas of the Borough.</p>	<p>with them in the future and notes the requirements of planning application consultation.</p> <p>The Council notes the request to list the Airport as a Specific Consultation body. Specific consultation bodies however are those prescribed through The Town and Country Planning (Local Planning) (England) Regulations 2012.</p> <p>The Council however recognises the regional importance of the Airport and will add at Appendix 1 Manchester Airport on as a discretionary Specific Consultation body.</p> <p>It should be noted the airport already exist as a local plan consultation contact on the Local Plan consultation database.</p>
8	Ms C Donnelly Dukinfield	<p>Decision making section 3.32.</p> <p>Is there not a possible conflict of interest when the Assistant</p>	<p>The Council welcomes the comments from Ms Donnelly.</p>

		Executive Director for Development Growth and Investment is currently (and for the next 3 years) responsible for decision making in disposals (including Protected Green Spaces being offered for sale with indicative planning suggestions) also being responsible for planning decisions on these same Open Spaces?	The Statement of Community Involvement deals specifically with how the Council as the Local Planning Authority will involve people and organisations in both the plan making and decision taking process and is therefore not able to deal with this matter.
9	Ms M Downs Denton	<p>We feel that the council didn't make the general public aware of the consultation and most people who attended a consultation meeting about the proposed development of Two Trees were then made aware of it. The little information that was forwarded to people only went to a few and not to the whole of the community.</p> <p>We feel the proposals in make planning applications more transparent can only be a good thing, however, when the need to consult with the community, the council should have more of a say on how developers should consul to ensure that the maximum number of residents, business etc are reached and given the opportunity to have their say.</p> <p>When planning applications are being considered, that the infrastructure of an area is properly taken into consideration, for example, schools, the possibility of increased traffic, doctors, dentists. Any further monitoring regarding the possible impact on a community, for example traffic, then the monitoring should be done at the busiest times and not a normally quiet or weekends to take into account the rush hour times.</p>	<p>The Council welcomes the comments from Ms Downs.</p> <p>The Council publicised the consultation draft SCI via a number of methods, including press release, press notice, on its website and through hard copy documents at Council Libraries and Customer Service centre. In addition direct email or letters were sent to individuals and organisations who have either previously commented on planning policy documents or have asked to be notified via the Councils website. Anyone is able to register to receive such communication via the following link:</p> <p>http://www.tameside.gov.uk/planning/ldf/sci</p> <p>The council will take a pragmatic approach in encouraging developers to undertake meaningful community engagement where appropriate, prior to the submission of their planning application as detailed within the SCI.</p> <p>The Statement of Community Involvement</p>

			deals specifically with how the Council as the Local Planning Authority will involve people and organisations in both the plan making and decision taking process and is therefore not able to deal with specific matters of planning applications.
10	Ms Masud Hyde	I think all is good and well.	The Council welcomes the comments from Ms Masud.
11	Mr McCormack Denton	Information has not really been forthcoming as stated in the Statement. Information has been poor from Tameside, hence the formation of Dane Bank Green Space. Educate the Councillors. Conflict of interest exists.	The Council welcomes the comments from Mr McCormack. The Statement of Community Involvement seeks to ensure that how and when the Council as the Local Planning Authority will involve members of the public in the planning process is clear and is therefore not able to deal with specific matters of planning applications.

Post Consultation amendments

A number of minor grammatical amendments have been made to the SCI alongside the below change to the SCI following public consultation, prior to adoption for reasons of clarity:

Amendment	Reason
Text added at paragraph 2.48 "comments received during consultation periods on DPD's and SPD's should be made in writing and must include the name and address of the respondent, they cannot be treated in confidence and will be available for public inspection.	To be clear about how representations are expected to be made in relation planning policy documents and how they will be treated once submitted.

A number of other responses were received during the consultation period however either the representation did not relate to the consultation being undertaken or was a request to be notified about future planning policy consultations. These representations have therefore not been included in the above schedule of responses.

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APPENDIX 3

Tameside Council Equality Impact Assessment Form

Subject / Title	Tameside Statement of Community Involvement
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Service Unit	Service Area	Directorate
Planning Policy	Development, Growth and Investment	Place

Start Date	Completion Date
02/06/2016	

Lead Officer	Peter Taylor Planning Policy Team Leader
Service Unit Manager	Paul Moore Head of Planning
Assistant Executive Director	Damien Bourke AED Development, Growth and Investment

EIA Group (lead contact first)	Job title	Service
Peter Taylor	Planning Policy Team Leader	Planning Policy
Simon Pateman	Senior Planning Officer	Planning Policy
Graham Holland	Planning Officer	Planning Policy
Jody Stewart	Policy, Research and Improvement Manager	Policy and Communications

PART 1 – INITIAL SCREENING

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

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

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

APPENDIX 3

Tameside Council Equality Impact Assessment Form

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

1a.	What is the project, policy or proposal?	The Council is in the process of revising its adopted Statement of Community Involvement. Consultation on a draft SCI document ran 1 st July to 29 th July. The EIA covers the SCI document for adoption. More detail regarding the consultation process on the draft SCI is given below and in the summary provided in part 2.
1b.	What are the main aims of the project, policy or proposal?	The Statement of Community Involvement (SCI) is an update on the current version adopted in 2006. The revised version of the SCI takes into account changes to the regulations guiding plan making and decision taking on planning applications. The SCI sets out how the Council will engage in community involvement in relation to all areas of planning that need consultation.

<p>1c. Will the project, policy or proposal have either a direct or indirect impact on any groups of people with protected equality characteristics?</p> <p>Where a direct or indirect impact will occur as a result of the policy, project or proposal, please explain why and how that group of people will be affected.</p>				
Protected Characteristic	Direct Impact	Indirect Impact	Little / No Impact	Explanation
Age		X		<p>The SCI is expected ensure that elderly people will have equal opportunity to be involved in the preparation of planning policy documents or decisions on planning applications to ensure views can be fully considered through open consultation.</p> <p>Where appropriate through the production of planning policy documents, specific efforts will be made to engage such groups via a range of consultation</p>

APPENDIX 3

Tameside Council Equality Impact Assessment Form

				<p>methods and organisation detailed below.</p> <p>Range of potential consultation methods:</p> <ul style="list-style-type: none"> • Direct letter or email to Local Plan database contacts; • Press notice; • Press release; • Website content; • Use of the Council's 'Big Consultation' web portal; and • Deposit of documents at libraries and the customer contact centre. <p>The SCI sets out how the Council will consult on planning policy documents and planning applications. A wide range of techniques will be engaged to ensure that all elements of the Tameside community are informed and consulted with. For example, specific contacts included on the Local Plan Consultation Database include:</p> <ul style="list-style-type: none"> • Age UK; • Age UK Tameside; • Community Volunteer Action Tameside (CVAT); and • Borough wide Community and Residents Associations.
Disability		X		<p>The SCI is expected ensure that disabled people will have equal opportunity to be involved in the preparation of planning policy documents or decisions on planning applications to ensure views can be fully considered through open consultation.</p> <p>Where appropriate through the production of planning policy documents,</p>

APPENDIX 3

Tameside Council Equality Impact Assessment Form

				<p>specific efforts will be made to engage such groups via a range of consultation methods and organisation detailed below.</p> <p>Range of potential consultation methods:</p> <ul style="list-style-type: none"> • Direct letter or email to Local Plan database contacts; • Press notice; • Press release; • Website content; • Use of the Council’s ‘Big Consultation’ web portal; and • Deposit of documents at libraries and the customer contact centre. <p>The SCI sets out how the Council will consult on planning policy documents and planning applications. A wide range of techniques will be engaged to ensure that all elements of the Tameside community are informed and consulted with. For example, specific contacts included on the Local Plan Consultation Database include:</p> <ul style="list-style-type: none"> • The Disabled Persons Transport Advisory Committee; • Tameside Deaf Association; • Tameside Sight; • Community Volunteer Action Tameside (CVAT); • Greater Manchester Coalition of Disabled People; and • Borough wide Community and Residents Associations.
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Ethnicity		X		<p>The SCI is expected ensure that people of different ethnicities will have equal opportunity to be involved in the preparation of planning policy documents or decisions on planning applications to ensure views can be fully considered through open consultation.</p> <p>Where appropriate through the production of planning policy documents, specific efforts will be made to engage such groups via a range of consultation methods and organisation detailed below.</p> <p>Range of potential consultation methods:</p> <ul style="list-style-type: none"> • Direct letter or email to Local Plan database contacts; • Press notice; • Press release; • Website content; • Use of the Council’s ‘Big Consultation’ web portal; and • Deposit of documents at libraries and the customer contact centre. <p>The SCI sets out how the Council will consult on planning policy documents and planning applications. A wide range of techniques will be engaged to ensure that all elements of the Tameside community are informed and consulted with. For example, specific contacts included on the Local Plan Consultation Database include:</p> <ul style="list-style-type: none"> • Association of Ukrainians; • Shree Bharatiya Mandal (Indian Association); • Bangladesh Welfare Association;
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				<ul style="list-style-type: none"> • Tameside Racial Equality Council Ltd; • Tameside African Refugee Association (TARA); • Traveller Law Reform Project; • The Gypsy Council for Education, Culture, Welfare & Civil Rights; • The National Federation of Gypsy Liaison Groups; • The Gypsy Council (Romani Kris); • Community Volunteer Action Tameside (CVAT); • UK Association of Gypsy Women; • Community Volunteer Action Tameside (CVAT); and • Borough wide Community and Residents Associations.
Sex / Gender		X		The SCI is expected ensure that people regardless of their sex/gender will have equal opportunity to be involved in the preparation of planning policy documents or decisions on planning applications to ensure views can be fully considered through open consultation.
Religion or Belief		X		<p>The SCI is expected ensure that people regardless of different religions or beliefs will have equal opportunity to be involved in the preparation of planning policy documents or decisions on planning applications to ensure views can be fully considered through open consultation.</p> <p>Where appropriate through the production of planning policy documents, specific efforts will be made to engage</p>

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				<p>such groups via a range of consultation methods and organisation detailed below.</p> <p>Range of potential consultation methods:</p> <ul style="list-style-type: none"> • Direct letter or email to Local Plan database contacts; • Press notice; • Press release; • Website content; • Use of the Council’s ‘Big Consultation’ web portal; and • Deposit of documents at libraries and the customer contact centre. <p>The SCI sets out how the Council will consult on planning policy documents and planning applications. A wide range of techniques will be engaged to ensure that all elements of the Tameside community are informed and consulted with. For example, specific contacts included on the Local Plan Consultation Database include:</p> <ul style="list-style-type: none"> • Denton Council of Churches; • Muslim Welfare Society (Tameside); • Catholic Women’s League (Ashton); • Community Volunteer Action Tameside (CVAT); and • The Church of England National Offices.
Sexual Orientation		X		The SCI is expected ensure that people of different sexual orientation will have equal opportunity to be involved in the preparation of planning policy documents

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				<p>or decisions on planning applications to ensure views can be fully considered through open consultation.</p> <p>Where appropriate through the production of planning policy documents, specific efforts will be made to engage such groups via a range of consultation methods and organisation.</p>
Gender Reassignment		X		<p>The SCI is expected ensure that gender reassigned people will have equal opportunity to be involved in the preparation of planning policy documents or decisions on planning applications to ensure views can be fully considered through open consultation.</p> <p>Where appropriate through the production of planning policy documents, specific efforts will be made to engage such groups via a range of consultation methods and organisation.</p>
Pregnancy & Maternity		X		<p>The SCI is expected ensure that pregnant women and those on maternity will have equal opportunity to be involved in the preparation of planning policy documents or decisions on planning applications to ensure views can be fully considered through open consultation.</p> <p>Where appropriate through the production of planning policy documents, specific efforts will be made to engage such groups via a range of consultation methods and organisation.</p>
Marriage & Civil Partnership		X		<p>The SCI is expected ensure that people who are married or in a civil partnership will have equal opportunity to be involved in the preparation of planning policy documents or decisions on planning applications to ensure views can be fully</p>

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				<p>considered through open consultation.</p> <p>Where appropriate through the production of planning policy documents, specific efforts will be made to engage such groups via a range of consultation methods and organisation.</p>
Are there any other groups who you feel may be impacted, directly or indirectly, by this project, policy or proposal? (e.g. carers, vulnerable residents, isolated residents)				
Group (please state)	Direct Impact	Indirect Impact	Little / No Impact	Explanation
No	<u>n/a</u>	<u>n/a</u>	<u>n/a</u>	<p>Anyone who makes themselves known to the Local Planning Authority can be added to the Local Plan Consultation Database. Alternatively they can submit contact details through the Council's website that will be added to the Local Plan Consultation Database.</p> <p>Additionally any person is able to make representation on a planning application or during the development of planning policy documents should they wish as detailed within the SCI.</p>

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

1d.	Does the project, policy or proposal require a full EIA?	Yes	No
		X	
1e.	What are your reasons for the decision made at 1d?	<p>The initial screening highlights the potential for indirect impact upon the protected characteristic groups if the SCI were not prepared in such a way that it allows for equal opportunity to involved in the planning process. It is therefore prudent to undertake a full EIA in part 2 below to explore of the implementation of the SCI will ensure consultation is undertaken appropriately.</p>	

If a full EIA is required please progress to Part 2.

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PART 2 – FULL EQUALITY IMPACT ASSESSMENT

2a. Summary

Consultation in the planning process is vital as it can bring significant benefits by:

- Strengthening the evidence base for plan making and decision taking;
- Ensuring community commitment to the future development of an area;
- Promoting regeneration and investment; and
- Increasing ownership and strengthening delivery.

The current Statement of Community Involvement (SCI) was adopted and published in 2006 in order to comply with the requirements of the Planning and Compulsory Purchase Act 2004.

Since that version of the SCI was published there have been a considerable number of changes to planning legislation that have altered the way in which consultation on plan making should be undertaken:

- The Conservation of Habitats and Species Regulations 2010
- Town and Country Planning (Local Planning) Regulations 2012
- National Planning Practice Guidance 2014
- Town and Country Planning Development Management Procedure Order 2015

It is timely that a revision of the SCI is undertaken because it needs to reflect the up-to-date approach which is needed for consultation on both the Tameside Local Plan and the Greater Manchester Spatial Framework (GMSF). The objective of the revised SCI is to provide clear and concise guidance on how, who and when consultation will take place on these planning matters.

Consultation on the draft SCI involved the Council's standard consultation approach to ensure all, including those falling within protected characteristic groups have an opportunity to respond between Friday 1 June and Friday 29 July 2016. This was achieved by using such methods of consultation as being hosted on the Big Conversation to ensure access for all. Responses could also be directly e-mailed or provided in writing, hard copies were available at all library / customer service centre and can also be downloaded electronically from the Councils website.

2b. Issues to Consider

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The SCI sets out a commitment to consult and engage with residents and stakeholders in relation to planning policy documents and planning applications via a range of methods. It is important to ensure that any protected characteristic groups are able to fully engage with any consultation.

The following groups, are included on the Councils Local Plan Consultation Database and when appropriate will be consulted on any relevant policy documents:

Age

- Age UK;
- Age UK Tameside;
- Community Volunteer Action Tameside (CVAT); and
- Borough wide Community and Residents Associations.

Disability

- The Disabled Persons Transport Advisory Committee;
- Tameside Deaf Association;
- Tameside Sight;
- Community Volunteer Action Tameside (CVAT);
- Greater Manchester Coalition of Disabled People; and
- Borough wide Community and Residents Associations.

Ethnicity

- Association of Ukrainians;
- Shree Bharatiya Mandal (Indian Association);
- Bangladesh Welfare Association;
- Tameside Racial Equality Council Ltd;
- Tameside African Refugee Association (TARA);
- Traveller Law Reform Project;
- The Gypsy Council for Education, Culture, Welfare & Civil Rights;
- The National Federation of Gypsy Liaison Groups;
- The Gypsy Council (Romani Kris);
- Community Volunteer Action Tameside (CVAT);
- UK Association of Gypsy Women;
- Community Volunteer Action Tameside (CVAT); and
- Borough wide Community and Residents Associations.

Religion or Belief

- Denton Council of Churches;
- Muslim Welfare Society (Tameside);

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- Catholic Women's League (Ashton);
- Community Volunteer Action Tameside (CVAT); and
- The Church of England National Offices.

The Local Plan consultation database will be continually updated to ensure the above list is reflective of current circumstances and ensure bodies which are connected to protected characteristic groups are included.

The SCI also sets out how the Council will consult on all valid Planning applications, where in the case of all valid application the Council will always consult with neighbouring properties by notification letter. In addition a weekly list of planning applications is available to view via the Councils website where the supporting documentation associated with an application can also be viewed.

The 4 week period of public consultation undertaken between 1 July and 29 July 2016 allowed for representation to be made by any interested party on the Consultation Draft SCI. Representations made have been considered and where appropriate amendments made to the SCI, this for instance has resulted in the introduction of a glossary. Amendments made are considered in the schedule of consultation responses.

2c. Impact

Introduction of the SCI will have a positive impact as it will ensure wide reaching engagement and consultation on future planning policy documents and planning applications. This will help to ensure the needs of all protected characteristic groups are considered.

2d. Mitigations *(Where you have identified an impact, what can be done to reduce or mitigate the impact?)*

As detailed above the SCI is only positive in ensuring there is clarity about, who and when and how the Council will seek to involve in consulting on planning applications and preparing planning policy, mitigation measures are not considered to be necessary.

2e. Evidence Sources

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The current Statement of Community Involvement (SCI) was adopted and published in 2006 in order to comply with the requirements of the Planning and Compulsory Purchase Act 2004. The 2006 SCI having established how the Council currently consults on planning applications and planning policy documents form the basis for this review.

Since the 2006 version of the SCI was published there have been a considerable number of changes to planning legislation that have altered the way in which consultation on plan making should be undertaken:

- The Conservation of Habitats and Species Regulations 2010
- Town and Country Planning (Local Planning) Regulations 2012
- National Planning Practice Guidance 2014
- Town and Country Planning Development Management Procedure Order 2015

It is therefore timely that a revision of the SCI is undertaken because it needs to reflect the up-to-date approach which is needed for consultation on both the Tameside Local Plan and the Greater Manchester Spatial Framework (GMSF). The objective of the revised SCI is to provide clear and concise guidance on how, who and when consultation will take place on these planning matters.

The 4 week period of public consultation undertaken between 1 July and 29 July 2016 allowed for representation to be made by any interested party on the Consultation Draft SCI. Representations made have been considered and where appropriate amendments made to the SCI, this for instance has resulted in the introduction of a glossary. Amendments made are considered in the schedule of consultation responses.

2f. Monitoring progress		
Issue / Action	Lead officer	Timescale
Ensure Local Plan Consultation Database is kept updated.	Peter Taylor	Ongoing
Ensure Development Management are abreast of any legislative changes concerning when to consult statutory consultees.	Jason Dugdale	Ongoing

Signature of Service Unit Manager	Date
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Signature of Assistant Executive Director	Date

Agenda Item 9

Report to :	EXECUTIVE CABINET
Date :	24 August 2016
Executive Member / Reporting Officer:	Councillor John Taylor – Deputy Executive Leader Sandra Stewart – Executive Director (Governance, Resources and Pensions)
Subject :	HONOUR OUR FALLEN PLEDGE – STREET NAMING PROTOCOL & CRITERIA
Report Summary :	This report sets out the protocol and criteria to be followed for naming streets in honour of Tameside veterans under the Honour Our Fallen pledge (Tameside Pledges 2016)
Recommendations :	<p>It is recommended that Executive Board:</p> <ol style="list-style-type: none">1. Note the content of the report.2. Approve the proposed process, protocol and criteria to be followed when naming streets in Tameside under the Honour Our Fallen pledge.3. Agree the 'Honour Our Fallen Working Group' has responsibility for delivery of the pledge. <p>Subject to the agreement of Executive Board a report will be taken to Executive Cabinet on 31 August 2016.</p> <p>Following the meeting of Executive Cabinet the agreed process, protocol and criteria will then be used by the 'Honour our Fallen Working Group' and the lead services (Environmental Services and Stronger Communities) to deliver the Honour our Fallen pledge.</p>
Links to Community Strategy :	The Community Strategy and the Corporate Plan outline the priorities for improving the borough of Tameside. The Tameside Pledges 2016 form a key programme of work supporting the delivery of these priorities.
Financial Implications : (Authorised by the Section 151 Officer)	Any expenditure incurred to deliver this pledge will be met from existing budgets.
Legal Implications : (Authorised by the Borough Solicitor)	The Public Health Act 1925 requires developers to obtain the consent of the Council to the name of any street. The report sets out a process for providing a list of approved names which Developers may use which will assist in dealing with the process expediently and have confidence it will be acceptable to the Council and locality. Importantly, it will provide a fitting means to honour and remember those who lost their lives in the service of the country.
Risk Management :	Failure to deliver the Tameside Pledges 2016 as outlined to the public could risk reputational damage for the Council
Access to Information :	The background papers relating to this report can be inspected by contacting the report writer Simon Brunet:

 Telephone: 0161 342 3542

 e-mail: simon.brunet@tameside.gov.uk

1. BACKGROUND

- 1.1 The Tameside Pledges 2016 are a commitment to deliver work on a number of priority areas that have been identified as being of importance to Tameside residents. One of the 2016 Pledges is Honour Our Fallen.
- 1.2 The Honour Our Fallen pledge is a commitment to name new streets in Tameside after local Armed Forces service men and women who lost their lives serving their country. The ambition is to name all new streets constructed in Tameside between now and November 2018 after fallen service men or women.
- 1.3 This report provides the Executive Board with details of the proposed protocol and criteria to be followed when naming streets in Tameside in honour of our fallen veterans. The report is structured as follows:
- ‘Honour our Fallen Working Group’.
 - Process & protocol.
 - Criteria.
 - Format.
 - Recommendations.
 - Next steps.
- 1.4 The pledge is jointly led and delivered by Environmental Services and Stronger Communities.
- 1.5 The Tameside Armed Services Community (TASC) and the Royal British Legion will be engaged and consulted throughout the delivery of the pledge.

2. HONOUR OUR FALLEN WORKING GROUP

- 2.1 An ‘Honour our Fallen Working Group’ has been established to lead on the co-ordination of the pledge and to steer the work of the two responsible services – Environmental Services and Stronger Communities.
- 2.2 The following persons sit on the ‘Honour our Fallen Working Group’:
- | | |
|----------------------------|---|
| • Cllr John Taylor (Chair) | Deputy Executive Leader |
| • David Brown | Tameside Armed Services Community (TASC) |
| • Cllr Jim Fitzpatrick | First Deputy (Performance and Finance) |
| • Cllr Ged Cooney | Executive Member responsible for veterans |
| • Cllr Allison Gwynne | Executive Member responsible for highways |
| • Cllr Frank Travis | Assistant Executive Member responsible for veterans |
| • Ian Saxon | Assistant Executive Director – Environmental Services |
| • Jody Hawkins | Highways & Transport |
| • Emma Varnam | Assistant Executive Director – Stronger Communities |
| • Vanessa Rothwell | Stronger Communities |
- 2.3 The first meeting of the ‘Honour our Fallen Working Group’ took place on 1 August 2016 in shadow form to discuss the aims of the pledge and to undertake initial scoping as to how the pledge would be delivered.
- 2.4 Executive Board are asked to agree that the ‘Honour our Fallen Working Group’ has responsibility for the pledge – and ensures it is delivered on the basis of the process, protocol, criteria and format outlined in the following sections of this report.

3. PROCESS & PROTOCOL

- 3.1 It is proposed that the following process and protocol be adopted and followed when naming streets in Tameside under the Honour Our Fallen pledge.
- 3.2 Environmental Services (Highways & Transport) will be responsible for co-ordinating and facilitating the 'Honour our Fallen Working Group' who will work together to identify both veterans who streets can be named in honour of, and also relevant housing developments where street naming can take place. Environmental Services (Highways & Transport) will arrange regular meetings of the 'Honour our Fallen Working Group' to discuss potential names as new developments and roads are constructed.
- 3.3 Officers from Stronger Communities will be responsible for liaising with the public, the families of fallen service personnel and organisations who work closely with veterans to identify suitable candidates for the street naming process. Organisations will include the Tameside Armed Services Community (TASC) and the Royal British Legion.
- 3.4 Stronger Communities will maintain an ongoing list of candidates nominated through the different channels including nominations received by Elected Members from their local constituents.
- 3.5 Environmental Services (Highways & Transport) will be responsible for identifying Tameside housing developments which could potentially have streets named in honour of local fallen veterans and liaise with developers accordingly.
- 3.6 It will also be the responsibility of Environmental Services (Highways & Transport) to liaise with the housing developers to get agreement to the naming of streets in connection with the pledge and funding for the signs.
- 3.7 The naming of streets is governed by the Public Health Act 1925. This allows for developers to notify the relevant local authority who can accept the proposed names or make formal written objection within one month.
- 3.8 Upon agreement with the housing developers, written consent would be sought from the individual's family to use the veteran's name. Consent would be obtained by Stronger Communities using contact details provided by the relevant person or organisation who initially proposed the name.
- 3.9 When a proposal has been agreed by the 'Honour our Fallen Working Group' it would then be shared with ward members via the relevant Town Council and the Tameside Armed Services Community (TASC) for further consultation.
- 3.10 Once the steps outlined above are complete the 'Honour our Fallen Working Group' would give final sign off and formal agreement.

4. CRITERIA

- 4.1 It is proposed that the following criteria be adopted and followed when naming streets in Tameside under the Honour Our Fallen pledge
 1. Nominated individuals must have lost their lives whilst serving in the Armed Forces.
 2. Nominated individuals must meet at least one of the following criteria:
 - a) Been born in Tameside
 - b) Lived in Tameside for a period of at least 5 years
 - c) Attended a Tameside academic institution
 3. Nominated individuals must have been a member of the British Armed Forces.

- 4.2 It is at the discretion of the 'Honour our Fallen Working Group' to nominate (or receive and consider for nomination) other relevant veterans who have a connection to Tameside but do not meet at least one of the criteria set out in the second bullet point above.
- 4.3 The 'Honour Our Fallen Working Group' will use its discretion when prioritising which streets are named after which veterans, and the order in which veterans names are used for street names. In doing this they will have regard to a number of factors. Those factors will include date of death; local connection to a particular town or ward; extent to which the veteran is associated with Tameside; surviving family members in terms of immediate family and their current connection with Tameside. This list is not exhaustive and prioritisation will be at the discretion of the 'Honour our Fallen Working Group', whose decision will be final.
- 4.4 If over the two year period the number of nominated veterans is less than the number of new streets constructed the 'Honour Our Fallen Working Group' will proactively identify fallen service personnel for the pledge. That work would be based on themes such as Somme veterans or Victoria Cross winners.
- 4.5 If over the two year period the number of nominated veterans is greater than the number of new streets constructed the final street to be named will be given a representative name such as 'Tameside Veterans Way' and all the names put forward would be included on a roll of honour.

5. FORMAT

- 5.1 The proposed format for the street name will be based on an individual's forename and surname. However in each instance the format will be guided by the families' wishes and agreed with them (and within the national guidelines on street name format).
- 5.2 In addition to the road sign it is proposed to have an additional sign or plaque below the street name detailing further optional information to give ongoing context to the street name. For example: individual's title/rank, dates of service, branch of the Armed Forces, date of death, field of conflict and the cap badge. Again the information included will be guide by and agreed with families.
- 5.3 Royal British Legion Industries have a factory that manufactures signage. Consideration will be given to using Royal British Legion Industries to manufacture the accompanying plaque described above at 4.2.

6. NEXT STEPS

- 6.1 Subject to the agreement of Executive Board a report will be taken to Executive Cabinet on 31 August 2016.
- 6.2 Following the meeting of Executive Cabinet the agreed protocol and criteria will then be used by the 'Honour our Fallen Working Group' and the lead services (Environmental Services and Stronger Communities) to deliver the Honour our Fallen pledge.

7. RECOMMENDATIONS

- 7.1 As set out on the front of the report.

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Report to:	EXECUTIVE CABINET
Date:	31 August 2016
Executive Member/Reporting Officer:	Councillor Jim Fitzpatrick – First Deputy (Finance and Performance) Damien Bourke – Assistant Executive Director (Development, Growth and Investment)
Subject:	ASHTON OLD BATHS – FINAL FIT OUT WORKS AND APPOINTMENT OF OPERATOR
Report Summary:	This report seeks approval of proposals for the final fit out of the Ashton Old Baths innovation centre and the appointment of an operator. It further provides a progress update on the ongoing feasibility work on the redevelopment of the annexe to the building.
Recommendations:	That the Executive Cabinet: <ol style="list-style-type: none">1. Notes the overall progress to date with the Ashton Old Baths project.2. RECOMMENDS to Council to approve the proposals for final fit out works for the Ashton Old Baths Innovation Centre at a cost of £871,059 as set out in section 3 of the report and amends the Capital Programme accordingly.3. Authorises the Executive Director (Place), in consultation with the Executive Director (Governance, Resources and Pensions), to agree and complete the Management Agreement for the appointment of Oxford Innovation to operate the Ashton Old Baths Innovation Centre to protect the Council's interests so far as possible given the Council is retaining a significant level of risk and to agree Annual Business Plans during the term of the contract.4. Approves the maximum revenue contribution of £82,434 in Year 0 and £11,681 in Year 1 as identified in the business plan. It is expected that there will be a surplus from year 2 and that regular reporting on this issue is set out in the quarterly revenue monitoring report.5. Notes the progress to date with the feasibility work on the redevelopment of the annexe.
Links to Community Strategy:	The proposals contained in this report will support the delivery of the community strategy.
Policy Implications:	In compliance with Council policy.
Financial Implications: (Authorised by the Section 151 Officer)	Capital expenditure of £871,059 for the final fit out needs to be approved and then included within the capital programme. The most efficient way funding of this will need to be assessed. Provision of a maximum revenue contribution to the operator of £110,000 as identified in the business plan needs to be included within the Medium Term Financial Strategy and any surpluses in future years will be used to assist the overall budget of the Council. Any VAT implications need to be reviewed and correct

practice followed.

Any costs related to the feasibility of the Annex need to be kept within existing budgets.

**Legal Implications:
(Authorised by the Borough
Solicitor)**

This decision provides the governance required to (1) progress the fit out works at Ashton Old Baths, and (2) enter into the management agreement with Oxford Innovation. Members need to be clear that the Council takes all the risk in relation to this agreement, and that Oxford Innovation will be operating effectively as the Council's agents throughout the contract. Close contract management will be required to ensure financial spend is kept under control and value for money achieved for the Council.

It will be necessary given previous experience with such arrangements running the Council's former theatres that there is a simple and clear exit strategy in the event of poor performance of failure to achieve the necessary outcomes.

A proper review will need to be undertaken of the options to provide a data centre which does not automatically assume that the Council needs to own the data centre as these are expensive facilities that require regular updating and maintenance and carry significant liability. There would need to be a very clear business case for doing this and the options and the decision need to be made before significant capital expenditure is committed.

Risk Management:

A risk assessment is included in the report.

Access to Information:

The background papers relating to this report can be inspected by contacting the report writer Ade Alao:



Telephone: 0161 342 2795



e-mail: ade.alao@tameside.gov.uk

1. INTRODUCTION

- 1.1 Ashton Old Baths is an iconic Greater Manchester landmark that had been empty for over 40 years. The Council and its partners completed the main refurbishment and renovation works to convert the main pool hall of the Grade II listed building into a new innovation centre for the digital, creative and media sectors in February 2016.
- 1.2 The innovation centre's main objective is to support the creation and development of innovative businesses with high growth potential predominantly in the creative, media and digital sectors, as a new source of growth and jobs which will strengthen the competitiveness of the Tameside economy. Once operational, the centre will be integrated into a network of key stakeholders, agencies and schemes that work together to promote business growth, innovation and competitiveness.
- 1.3 The project is exemplary of a smart and sustainable growth approach. It is housed in a restored listed building, and combines conservation with its modern use. The innovativeness of the project lies not only in the creativity it nurtures but in its environment and setting. It turns a derelict grade II* listed building into an impressive business incubation hub, integrated within the St Petersfield urban business quarter.
- 1.4 The building is now back in the Council's ownership, in line with the legal agreement with the former private sector owner as this was the only way that the Council could satisfy the requirements of the Grant Funders. Main refurbishment and renovation works to the main pool hall has been completed with a free standing timber pod completed to shell and core. Structural repairs to the annexe were also completed as part of the main works.
- 1.5 This report advises Cabinet on progress with the Ashton Old Baths project and seeks approval of proposals for further funding to fit out of the innovation centre and the appointment of an operator who will as proposed act as the Council's agent.

2. PROGRESS UPDATE

- 2.1 Following completion of the main refurbishment and renovation works, the Council hosted a high-profile event on 20 March 2016 to celebrate this landmark moment. The spectacular audio-visual event attracted high level coverage by national, regional and local print and electronic media.
- 2.2 The project also featured as an example of a 'bold and creative council' by the judges in naming Tameside as the LGC Council of the Year 2016 in March.
- 2.3 The final fit out works were excluded from the main contract to ensure that the final fit out was fit for purpose for the eventual tenants of the building. Previous Council governance had also approved the process for the procurement of an operator for the building.
- 2.4 The Council commenced an OJEU procurement process in October 2015 inviting parties to register their interest in providing Centre Management Services. The term for the contract was five years with the Council, at its absolute discretion, able to elect to extend the term by up to two further periods of 1 year each.
- 2.5 A waiver was approved on 17 March 2016, subject to all necessary governance being in place, to enter into contract with Oxford Innovation in line with the Council's Procurement Standing Orders.
- 2.6 An open day for prospective tenants, who had contacted the Council, was held by Oxford Innovation on 7 June 2016 and was attended by over 30 guests. A number of businesses, with specific requirements, have now confirmed their intention to locate to the building. Pre-

lets with these businesses will be progressed subject to the approval of the fit out proposals.

- 2.7 No active marketing campaign has so far been undertaken for the innovation centre. Once governance is secured including an appropriate contract being in, the marketing plan identified in the business plan will be implemented and delivered by Oxford Innovation. This will include a branding exercise and marketing campaign to feature social media and other methods.
- 2.8 Following a positive soft market testing exercise, feasibility work is ongoing on the development of a commercial data centre and offices in the annexe of Ashton Old Baths. A data centre would enhance the business offer at Ashton Old Baths whilst providing the Council and other public sector partners with alternative disaster recovery capability locally alongside a commercial data centre operation. Detailed proposals around the data centre will be subject to a further report before any expenditure is incurred following confirmation of a review of existing need for public sector partners, commercial viability and value for money balanced against risk given the infrastructure and environment is expensive given rapid changes in technology.
- 2.9 The project has also been shortlisted for the following awards:
- The Architects' Journal Retrofit Awards (listed building less than £5 million)
 - Greater Manchester Chamber of Commerce building of the year
 - Historic England Angel Awards

3. FINAL FIT OUT WORKS

- 3.1 The new self-contained, free standing office pod incorporates over 675 sqm of office, meeting rooms, iconic event area and breakout space over four floors. Alongside this, the ground floor will incorporate semi-enclosed informal seating/meeting areas in the ancillary space under the gallery, alongside catering provision. The massing and form of the pod creates comfortable sized workspace units, utilises borrowed daylight from the existing mid-level perimeter windows, is easily ventilated and from a heritage perspective, maintains the appearance of a large open space whilst still exhibiting as much of the existing fabric of the building as possible. The approach adopted to the pod was not to try and replicate the style of the enclosing building but to provide a clear distinction with the use of plywood and western red cedar boards that provide a clear complementary distinction between the new and old. The final fit out works have therefore been developed to complement these principles of the redevelopment of the building.
- 3.2 Integral to the viability and success of the scheme is the flexible nature of the office workspace. This has been achieved by providing an open plan office space, which can be subdivided to accommodate business occupier's needs. Varying the configuration of the office workspace will not affect the historic fabric of the building and will only affect internal partition walls of the freestanding structure. This will mean there will not be a requirement for a listed building consent application to make these changes to the pod layouts in future, thus allowing increased flexibility for future tenant requirements.
- 3.3 The fit out proposals have been designed in consultation with the operator and the design team, including Wayne Hemingway of Hemingway Design, internationally renowned designers, as part of the design team finalising the fit out proposals. The fit out design will draw upon and be informed by the branding exercise, which will dual-track the developed and technical design stages. These costs are included within the year 0 set up costs.
- 3.4 The key aspects of the fit out proposals include:
- Renovating the staircase and reinstating the first floor perimeter gallery

- Construction of semi-enclosed informal seating/meeting areas in the ancillary space under the gallery
- Solid partitions between offices and glazed partitions between offices and the corridors
- Plywood floor to offices
- Cleaning and protection of timber floors
- Electric fittings, lighting and heating to the pod and semi-enclosed space on ground floor
- Fixed and loose furniture
- Class 0 lacquer treatment to all timber walls
- Additional catering provision
- Creation of an additional meeting room off the gallery.

3.5 Procurement of the final fit out works is being undertaken through the Tameside Investment Partnership and the Stage 1 proposals are shown in **Appendix 1**.

3.6 The budget costs for the proposed final fit out works are shown in the table below.

Item	Cost (£)
Building works	286,113
Mechanical & Electrical	259,936
Fixtures, Fittings and Equipment	35,446
Preliminaries	85,451
Contingency	65,512
Professional Fees	114,971
Miscellaneous	23,630
Total	871,059

3.7 The programme for the final fit out works is shown in the table below:

RIBA Workstage	Programme	
	Start	End
Stage 0 Strategic Definition	25 Apr 2016	2 May 2016
Stage 1 Preparation and Brief	2 May 2016	9 May 2016
Stage 2 Concept Design	9 May 2016	23 May 2016
Governance	31 Aug 2016	31 Aug 2016
Stage 3 Developed Design	25 Jul 2016	2 Sep 2016
Stage 4 Technical Design	5 Sep 2016	10 Oct 2016
Stage 5 Construction	10 Oct 2016	23 Jan 2017
Stage 6 Handover and Close Out	23 Jan 2017	30 Jan 2017
Stage 7 In use	30 Jan 2017	6 Feb 2017

3.8 Approval is therefore sought for the Council to approve a change to the Capital programme of additional the capital expenditure of £871,059 for the final fit out works at Ashton Old Baths.

4. APPOINTMENT OF OPERATOR

4.1 Terms for a management agreement were approved by officers for the OJEU procurement and Oxford Innovation has confirmed acceptance. The management agreement is for an operator model with incentives to outperform the initial business plan. It runs for five years and the operator will provide an annual business plan, to be agreed, based on the previous year's performance against an agreed set of key performance indicators.

4.2 A copy of the 5-Year Business Plan is attached at **Appendix 2** and is based on the following key assumptions:

- Maximum occupancy of 95%
- Fit out as per the plans shown in **Appendix 1**.
- One meeting room on ground floor.
- Events income for space hire only. Any additional costs associated with equipment hire and staffing will be invoiced directly to the hirer but are excluded from these models.
- More aggressive occupancy take-up to reflect a longer mobilisation period.
- Centre team employed early (Centre Director 2 months before opening and Assistant Centre Manager & Customer Support Assistant 1 month before).
- Rateable values of £110 psm for offices and £77 psm for rateable common areas

4.3 Under the terms of the Management Agreement, the operator, on behalf of the Council, is responsible for collecting and receiving all income from operating the centre. The operator is also responsible for paying all approved costs incurred in operating the centre as agreed with the Council in the business plan. The operator is required to open and operate a separate dedicated bank account for this purpose and to maintain detailed accounting record on an open-book basis with the Council. Any surpluses will be transferred to the Council as determined in the management agreement. At the date of the termination of the management agreement the operator will transfer any outstanding surplus back to the Council or alternative provider nominated by the Council.

4.4 A summary of the Oxford Innovation 5-Year business plan is shown in the table below:

	Business Plan Summary (£)			
	Turnover	Cost	Net	Cumulative
Year 0	0	82,434	(82,434)	(82,434)
Year 1	227,442	239,123	(11,681)	(94,117)
Year 2	381,456	309,144	72,312	(21,809)
Year 3	397,187	324,184	73,003	51,186
Year 4	407,545	332,849	74,696	125,879
Year 5	414,310	339,413	74,897	200,776

**table contains rounding differences*

4.5 Over the business plan period of 5 years, the centre is expected to generate a cumulative net surplus of £200,776. Once fully occupied, the centre is projected to generate a net surplus of £74,696 per annum for the Council. The building is expected to operate as an innovation centre beyond the current Management Agreement period and is expected to operate at a surplus for the foreseeable future.

Revenue Contribution

4.7 As the Council owns the building and engages the operator as a managing agent, it is required to make provision to cover any deficit in the initial years. All expenditure that is incurred will be closely monitored and approved by the Council as per the management agreement and therefore only legitimate costs will be allowable. In the initial period of the business plan, the costs in operating the centre are higher than the projected income. However, this position changes once the occupancy levels increase.

4.8 Costs will be incurred in advance of the centre becoming operational (Year 0) and include costs such as marketing. These costs are essential to ensure that the development is effectively promoted to prospective tenants (thus achieving high occupancy levels at opening), maintaining Oxford Innovation input throughout the fit out stage and ensuring that all necessary systems and processes are in place and mobilised for the centre’s opening. These set up costs for the operator prior to opening amount to £82,434 and are included in the annual revenue contribution requirements.

4.9 Due to these initial higher operational costs the operator requires working capital funding to cover these costs. Oxford Innovation has identified the maximum revenue contribution requirement for the operation of the centre as shown in the business plan.

4.10 The working capital requirement according to the business plan peaks at month 7 at £109,593 but thereafter reduces and for the first year the overall cost to the Council is estimated to be £82,434. It is forecast that the working capital requirement will reduce every year until the centre is able to operate without financial assistance from the Council. The revenue contribution provided by the Council in the early years is therefore essentially recovered from surpluses in later years.

4.11 Approval is therefore sought to provide a maximum revenue contribution to the operator as revenue costs of £110,000 as identified in the business plan. This will assist in their cash flow.

Management Fee

4.12 In the management agreement, the operator is entitled to receive a management fee, which is based on the floor area of the centre and 4.5% of turnover. The table below shows the management fee payable to the operator over the Management Agreement period.

Item	Year					Total
	1	2	3	4	5	
Fee based on Net Internal Area	26,290	32,133	33,008	33,834	34,672	159,937
Fee based on 4.5% of Total Revenue	6,208	14,066	14,834	15,212	15,486	65,806
Total	32,499	46,201	47,845	49,050	50,163	225,743

4.13 The management fee payable has already been accounted for as a cost in the Business Plan and is not an additional cost to the Council.

Contract Management

- 4.14 The management agreement with the operator includes details of the arrangement for contract management to ensure that the Council is able to monitor and the operator's performance effectively. Central to this are the business plan and key performance indicators.
- 4.15 The operator is required to provide monthly reports to the Council on its performance against the agreed business plan and key performance indicators. Monthly meetings are also arranged with the Council's representatives to discuss the report and agree plans that may be required to address any issues.
- 4.16 In the event of a problem being unresolved, or a failure to agree on the plan, the Council may serve a remedy notice on the operator and ultimately terminate the agreement.
- 4.17 Regular reports on the operator's performance against the business plan and key performance indicators will be set out in the Council's regular quarterly monitoring reports on the budget received by Cabinet.

5. REDEVELOPMENT OF THE ANNEXE

- 5.1 While the main capital project included external repairs and structural repairs to the annexe, this part of the building still requires internal renovation and refurbishment to be brought back into use. An initial high-level appraisal of the options available for the future use of the annexe has now been undertaken.
- 5.2 Three broad options have been identified as follow:
- Option 1 – Mothballing the annexe for the foreseeable future (do nothing)
 - Option 2 – Refurbishment and use of the annexe for office accommodation
 - Option 3 – Refurbishment and use of the annexe for office accommodation and data/disaster recovery centre
- 5.3 Option 1 - mothballing the annexe could be pursued until when a viable use and funding can be identified. This involves securing the annexe and its features to reduce the risks of vandalism or unlawful access and providing adequate ventilation. It will also require the implementation of an effective maintenance and monitoring plan to protect the building. The estimated costs are an initial £20,000 with annual costs of £5-10,000.
- 5.4 Option 2 – The annexe could be refurbished and fitted out to provide 500 sqm of office accommodation. Further work will be needed to establish any requirement within the Council's accommodation strategy or to develop a business case for letting the space for commercial tenants. Another variant could see the expansion of the innovation centre into the annexe. Indicative costs for this option are estimated at £1.5 million in the concept stage cost plan.
- 5.5 Option 3 – The Council's data centre is currently hosted at Rochdale Borough Council under a contract and therefore an options appraisal would need to be undertaken to determine whether it is both vfm and viable that it should remain there or would be more advantageous to be hosted in a purpose built data centre. The data centre would also provide disaster recovery capability for the Council's business-critical ICT systems. The space available in the annexe could accommodate up to 36 racks which is about four times the Council's requirements. This provides an opportunity for other local public sector organisations or commercial data centre operators to utilise the spare capacity and provide income to the Council. Excess heat produced in the data centre, could then be used to heat offices in the annexe and the innovation centre in the main pool hall. Indicative costs

for this option are estimated at £2 million in the concept stage cost plan. Clearly, before any costs are expended on this option there needs to be a cost benefit analysis.

- 5.6 A vision and business case for converting the annex into grade A office space with a data/disaster recovery centre is currently being developed (Option 3). The requirement for grade A office space is informed by strong private sector occupier demand in St Petersfield. The data/disaster recovery centre proposal is being driven by public and private sector requirements, which is still being assessed.

Office Space

- 5.7 The proposal is to explore the conversion of most of the annexe into grade A office space to let. This will exclude the former ground floor ladies which will be difficult to use as office space due to the absence of windows and natural daylight.
- 5.8 The converted office space could be let to a single business or could form expansion space for the innovation centre as both sides of the building are connected at ground and first floor levels.
- 5.9 The Council has been contacted by a number of businesses who are interested in the annex for relocation on commercial terms. Whilst these discussions are still ongoing, it is clear that the interest has been generated as a direct result of the recent investment and profile associated with Ashton Old Baths.

Data/Disaster Recovery Centre

- 5.10 The potential for a data/disaster recovery centre is currently being examined for location in the former ladies' pool area on the ground floor and possibly in the basement.
- 5.11 The Council currently has one data centre, which is hosted by Rochdale Council's Data Centre under a contract. All the Council's systems were moved to this facility in June 2015 as part of the TAC decant and it is expected that this arrangement will remain in place for the next 18 to 24 months. These arrangements were detailed in a report approved by Strategic Planning and Capital Panel in September 2014 including a recommendation that once a new permanent location for the Council's data centre has been identified and put in place, the interim data centre at Rochdale should become the council hot-standby disaster recovery site for key systems.
- 5.12 Ashton Old Baths is already connected to the Ashton dark fibre network with more than sufficient speed of connectivity. Furthermore, the migration of systems to Rochdale means that we already have much of the hardware that would be needed to duplicate all of our key systems. This equipment would otherwise be moth balled until needed. As well as being used as a disaster recovery site, we could also redirect all of the Council's off-site storage of security backups that are currently directed to Hyde Town Hall to Ashton Old Baths as the existing link is reaching capacity.
- 5.13 A data/disaster recovery centre at Ashton Old Baths would enable the Council to fulfill its needs for data storage and disaster recovery, whilst enhancing the business offer at Ashton Old Baths. Demand has already been identified in several other public sector organisations including the NHS and schools amongst others. Work is currently underway to fully access this demand, which will inform the scope of the data centre. A soft market testing exercise has also been completed with established interest from private operators to invest in a data centre at Ashton Old Baths.
- 5.14 Detailed appraisal work is now being undertaken to identify the respective capital, revenue and net present costs, non-financial benefits and value for money for a data/disaster recovery centre. This will lead to a detailed investment business case and proposals which will be the subject of a further report.

6. RISK ASSESSMENT

- 6.1 A detailed project risk register is maintained and pro-actively managed by the project team. The key high-level risks and mitigation arising from this report are set out below.
- 6.2 There is a risk of a third party challenge to the appointment of the operator. This risk is assessed as low and is mitigated by the following actions:
- Professional advisers have been engaged throughout the procurement process to ensure that due process has been followed.
 - A clear and transparent audit trail has been maintained.
- 6.3 There is a risk that the appointed operator fails to achieve the Council's financial and non-financial objectives for the project. This risk is assessed as medium and is mitigated by the following actions:
- Use of a legal contract through the management agreement based on best industry standards.
 - Implementation of a comprehensive performance management framework.
 - Commitment of sufficient resources to monitor the contract and develop the partnership with the operator.
 - Operator incentivised to out-perform the business plan.
 - Satisfactory financial vetting of the operator.
- 6.4 Regular updates will be provided on the performance of the innovation centre against its key performance indicators.

7. CONCLUSION

- 7.1 The redevelopment of Ashton Old Baths is a unique, once in a generation opportunity that brings an iconic Greater Manchester heritage asset in Tameside back into sustainable use. It will also act as a catalyst for the completion of the regeneration of St Petersfield resulting in significant economic, social and environmental benefits and increased growth.
- 7.2 Completion of the final fit out works and appointment of an operator enables the Council to operationalise the innovation centre and achieve these benefits.

8. RECOMMENDATIONS

- 8.1 As set out at the front of the report.

ASHTON OLD BATHS

Stage 1 Concept

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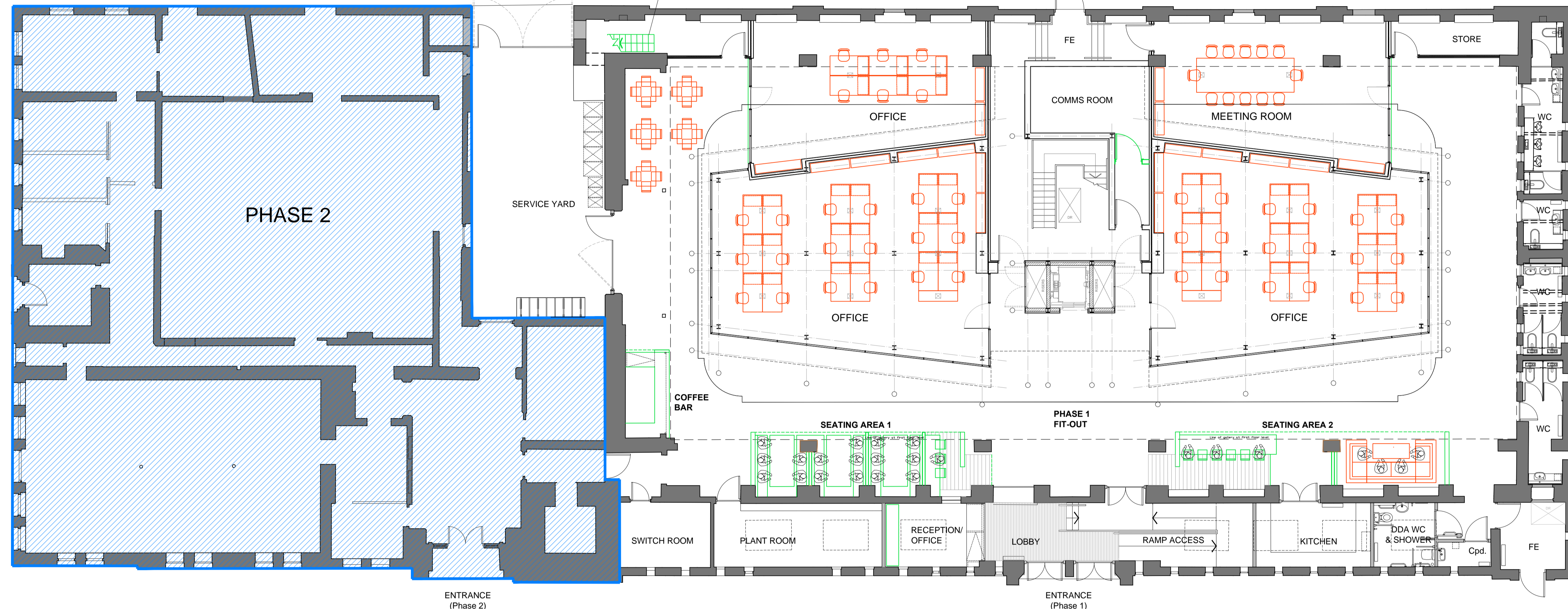
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Rev	Description	By	Date
P1	Preliminary Concept Issue	NB	03/05/16
P2	Amendments as per mtg. notes (12/05/16)	NB	20/05/16

PARK PARADE

FLEET STREET

Extg Stairs to be refurbished or replaced with matching to provide additional FE from the L1 gallery



Fit-Out Inclusions:

- Renovate staircases to L1 gallery as indicated
- Furniture as indicated
- Fixed furniture as indicated. Refer to drawing: 1064-30-11 for further details
- Additional electrics, lighting + heating outside the main pod TBC
- All timber walls to existing Pod and all new timber walls relating to fixed furniture are to be treated with Class 0 lacquer.
- New door to Comms Room. TBC pending further discussions with Tenos regarding their Pre-occupation Fire Risk Assessment.

Other Items TBC:

- Artwork
- New manifestation (incl Brand Identity)
- Signage
- External Lighting
- Car parking delineation

NOTE:
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 - Mechanical Engineers drawings & specification.
 - Electrical Engineers drawings & specification.
 - Acoustic Engineers report.
 - Fire engineers report.
 - Manufacturers drawings and specifications where applicable, and constructed in strict accordance with instructions and recommendations.
 - All construction must conform to all relevant British Standards, Building Regulations and Robust Standard Details produced by The House Builders Federation (where applicable).
 - All areas and dimensions are to be checked on site prior to manufacture or construction.

Any material specification change must comply to the same level of performance in all aspects and be submitted for approval.

KEY

- PHASE 1 FIT-OUT** Development Phase 1 - Fit-Out of the internal free-standing structure and ancillary spaces.
- Development Phase 2 - Annex portion of existing building (not included within this contract)

KEY

- Existing brick walls (original building)
- Existing Pod Structure
- Proposed Fit-Out element including furniture
- Proposed furniture to be provided by the Operator

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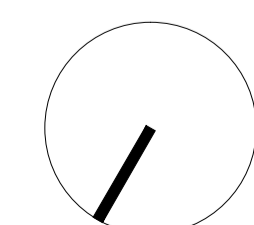
Client
TMBC
 Project
Ashton (Old) Baths
 Description
Phase 1 Fit-Out
Proposed Floor Plans
Level 0

Status
PRELIMINARY
 Scale Drawn Date
 1:100 @ A1 SPC April 16
 Job number Drawing number Revision
 1064 03-00 P2

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Level 0G Plan 1:100

STAMFORD STREET WEST



Rev	Description	By	Date
P1	Preliminary Concept Issue	NB	03/05/16
P2	Amendments as per mtg. notes (12/05/16)	NB	20/05/16

Fit-Out Inclusions:

- Renovated staircase to L1 gallery as indicated.
- L1 Gallery Balustrade installed as indicated.
- Renovate existing gallery decking (ie refix boards, replace where necessary, sand, oil and varnish finish).
- No Furniture to office upper levels.
- Refer to reflected ceiling plans for additional M+E suspended ceilings etc.
- All timber walls to existing Pod to be treated with Class 0 lacquer.
- All timber floors to be cleaned and protected with suitable varnish. Specification TBC.
- Remove existing doors to main offices as necessary.


Other Items TBC:

- Artwork
- Signage
- External Lighting





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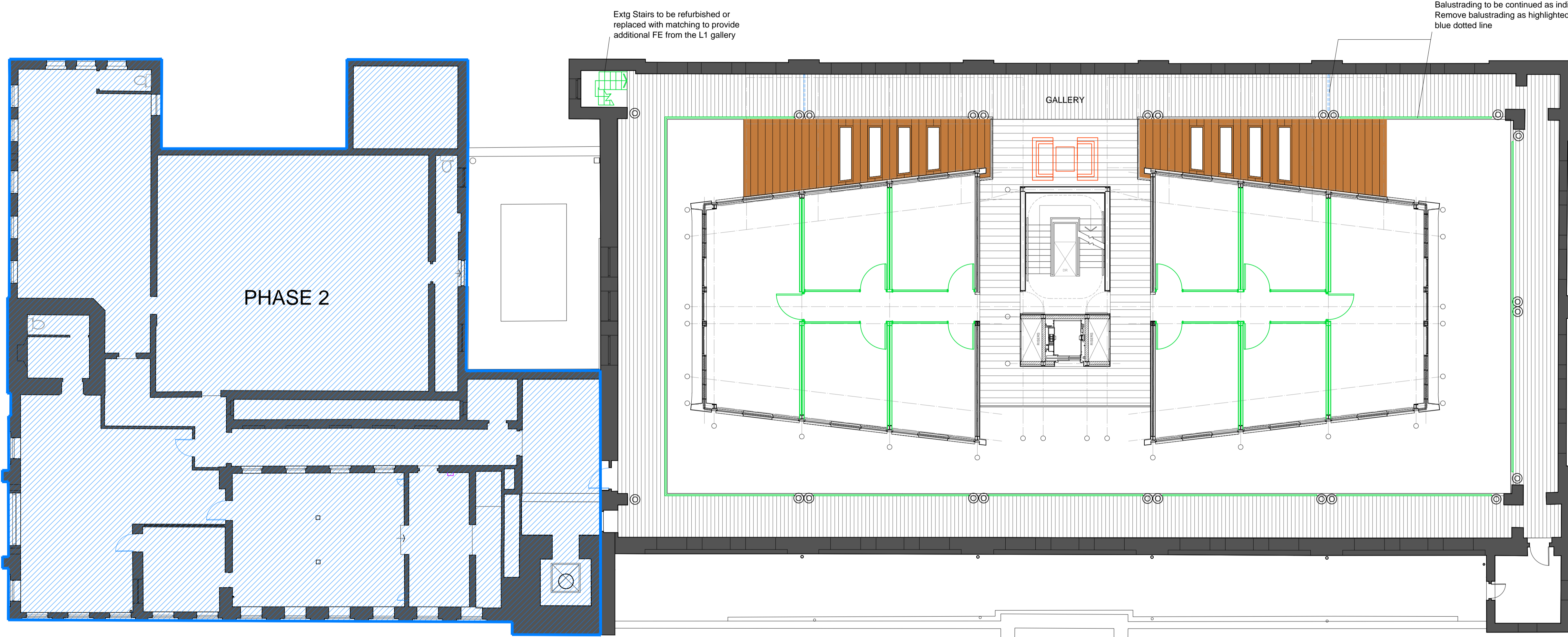
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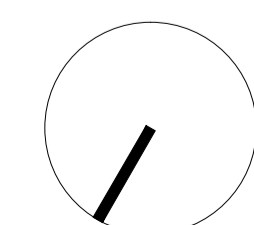
- PHASE 1 FIT-OUT** Development Phase 1 - Fit-Out of the internal free-standing structure and ancillary spaces.
-  Development Phase 2 - Annex portion of existing building (not included within this contract)

KEY

-  Existing brick walls (original building)
-  Existing Pod Structure
-  Proposed Fit-Out element including furniture
-  Proposed furniture to be provided by the Operator



Level 1 Plan 1:100



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Client
TMBC

Project
Ashton (Old) Baths

Description
**Phase 1 Fit-Out
 Proposed Floor Plans
 Level 1**

Status
PRELIMINARY

Scale	Drawn	Date
1:100 @ A1	NB	April 16
Job number	Drawing number	Revision
1064	03-01	P2

Rev	Description	By	Date
P1	Preliminary Concept Issue	NB	03/05/16

Fit-Out Inclusions:

- No Furniture to upper levels.
- Refer to reflected ceiling plans for additional M+E suspended ceilings etc.
- All timber elements to existing Pod to be treated with Class 0 lacquer.
- Remove existing doors to main offices as necessary.


Other Items TBC:

- Artwork
- Signage
- External Lighting




NOTE:
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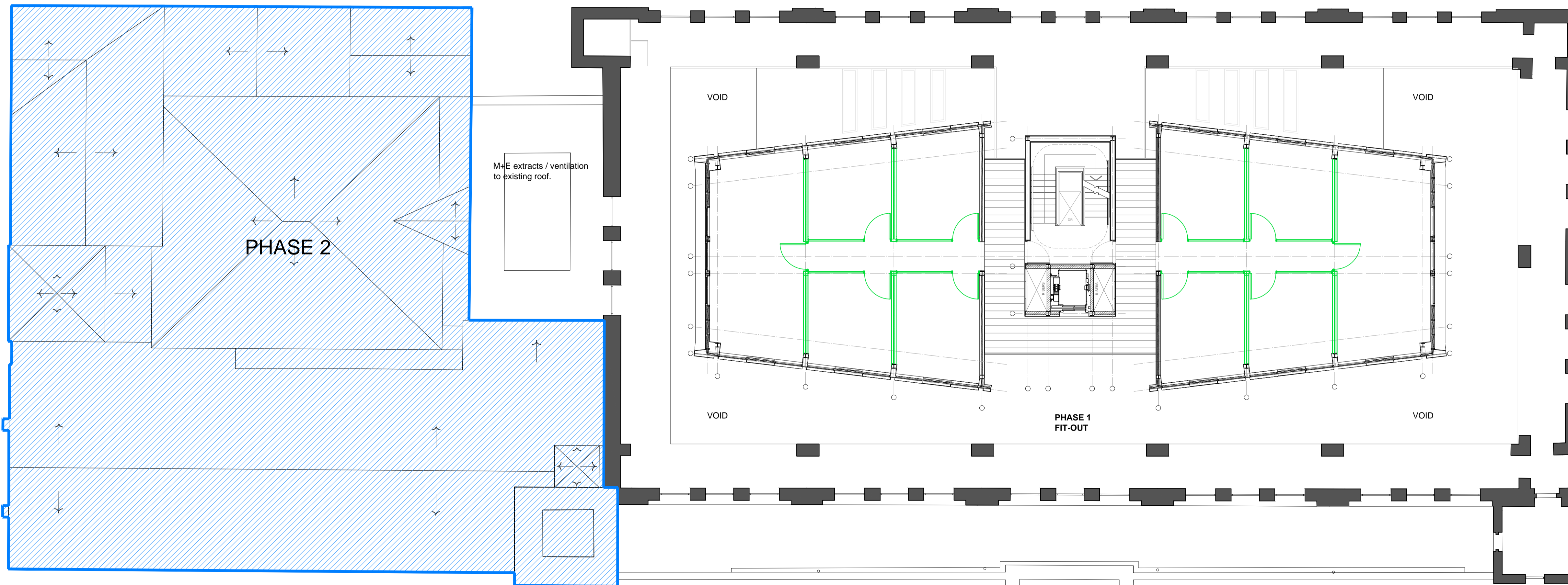
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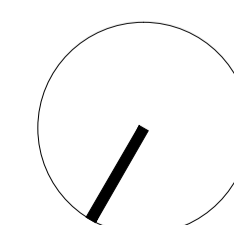
PHASE 1 FIT-OUT	Development Phase 1 - Fit-Out of the internal free-standing structure and ancillary spaces.
	Development Phase 2 - Annex portion of existing building (not included within this contract)

KEY

	Existing brick walls (original building)
	Existing Pod Structure
	Proposed Fit-Out



Level 2 Plan 1:100



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Client
TMBC
 Project
Ashton (Old) Baths
 Description
Phase 1 Fit-Out
Proposed Floor Plans
Level 2

Status		
PRELIMINARY		
Scale	Drawn	Date
1:100 @ A1	NB	April 16
Job number	Drawing number	Revision
1064	03-02	P1

Rev	Description	By	Date
P1	Preliminary Concept Issue	NB	03/05/16
P2	Amendments as per mtg. notes (12/05/16)	NB	20/05/16

Fit-Out Inclusions:

- Furniture as indicated
- Fixed furniture as indicated. Refer to drawing: 1064-30-13 for further details
- Additional heating to L3 terrace TBC
- All timber walls to existing Pod and all new timber walls relating to fixed furniture are to be treated with Class 0 lacquer.
- New instant boiling water Ziptap to L3 servery. New underslung sink and replacement worktop to suit.
- New fridge + dishwasher to servery


Other Items TBC:

- Soft furnishings to fixed seating area





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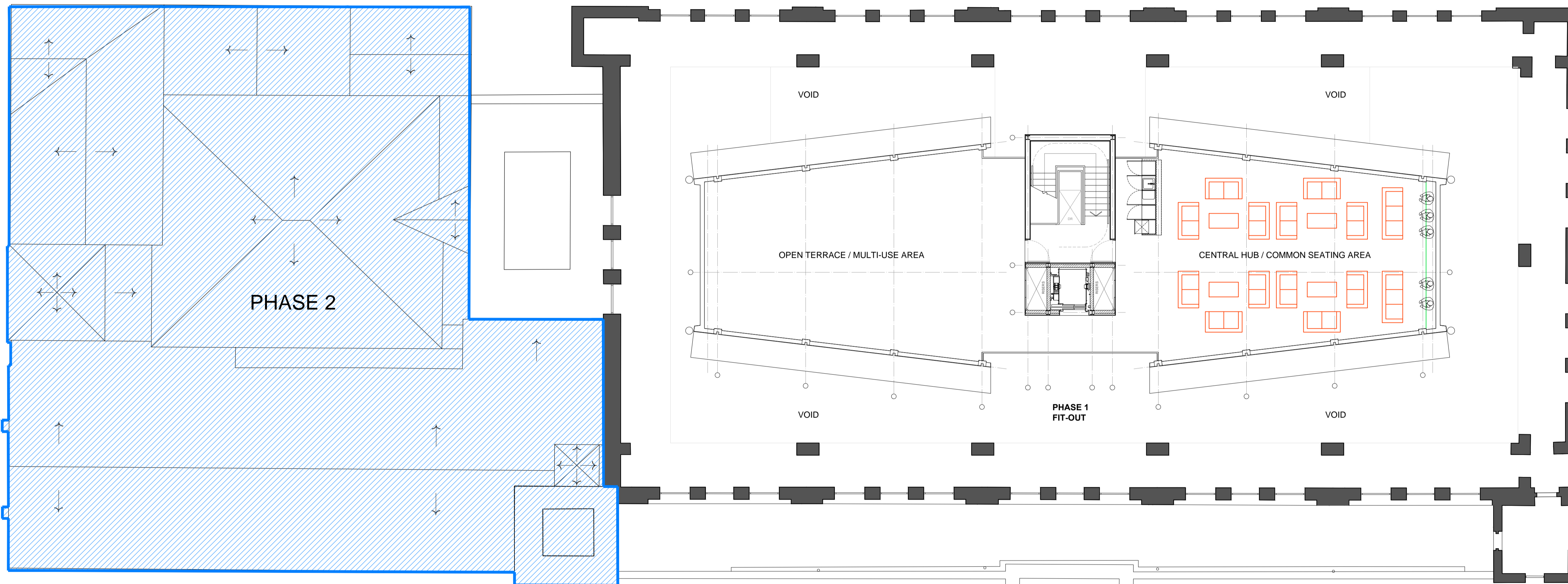
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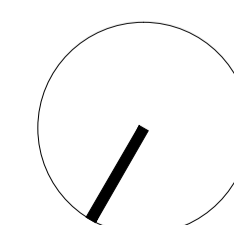
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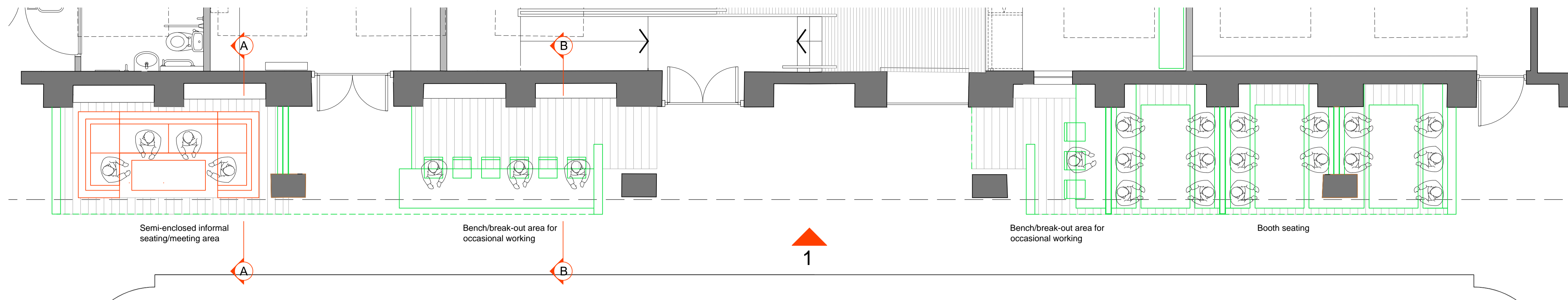


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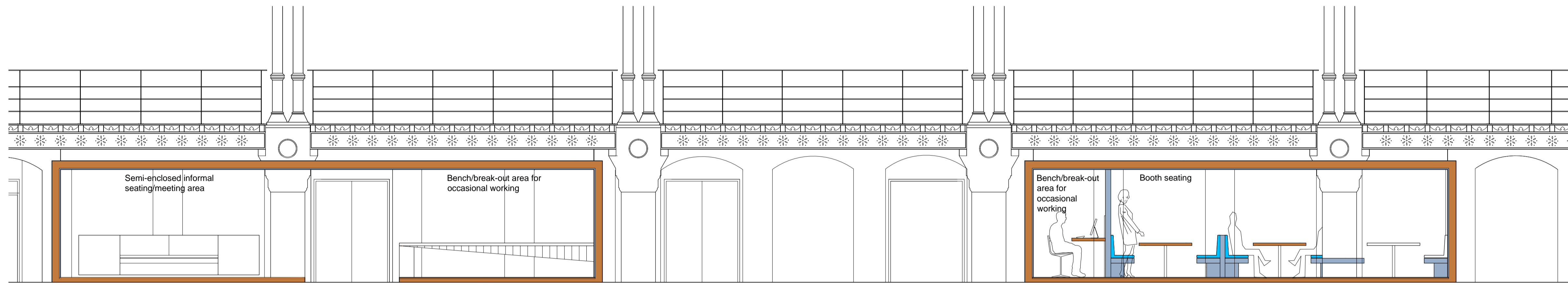
Client
TMBC
 Project
Ashton (Old) Baths
 Description
Phase 1 Fit-Out
Proposed Floor Plans
Level 3

Status
PRELIMINARY
 Scale Drawn Date
 1:100 @ A1 NB April 16
 Job number Drawing number Revision
 1064 03-03 P2

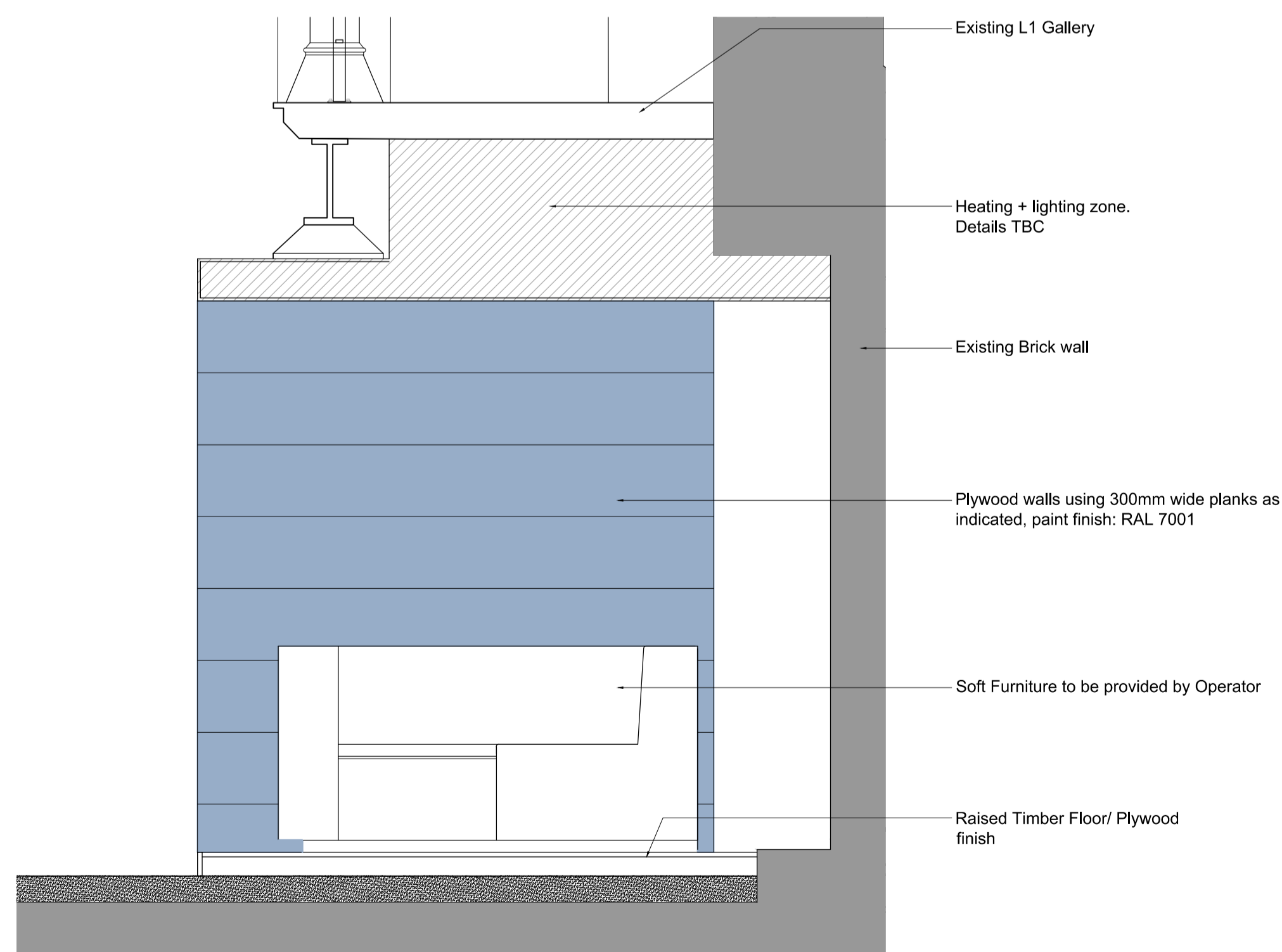




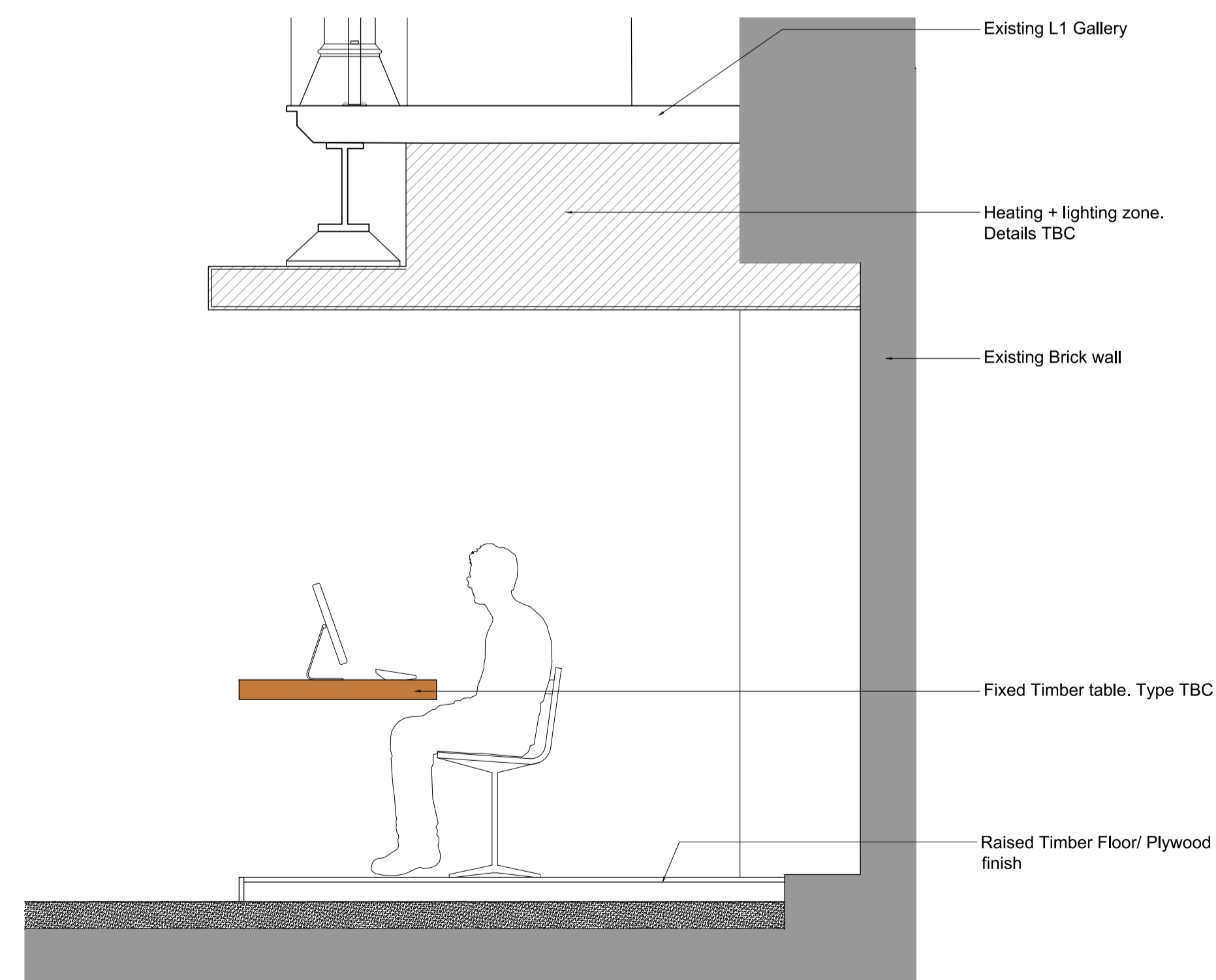
Part Level 0G Plan 1:50



Elevation 1 1:50



Section A-A 1:20



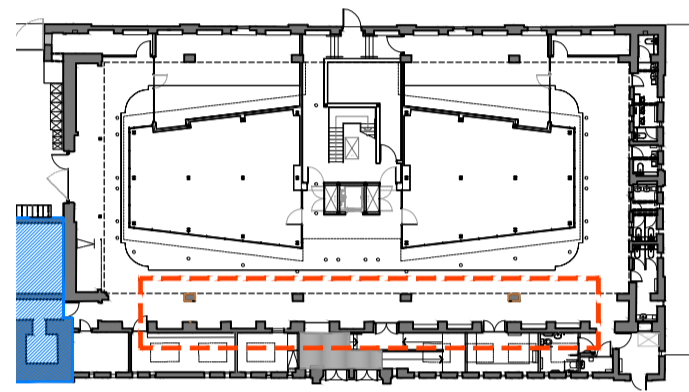
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Rev	Description	By	Date
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P2	Amendments as per mtg. notes (12/05/16)	NB	20/05/16

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Location Plan

KEY

PHASE 1 FIT-OUT Development Phase 1 - Fit-Out of the internal free-standing structure and ancillary spaces.

Development Phase 2 - Annex portion of existing building (not included within this contract)

KEY

Existing brick walls (original building)

Existing Pod Structure

Proposed Fit-Out element including furniture

Proposed furniture to be provided by Operator

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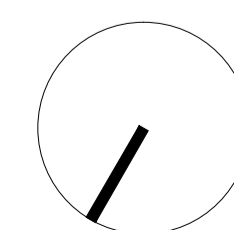
Client
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Project
Ashton (Old) Baths

Description
**Phase 1 Fit-Out
 Proposed Details
 Sheet 2**

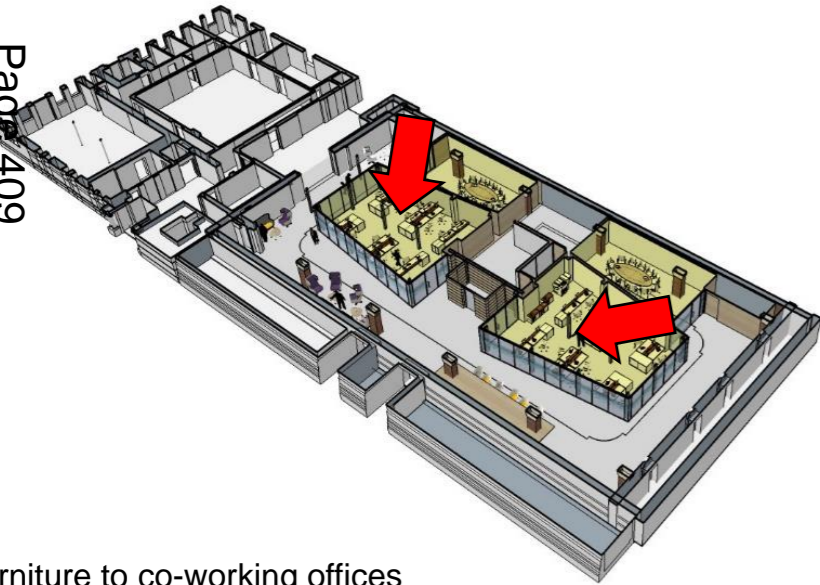
Status
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Scale	Drawn	Date
AS @ A1	NB	April 16
Job number	Drawing number	Revision
1064	30-11	P2

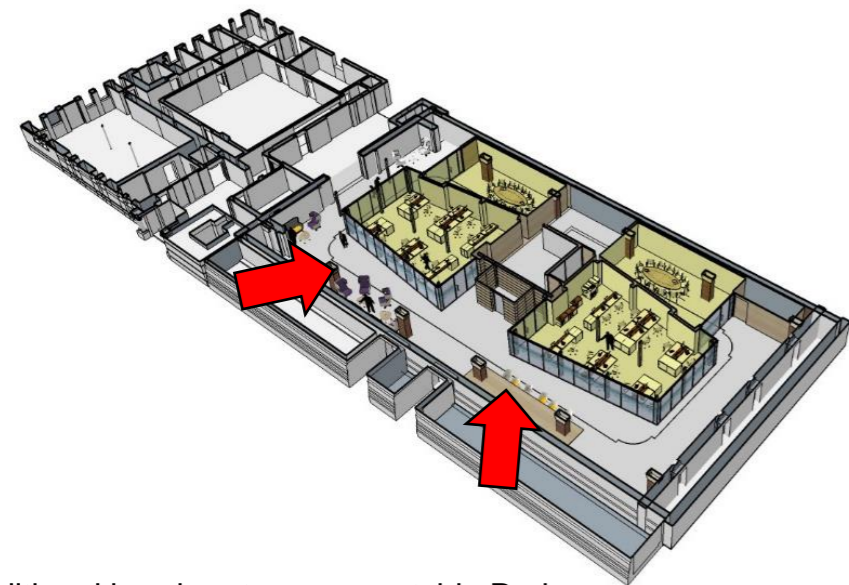




Page 409



Furniture to co-working offices



Additional break-out spaces outside Pod

PRECEDENT IMAGES



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Commercial-in-Confidence
 Ashton Old Baths
 Financial Model - Detailed Cashflow

Year 0	1	2	3	4	5	6	7	8	9	10	11	12	13
	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17
RECEIPTS													
Licence Fees	2,038	2,922	4,089	4,349	6,256	7,124	8,885	8,885	8,885	8,885	8,885	8,885	9,107
Dedicated Hotdesks	175	350	525	700	1,050	1,400	1,750	2,100	2,450	2,800	3,150	3,150	3,229
Drop in Hotdesks	198	594	990	1,386	1,782	2,178	2,574	2,970	3,366	3,762	4,158	4,554	4,871
Events	0	458	458	917	917	1,375	1,375	1,833	1,833	2,292	2,292	2,292	2,349
Car Parking	63	125	188	250	313	375	438	500	563	625	688	708	726
Virtual Income	40	80	120	160	200	240	280	320	360	400	440	480	533
Room / equipment hire	0	344	344	688	688	1,031	1,375	1,719	2,063	2,338	2,613	2,613	2,613
Catering	0	69	69	138	138	206	275	344	413	468	523	523	523
Telephone	0	104	149	209	223	320	364	455	455	455	455	455	455
Internet	0	126	181	253	269	387	441	550	550	550	550	550	550
Carriage & Postage	0	67	96	135	144	207	235	293	293	293	293	293	293
Misc. Services	0	16	23	32	34	49	56	70	70	70	70	70	70
TOTAL RECEIPTS EXCLUDING VAT	2,514	5,255	7,232	9,216	12,012	14,893	18,048	20,039	21,300	22,936	24,115	24,572	25,317
VAT	503	1,051	1,446	1,843	2,402	2,979	3,610	4,008	4,260	4,587	4,823	4,914	5,063
TOTAL RECEIPTS INCLUDING VAT	3,017	6,307	8,678	11,059	14,414	17,871	21,658	24,046	25,559	27,524	28,938	29,486	30,381
Deposits Received	2,038	883	1,167	260	1,907	868	1,761	0	0	0	0	0	222
TOTAL RECEIPTS	5,055	7,190	9,845	11,320	16,322	18,739	23,418	24,046	25,559	27,524	28,938	29,486	30,603
PAYMENTS													
OPERATING PAYMENTS													
Total Rates Payable	0	0	0	0	0	0	20,781	3,422	3,422	3,422	3,422	3,422	3,507
Maintenance	0	754	754	754	754	754	754	754	754	754	754	754	754
Security	197	197	197	197	197	197	197	197	197	197	197	197	202
Gas	295	295	295	295	295	295	295	295	295	295	295	295	302
Electricity	1,824	1,824	1,824	1,824	1,824	1,824	1,824	1,824	1,824	1,824	1,824	1,824	1,870
Water	208	208	208	208	208	208	208	208	208	208	208	208	213
Cleaning (common areas)	929	929	929	929	929	929	929	929	929	929	929	929	952
Catering	0	61	61	122	122	183	244	306	367	416	464	464	464
Telephone & Fax	0	271	298	334	342	400	427	481	481	481	481	481	481
Internet Charges	417	417	417	417	417	417	417	417	417	417	417	417	427
Carriage & Postage	0	60	86	120	128	184	209	261	261	261	261	261	261
Misc. Services	0	16	23	32	34	49	56	70	70	70	70	70	70
Management Charges (staff costs)	37,495	0	0	5,114	5,114	5,114	5,114	5,114	5,114	5,114	5,114	5,114	5,114
Staff travel	3,200	0	50	50	50	50	50	50	50	50	50	50	50
Staff training & recruitment	1,000	0	83	83	83	83	83	83	83	83	83	83	83
Small Equipment Purchases	0	0	31	31	31	31	31	31	31	31	31	31	31
Office Supplies	0	0	46	46	46	46	46	46	46	46	46	46	46
Computer consumables / software licences	2,500	0	208	208	208	208	208	208	208	208	208	208	208
Marketing & Events	24,500	0	417	417	417	417	417	417	417	417	417	417	417
Agent Fees	0	0	46	46	46	46	46	46	46	46	46	46	46
Centre Consumables	0	0	500	500	500	500	500	500	500	500	500	500	500
Bank Charges	0	0	50	50	50	50	50	50	50	50	50	50	50
External Business Support	0	0	417	417	417	417	417	417	417	417	417	417	417
Fee per sqft of Net Internal Area - Managed Space	0	0	2,629	2,629	2,629	2,629	2,629	2,629	2,629	2,629	2,629	2,629	2,629
Management Fee - % of Total Revenue	0	0	146	243	352	417	572	695	843	920	973	1,047	1,085
TOTAL OPERATING PAYMENTS	68,695	3,869	6,462	14,827	15,064	15,447	36,504	19,448	19,657	19,783	19,885	19,959	20,179
VAT	13,739	350	857	1,389	1,410	1,412	1,439	1,458	1,484	1,496	1,506	1,516	1,525
PAYMENTS TO HMRC	0	153	195	57	433	990	1,539	2,151	2,524	2,764	3,081	3,307	3,399
TOTAL PAYMENTS	82,434	4,218	7,471	16,411	16,532	17,037	39,501	23,083	23,677	24,053	24,482	24,782	25,102
NET CASHFLOW MOVEMENT	(82,434)	837	(281)	(6,566)	(5,213)	(715)	863	(16,083)	963	1,882	3,471	4,456	4,704
CASH BALANCE / WORKING CAPITAL REQUIREMENT	(82,434)	(81,598)	(81,879)	(88,445)	(93,658)	(94,373)	(93,510)	(109,593)	(108,630)	(106,747)	(103,277)	(98,821)	(94,117)

Commercial-in-Confidence
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	14	15	16	17	18	19	20	21	22	23	24	25	26	27
	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18

RECEIPTS														
Licence Fees	9,107	9,107	9,107	9,107	9,107	9,107	9,107	9,107	9,107	9,107	9,107	9,335	9,335	9,335
Dedicated Hotdesks	3,229	3,229	3,229	3,229	3,229	3,229	3,229	3,229	3,229	3,229	3,229	3,309	3,309	3,309
Drop in Hotdesks	5,074	5,277	5,480	5,683	5,886	6,089	6,089	6,089	6,089	6,089	6,089	6,241	6,241	6,241
Events	2,349	2,349	2,349	2,349	2,349	2,349	2,349	2,349	2,349	2,349	2,349	2,408	2,408	2,408
Car Parking	726	726	726	726	726	726	726	726	726	726	726	744	744	744
Virtual Income	574	615	656	697	738	779	820	820	820	820	820	841	841	841
Room / equipment hire	2,678	2,678	2,678	2,678	2,678	2,678	2,678	2,678	2,678	2,678	2,678	2,745	2,745	2,745
Catering	536	536	536	536	536	536	536	536	536	536	536	536	549	549
Telephone	466	466	466	466	466	466	466	466	466	466	466	466	466	466
Internet	563	563	563	563	563	563	563	563	563	563	563	563	563	563
Carriage & Postage	301	301	301	301	301	301	301	301	301	301	301	301	301	301
Misc. Services	72	72	72	72	72	72	72	72	72	72	72	72	72	72
TOTAL RECEIPTS EXCLUDING VAT	25,674	25,918	26,162	26,406	26,650	26,894	26,935	26,935	26,935	26,935	26,935	27,493	27,573	27,573
VAT	5,135	5,184	5,232	5,281	5,330	5,379	5,387	5,387	5,387	5,387	5,387	5,499	5,515	5,515
TOTAL RECEIPTS INCLUDING VAT	30,809	31,101	31,394	31,687	31,980	32,272	32,322	32,322	32,322	32,322	32,322	32,991	33,088	33,088
Deposits Received	0	0	0	0	0	0	0	0	0	0	0	228	0	0
TOTAL RECEIPTS	30,809	31,101	31,394	31,687	31,980	32,272	32,322	32,322	32,322	32,322	32,322	33,219	33,088	33,088
EXPENDITURES														
OPERATING PAYMENTS														
Total Rates Payable	3,507	3,507	3,507	3,507	3,507	3,507	3,507	3,507	3,507	3,507	3,507	3,595	3,595	3,595
Maintenance	773	773	773	773	773	773	773	773	773	773	773	773	1,584	1,584
Electricity	202	202	202	202	202	202	202	202	202	202	202	207	207	207
Gas	302	302	302	302	302	302	302	302	302	302	302	310	310	310
Electricity	1,870	1,870	1,870	1,870	1,870	1,870	1,870	1,870	1,870	1,870	1,870	1,917	1,917	1,917
Water	213	213	213	213	213	213	213	213	213	213	213	218	218	218
Cleaning (common areas)	952	952	952	952	952	952	952	952	952	952	952	976	976	976
Catering	476	476	476	476	476	476	476	476	476	476	476	476	488	488
Telephone & Fax	493	493	493	493	493	493	493	493	493	493	493	493	498	498
Internet Charges	427	427	427	427	427	427	427	427	427	427	427	438	438	438
Carriage & Postage	267	267	267	267	267	267	267	267	267	267	267	267	267	267
Misc. Services	72	72	72	72	72	72	72	72	72	72	72	72	72	72
Management Charges (staff costs)	5,114	5,239	5,239	5,239	5,239	5,239	5,239	5,239	5,239	5,239	5,239	5,239	5,239	5,372
Staff travel	51	51	51	51	51	51	51	51	51	51	51	51	53	53
Staff training & recruitment	85	85	85	85	85	85	85	85	85	85	85	85	88	88
Small Equipment Purchases	31	31	31	31	31	31	31	31	31	31	31	31	32	32
Office Supplies	47	47	47	47	47	47	47	47	47	47	47	47	49	49
Computer consumables / software licences	214	214	214	214	214	214	214	214	214	214	214	214	219	219
Marketing & Events	417	417	417	417	417	417	417	417	417	417	417	417	142	142
Agent Fees	47	47	47	47	47	47	47	47	47	47	47	47	49	49
Centre Consumables	513	513	513	513	513	513	513	513	513	513	513	513	525	525
Bank Charges	51	51	51	51	51	51	51	51	51	51	51	51	53	53
External Business Support	417	427	427	427	427	427	427	427	427	427	427	427	427	438
Fee per sqft of Net Internal Area - Managed Space	2,629	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,694	2,762
Management Fee - % of Total Revenue	1,106	1,144	1,155	1,166	1,177	1,188	1,199	1,210	1,212	1,212	1,212	1,212	1,212	1,241
TOTAL OPERATING PAYMENTS	20,276	20,515	20,526	20,537	20,548	20,559	20,570	20,581	20,583	20,583	20,583	20,770	21,350	21,590
VAT	1,538	1,552	1,552	1,552	1,552	1,552	1,552	1,552	1,552	1,552	1,552	1,561	1,677	1,690
PAYMENTS TO HMRC	3,539	3,596	3,632	3,681	3,730	3,778	3,827	3,835	3,835	3,835	3,835	3,835	3,938	3,838
TOTAL PAYMENTS	25,353	25,663	25,710	25,770	25,830	25,889	25,949	25,968	25,970	25,970	25,970	26,166	26,964	27,118
NET CASHFLOW MOVEMENT	5,455	5,438	5,684	5,917	6,150	6,383	6,372	6,353	6,351	6,351	6,351	7,053	6,123	5,970
CASH BALANCE / WORKING CAPITAL REQUIREMENT	(83,161)	(77,723)	(72,039)	(66,122)	(59,972)	(53,589)	(47,217)	(40,863)	(34,512)	(28,160)	(21,809)	(14,756)	(8,633)	(2,663)

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	28	29	30	31	32	33	34	35	36	37	38	39	40	41
	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20

RECEIPTS														
Licence Fees	9,335	9,335	9,335	9,335	9,335	9,335	9,335	9,335	9,335	9,568	9,568	9,568	9,568	9,568
Dedicated Hotdesks	3,309	3,309	3,309	3,309	3,309	3,309	3,309	3,309	3,309	3,392	3,392	3,392	3,392	3,392
Drop in Hotdesks	6,241	6,241	6,241	6,241	6,241	6,241	6,241	6,241	6,241	6,397	6,397	6,397	6,397	6,397
Events	2,408	2,408	2,408	2,408	2,408	2,408	2,408	2,408	2,408	2,468	2,468	2,468	2,468	2,468
Car Parking	744	744	744	744	744	744	744	744	744	763	763	763	763	763
Virtual Income	841	841	841	841	841	841	841	841	841	862	862	862	862	862
Room / equipment hire	2,745	2,745	2,745	2,745	2,745	2,745	2,745	2,745	2,745	2,745	2,813	2,813	2,813	2,813
Catering	549	549	549	549	549	549	549	549	549	549	563	563	563	563
Telephone	466	466	466	466	466	466	466	466	466	466	490	490	490	490
Internet	563	563	563	563	563	563	563	563	563	563	592	592	592	592
Carriage & Postage	301	301	301	301	301	301	301	301	301	301	316	316	316	316
Misc. Services	72	72	72	72	72	72	72	72	72	72	76	76	76	76
TOTAL RECEIPTS EXCLUDING VAT	27,573	27,573	27,573	27,573	27,573	27,573	27,573	27,573	27,573	28,145	28,298	28,298	28,298	28,298
VAT	5,515	5,515	5,515	5,515	5,515	5,515	5,515	5,515	5,515	5,629	5,660	5,660	5,660	5,660
TOTAL RECEIPTS INCLUDING VAT	33,088	33,088	33,088	33,088	33,088	33,088	33,088	33,088	33,088	33,774	33,958	33,958	33,958	33,958
Deposits Received	0	0	0	0	0	0	0	0	0	233	0	0	0	0
TOTAL RECEIPTS	33,088	33,088	33,088	33,088	33,088	33,088	33,088	33,088	33,088	34,007	33,958	33,958	33,958	33,958

PAYMENTS														
OPERATING PAYMENTS														
Total Rates Payable	3,595	3,595	3,595	3,595	3,595	3,595	3,595	3,595	3,595	3,685	3,685	3,685	3,685	3,685
Maintenance	1,584	1,584	1,584	1,584	1,584	1,584	1,584	1,584	1,584	1,584	1,623	1,623	1,623	1,623
Security	207	207	207	207	207	207	207	207	207	212	212	212	212	212
Gas	310	310	310	310	310	310	310	310	310	318	318	318	318	318
Electricity	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,965	1,965	1,965	1,965	1,965
Water	218	218	218	218	218	218	218	218	218	224	224	224	224	224
Cleaning (common areas)	976	976	976	976	976	976	976	976	976	1,000	1,000	1,000	1,000	1,000
Catering	488	488	488	488	488	488	488	488	488	488	500	500	500	500
Telephone & Fax	498	498	498	498	498	498	498	498	498	498	518	518	518	518
Internet Charges	438	438	438	438	438	438	438	438	438	449	449	449	449	449
Carriage & Postage	267	267	267	267	267	267	267	267	267	267	281	281	281	281
Misc. Services	72	72	72	72	72	72	72	72	72	72	76	76	76	76
Management Charges (staff costs)	5,372	5,372	5,372	5,372	5,372	5,372	5,372	5,372	5,372	5,372	5,372	5,498	5,498	5,498
Staff travel	53	53	53	53	53	53	53	53	53	53	54	54	54	54
Staff training & recruitment	88	88	88	88	88	88	88	88	88	88	90	90	90	90
Small Equipment Purchases	32	32	32	32	32	32	32	32	32	32	33	33	33	33
Office Supplies	49	49	49	49	49	49	49	49	49	49	50	50	50	50
Computer consumables / software licences	219	219	219	219	219	219	219	219	219	219	224	224	224	224
Marketing & Events	142	142	142	142	142	142	142	142	142	142	146	146	146	146
Agent Fees	49	49	49	49	49	49	49	49	49	49	50	50	50	50
Centre Consumables	525	525	525	525	525	525	525	525	525	525	538	538	538	538
Bank Charges	53	53	53	53	53	53	53	53	53	53	54	54	54	54
External Business Support	438	438	438	438	438	438	438	438	438	438	438	449	449	449
Fee per sqft of Net Internal Area - Managed Space	2,762	2,762	2,762	2,762	2,762	2,762	2,762	2,762	2,762	2,762	2,762	2,831	2,831	2,831
Management Fee - % of Total Revenue	1,241	1,241	1,241	1,241	1,241	1,241	1,241	1,241	1,241	1,241	1,241	1,273	1,273	1,273
TOTAL OPERATING PAYMENTS	21,590	21,590	21,590	21,590	21,590	21,590	21,590	21,590	21,590	21,781	21,900	22,139	22,139	22,139
VAT	1,690	1,690	1,690	1,690	1,690	1,690	1,690	1,690	1,690	1,699	1,720	1,734	1,734	1,734
PAYMENTS TO HMRC	3,825	3,825	3,825	3,825	3,825	3,825	3,825	3,825	3,825	3,825	3,930	3,939	3,926	3,926
TOTAL PAYMENTS	27,104	27,104	27,104	27,104	27,104	27,104	27,104	27,104	27,104	27,305	27,550	27,812	27,798	27,798

NET CASHFLOW MOVEMENT	5,983	5,983	5,983	5,983	5,983	5,983	5,983	5,983	5,983	6,702	6,408	6,146	6,160	6,160
CASH BALANCE / WORKING CAPITAL REQUIREMENT	3,320	9,303	15,287	21,270	27,253	33,236	39,220	45,203	51,186	57,889	64,296	70,442	76,602	82,762

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	42	43	44	45	46	47	48	49	50	51	52	53	54	55
	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21
RECEIPTS														
Licence Fees	9,568	9,568	9,568	9,568	9,568	9,568	9,568	9,807	9,807	9,807	9,807	9,807	9,807	9,807
Dedicated Hotdesks	3,392	3,392	3,392	3,392	3,392	3,392	3,392	3,477	3,477	3,477	3,477	3,477	3,477	3,477
Drop in Hotdesks	6,397	6,397	6,397	6,397	6,397	6,397	6,397	6,397	6,397	6,397	6,397	6,397	6,397	6,397
Events	2,468	2,468	2,468	2,468	2,468	2,468	2,468	2,468	2,468	2,468	2,468	2,468	2,468	2,468
Car Parking	763	763	763	763	763	763	763	763	763	763	763	763	763	763
Virtual Income	862	862	862	862	862	862	862	883	883	883	883	883	883	883
Room / equipment hire	2,813	2,813	2,813	2,813	2,813	2,813	2,813	2,813	2,884	2,884	2,884	2,884	2,884	2,884
Catering	563	563	563	563	563	563	563	563	577	577	577	577	577	577
Telephone	490	490	490	490	490	490	490	490	502	502	502	502	502	502
Internet	592	592	592	592	592	592	592	592	607	607	607	607	607	607
Carriage & Postage	316	316	316	316	316	316	316	316	324	324	324	324	324	324
Misc. Services	76	76	76	76	76	76	76	76	78	78	78	78	78	78
TOTAL RECEIPTS EXCLUDING VAT	28,298	28,298	28,298	28,298	28,298	28,298	28,298	28,644	28,765	28,765	28,765	28,765	28,765	28,765
VAT	5,660	5,660	5,660	5,660	5,660	5,660	5,660	5,729	5,753	5,753	5,753	5,753	5,753	5,753
TOTAL RECEIPTS INCLUDING VAT	33,958	33,958	33,958	33,958	33,958	33,958	33,958	34,372	34,518	34,518	34,518	34,518	34,518	34,518
Deposits Received	0	0	0	0	0	0	0	239	0	0	0	0	0	0
TOTAL RECEIPTS	33,958	33,958	33,958	33,958	33,958	33,958	33,958	34,612	34,518	34,518	34,518	34,518	34,518	34,518
COMMENTS														
OPERATING PAYMENTS														
Total Rates Payable	3,685	3,685	3,685	3,685	3,685	3,685	3,685	3,685	3,685	3,685	3,685	3,685	3,685	3,685
Maintenance	1,623	1,623	1,623	1,623	1,623	1,623	1,623	1,623	1,664	1,664	1,664	1,664	1,664	1,664
Security	212	212	212	212	212	212	212	217	217	217	217	217	217	217
Gas	318	318	318	318	318	318	318	326	326	326	326	326	326	326
Electricity	1,965	1,965	1,965	1,965	1,965	1,965	1,965	2,014	2,014	2,014	2,014	2,014	2,014	2,014
Water	224	224	224	224	224	224	224	229	229	229	229	229	229	229
Cleaning (common areas)	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,025	1,025	1,025	1,025	1,025	1,025	1,025
Catering	500	500	500	500	500	500	500	500	513	513	513	513	513	513
Telephone & Fax	518	518	518	518	518	518	518	518	531	531	531	531	531	531
Internet Charges	449	449	449	449	449	449	449	460	460	460	460	460	460	460
Carriage & Postage	281	281	281	281	281	281	281	281	288	288	288	288	288	288
Misc. Services	76	76	76	76	76	76	76	76	78	78	78	78	78	78
Management Charges (staff costs)	5,498	5,498	5,498	5,498	5,498	5,498	5,498	5,498	5,498	5,632	5,632	5,632	5,632	5,632
Staff travel	54	54	54	54	54	54	54	54	55	55	55	55	55	55
Staff training & recruitment	90	90	90	90	90	90	90	90	92	92	92	92	92	92
Small Equipment Purchases	33	33	33	33	33	33	33	33	34	34	34	34	34	34
Office Supplies	50	50	50	50	50	50	50	50	51	51	51	51	51	51
Computer consumables / software licences	224	224	224	224	224	224	224	224	230	230	230	230	230	230
Marketing & Events	146	146	146	146	146	146	146	146	149	149	149	149	149	149
Agent Fees	50	50	50	50	50	50	50	50	51	51	51	51	51	51
Centre Consumables	538	538	538	538	538	538	538	538	552	552	552	552	552	552
Bank Charges	54	54	54	54	54	54	54	54	55	55	55	55	55	55
External Business Support	449	449	449	449	449	449	449	449	449	460	460	460	460	460
Fee per sqft of Net Internal Area - Managed Space	2,831	2,831	2,831	2,831	2,831	2,831	2,831	2,831	2,831	2,901	2,901	2,901	2,901	2,901
Management Fee - % of Total Revenue	1,273	1,273	1,273	1,273	1,273	1,273	1,273	1,273	1,273	1,294	1,294	1,294	1,294	1,294
TOTAL OPERATING PAYMENTS	22,139	22,139	22,139	22,139	22,139	22,139	22,139	22,243	22,349	22,586	22,586	22,586	22,586	22,586
VAT	1,734	1,734	1,734	1,734	1,734	1,734	1,734	1,744	1,763	1,777	1,777	1,777	1,777	1,777
PAYMENTS TO HMRC	3,926	3,926	3,926	3,926	3,926	3,926	3,926	3,926	3,985	3,990	3,976	3,976	3,976	3,976
TOTAL PAYMENTS	27,798	27,798	27,798	27,798	27,798	27,798	27,798	27,912	28,097	28,353	28,339	28,339	28,339	28,339
NET CASHFLOW MOVEMENT	6,160	6,160	6,160	6,160	6,160	6,160	6,160	6,700	6,421	6,165	6,179	6,179	6,179	6,179
CASH BALANCE / WORKING CAPITAL REQUIREMENT	88,921	95,081	101,240	107,400	113,560	119,719	125,879	132,579	139,000	145,164	151,343	157,522	163,701	169,880

Commercial-in-Confidence
 Ashton Old Baths
 Financial Model - Detailed Cashflow

56	57	58	59	60	60 MONTHS
May-21	Jun-21	Jul-21	Aug-21	Sep-21	

RECEIPTS						
Licence Fees	9,807	9,807	9,807	9,807	9,807	533,888
Dedicated Hotdesks	3,477	3,477	3,477	3,477	3,477	180,489
Drop in Hotdesks	6,397	6,397	6,397	6,397	6,397	325,722
Events	2,468	2,468	2,468	2,468	2,468	132,350
Car Parking	763	763	763	763	763	40,783
Virtual Income	883	883	883	883	883	42,833
Room / equipment hire	2,884	2,884	2,884	2,884	2,884	148,977
Catering	577	577	577	577	577	29,795
Telephone	502	502	502	502	502	26,674
Internet	607	607	607	607	607	32,251
Carriage & Postage	324	324	324	324	324	17,217
Misc. Services	78	78	78	78	78	4,122
TOTAL RECEIPTS EXCLUDING VAT	28,765	28,765	28,765	28,765	28,765	1,515,102
VAT	5,753	5,753	5,753	5,753	5,753	303,020
TOTAL RECEIPTS INCLUDING VAT	34,518	34,518	34,518	34,518	34,518	1,818,122
Deposits Received	0	0	0	0	0	9,807
TOTAL RECEIPTS	34,518	34,518	34,518	34,518	34,518	1,827,929
PAYMENTS						
OPERATING PAYMENTS						
Total Rates Payable	3,685	3,685	3,685	3,685	3,685	211,558
Maintenance	1,664	1,664	1,664	1,664	1,664	75,105
Security	217	217	217	217	217	12,402
Gas	326	326	326	326	326	18,604
Electricity	2,014	2,014	2,014	2,014	2,014	115,066
Water	229	229	229	229	229	13,091
Cleaning (common areas)	1,025	1,025	1,025	1,025	1,025	58,567
Catering	513	513	513	513	513	26,485
Telephone & Fax	531	531	531	531	531	28,915
Internet Charges	460	460	460	460	460	26,282
Carriage & Postage	288	288	288	288	288	15,304
Misc. Services	78	78	78	78	78	4,122
Management Charges (staff costs)	5,632	5,632	5,632	5,632	5,632	348,505
Staff travel	55	55	55	55	55	6,299
Staff training & recruitment	92	92	92	92	92	6,164
Small Equipment Purchases	34	34	34	34	34	1,894
Office Supplies	51	51	51	51	51	2,870
Computer consumables / software licences	230	230	230	230	230	15,411
Marketing & Events	149	149	149	149	149	39,598
Agent Fees	51	51	51	51	51	2,870
Centre Consumables	552	552	552	552	552	30,986
Bank Charges	55	55	55	55	55	3,099
External Business Support	460	460	460	460	460	25,362
Fee per sqft of Net Internal Area - Managed Space	2,901	2,901	2,901	2,901	2,901	159,997
Management Fee - % of Total Revenue	1,294	1,294	1,294	1,294	1,294	65,814
TOTAL OPERATING PAYMENTS	22,586	22,586	22,586	22,586	22,586	1,314,370
VAT	1,777	1,777	1,777	1,777	1,777	110,331
PAYMENTS TO HMRC	3,976	3,976	3,976	3,976	3,976	202,453
TOTAL PAYMENTS	28,339	28,339	28,339	28,339	28,339	1,627,154
NET CASHFLOW MOVEMENT	6,179	6,179	6,179	6,179	6,179	200,776
CASH BALANCE / WORKING CAPITAL REQUIREMENT	176,060	182,239	188,418	194,597	200,776	

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