

# **Bolton Council**

## **MEETING OF THE COUNCIL**

**23<sup>rd</sup> June 2021**

## **THE CABINET AND EXECUTIVE CABINET MEMBER MEETINGS**





## BOLTON METROPOLITAN BOROUGH

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Cabinet – 8 <sup>th</sup> March and 12 <sup>th</sup> April 2021	AA
Executive Cabinet Member – Leader – 9 <sup>th</sup> and 29 <sup>th</sup> March and 6 <sup>th</sup> and 14 <sup>th</sup> April 2021	BB
Executive Cabinet Member – Deputy Leader – 15 <sup>th</sup> and 31 <sup>st</sup> March and 19 <sup>th</sup> and 27 <sup>th</sup> April 2021	CC
Executive Cabinet Member for Children’s Services – 8 <sup>th</sup> March and 12 <sup>th</sup> and 26 <sup>th</sup> April 2021	DD
Executive Cabinet Member for Environmental Regulatory Services – 15 <sup>th</sup> March 2021	EE
Executive Cabinet Member for Environmental Services Delivery – 15 <sup>th</sup> March 2021	FF
Executive Cabinet Member for Highways and Transport – 15 <sup>th</sup> March 2021	GG
Executive Cabinet Member for Wellbeing – 12 <sup>th</sup> April and 4 <sup>th</sup> May 2021	HH
Executive Cabinet Member for Adult Social Care – 8 <sup>th</sup> March and 12 <sup>th</sup> April 2021	JJ
Executive Cabinet Member for Strategic Housing and Planning – 9 <sup>th</sup> March 2021	KK
Executive Cabinet Member for Stronger Communities – 9 <sup>th</sup> March and 6 <sup>th</sup> April 2021	LL



**TONY OAKMAN**  
Chief Executive  
Town Hall, Bolton

16<sup>th</sup> June 2021



**THE CABINET**

**MEETING, 8<sup>TH</sup> MARCH, 2021**

Councillor Greenhalgh	Leader's Portfolio
Councillor Cox	Deputy Leader's Portfolio
Councillor Haslam	Highways and Transport
Councillor Muslim	Stronger Communities
Councillor Warren	Environmental Service Delivery
Councillor Morgan	Adult Social Care
Councillor Baines	Wellbeing
Councillor Mrs. Fairclough	Environmental Regulatory Services
Councillor Galloway	Children's Services
Councillor Hewitt	Strategic Housing and Planning

Other Members in Attendance

Councillor Dean  
Councillor Radcliffe  
Councillor Peel  
Councillor Zaman  
Councillor Donaghy  
Councillor Haworth  
Councillor Hayes  
Councillor Allen  
Councillor Sanders  
Councillor McMulkin (as deputy for Councillor Ismail)

Officers

Ms. S. Johnson	Deputy Chief Executive
Mr. G. Brough	Director of Place - Development
Mr. J. Dyson	Director of Place - Services
Ms. B. Brown	Director of Children's Services
Ms. H. Gorman	Borough Solicitor

Ms. K. Hopkins	Assistant Director Neighbourhoods, Regulatory Services, Libraries and Museums
Mr. A. Chalmers	Principal Development Officer
Ms. C. Greenen	Environmental Health Officer
Mrs. V. Ridge	Democratic Services Manager

Apologies for absence were submitted on behalf of Councillors Brady, Hornby, Ismail and Walsh.

Councillor Greenhalgh in the Chair.

### **33. MINUTES**

The minutes of the proceedings of the meeting of the Cabinet held on 8<sup>th</sup> February, 2021 were submitted and signed as a correct record.

### **34. NEVER STANDING STILL ANNUAL REPORT OF BOLTON SAFEGUARDING CHILDREN PARTNERSHIP**

The Executive Cabinet Member for Children's Services and the Director of Children's Services submitted a report which provided an overview of the statutory partners local safeguarding arrangements and the effectiveness of the arrangements in practice.

A copy of the Bolton Safeguarding Children Partnership Never Standing Still October, 2019 – September, 2020 was appended to the report and contained information in relation to the following, viz:-

- Partnership Vision;
- A welcome statement from the partners;
- The development stages of the partnership;
- The four local priorities which were neglect; exploitation; thresholds; and domestic abuse;
- Assurance areas;
- Workforce development;
- Learning from reviews;

- Scrutiny and assurance; and
- Plans for the coming year 2021-2022

**Resolved – That the report be noted and thanks be extended to officers and partners for a very comprehensive report.**

### **35. GM CLEAN AIR PLAN: CONSULTATION**

The Executive Cabinet Member for Environmental Services Delivery and the Director of Place submitted a report which set out the progress that had been made on the development of Greater Manchester's Clean Air Plan following a public consultation on proposals that were developed pre-Covid-19 and the link to taxi and private hire common minimum licensing standards.

Information was provided in the report in relation to the following areas, viz:-

- Covid-19: The Impact on Air Quality;
- Covid-19: Economic Impacts and Building Back Better;
- Progress on Clean Air since the last update;
- Clean Air Zone Preparatory Arrangements;
- Consultation process on Clean Air;
- The governance arrangements for Clean Air;
- Minimum Licensing Standards and the GM Clean Air Plan; and
- Consultation process on Minimum Licensing Standards; and
- The next steps.

Members were also advised that it was proposed that for the Greater Manchester Clean Air Plan a final plan would be brought forward for decision makers as soon as it was reasonably practicable and no later than summer 2021 and at this time the outputs of the Minimum Licensing Standards consultation would also be reported.

**Resolved – (i) That the progress made on the Greater Manchester (GM) Clean Air Plan be noted.**

**(ii) That the next steps for the development of the Clean Air Plan and Minimum Licensing Standards, as detailed in Section 10 of the report, be noted.**

**(iii) That the distribution of Bus Retrofit which commenced in December, 2020 be noted.**

**(iv) That it be noted that Government ministers have agreed to consider extending GM Clean Air Zone (CAZ) charges to the sections of the A628/A57 which form part of the Strategic Road Network, within the proposed CAZ boundary, subject to the outcomes of an assessment, which is expected to be completed by early 2021.**

**(v) That it be noted that the GM Clean Air Plan is required to take action to tackle nitrogen dioxide exceedances until compliance with the legal limits has been demonstrated and that the nearer term influence of Covid-19 on air quality is not expected to lead to sufficiently long-term reductions in pollution such that the exceedances of the legal limits of nitrogen dioxide will not occur without implementing a Clean Air Zone.**

**(vi) That it be noted that the GM Clean Air Plan final plan will be brought forward for decision makers as soon as is reasonably practicable and no later than summer 2021.**

**(vii) That it be noted that the outputs of the Minimum Licensing Standards will be reported alongside the GM Clean Air Plan as soon as is reasonably practicable and no later than summer 2021.**

**(viii) That full Council, at its meeting on 17<sup>th</sup> March, 2021 be recommended to:-**

- a) Agree to the establishment of joint committees and to delegate to those committees the Authority's functions as set out in the report at paragraph 8.5**



**and the terms of reference as set out in Appendix 6 to the report;**

- b) Agree to appoint the Executive Cabinet Member for Environmental Service Delivery to sit on both committees for purposes as set out in the report at paragraph 8.5 with specific terms of reference as set out in Appendix 6 to the report; and**
- c) Agree to appoint the Executive Cabinet Member for Children's Services as substitute for both committees for purposes as set out in the report at paragraph 8.5 with specific terms of reference as set out in Appendix 6 to the report.**

**(ix) That Bolton Council agrees to enter into a collaboration agreement with the other nine GM Local Authorities and GMCA/TfGM to clarify amongst other matters the rights, responsibilities and obligations of the authorities in relation to those contracts as set out in Appendix 2 to the report that are required to maintain delivery momentum in line with the Government's Joint Air Quality Unit (JAQU) funding agreements.**

**(x) That the Director of Place be given delegated authority to agree the final form of the collaboration agreement.**

**(xi) That the Director of Place be given delegated authority to award the contracts set out in Appendix 2 to the report (subject to government funding) that are required to implement a charging Clean Air Zone in Spring 2022 to ensure the achievement of Nitrogen Dioxide compliance in the shortest possible time and by 2024 at the latest as required by the Ministerial Direction.**

**(xii) That the Director of Place be given delegated authority to approve the submission of supplementary information to the Government's Joint Air Quality Unit (JAQU).**

**36. ESTABLISHMENT OF A JOINT COMMITTEE TO  
PREPARE A DEVELOPMENT PLAN ON BEHALF OF  
THE NINE DISTRICTS**

The Executive Cabinet Member for Strategic Housing and Planning and the Director of Place submitted a report which sought members approval for Bolton's involvement in the preparation of a joint plan of the nine GM districts, to be known as 'Places for Everyone', following Stockport's withdrawal in December from the Greater Manchester Spatial Framework and also recommended to Council the establishment of a new joint committee and delegation of powers to it.

The report set out the rationale and scope of the plan, processes for which approval was being sought including the setting up a joint committee, implications for the council's Local Development Scheme and Statement of Community Involvement and the interrelationship with Stockport and the joint Development Plan Document (DPD).

**Resolved – That, Council at its meeting on 17<sup>th</sup> March, 2021 be recommended to:-**

- (i) Approve a new joint committee under Part VI of the Local Government Act 1972 along with Bury Council, Manchester City Council, Oldham Council, Rochdale Borough Council, Salford Council, Tameside Metropolitan Borough Council, Trafford Borough Council and Wigan Council;**
- (ii) Delegate authority to the joint committee to prepare, adopt and implement a joint development plan document to cover strategic policies including housing and employment land requirements and, as appropriate, strategic site allocations and Green Belt boundary amendments and associated infrastructure across the nine districts insofar as such matters are executive functions;**
- (iii) Agree the district lead Member for the joint committee and a nominated deputy to attend and vote as necessary; and**

- (iv) **Note that a further report will be brought to full Council seeking approval to submit the joint development plan document to the Secretary of State for independent examination.**

### **37. EXCLUSION OF PRESS AND PUBLIC**

**Resolved – That, in accordance with Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as specified in paragraph 3 of Part 1 of Schedule 12A to the Act; and that it be deemed that, in all the circumstances of the case, the public interest in their exemption outweighs the public interest in their disclosure.**

### **38. GROUNDWORK BOLTON, BURY, OLDHAM AND ROCHDALE**

The Director of Place submitted a report which sought member's approval of the proposal from Groundwork BBOR (Bolton, Bury, Oldham and Rochdale) to merge with Groundwork MSSTT (Manchester, Salford, Stockport, Tameside and Trafford).

**Resolved – (i) That the proposed merger of Groundwork BBOR (Bolton, Bury, Oldham and Rochdale) with Groundwork MSSTT (Manchester, Salford, Stockport, Tameside and Trafford), as detailed in the report, be agreed.**

**(ii) That it be agreed that the revised articles of association be adopted.**

**(iii) That the Borough Solicitor be given delegated authority to complete the legal formalities.**

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**THE CABINET**

**MEETING, 12<sup>TH</sup> APRIL, 2021**

Councillor Greenhalgh	Leader's Portfolio
Councillor Cox	Deputy Leader's Portfolio
Councillor Haslam	Highways and Transport
Councillor Muslim	Stronger Communities
Councillor Warren	Environmental Service Delivery
Councillor Morgan	Adult Social Care
Councillor Baines	Wellbeing
Councillor Mrs. Fairclough	Environmental Regulatory Services
Councillor Galloway	Children's Services

Other Members in Attendance

Councillor Dean  
Councillor Radcliffe  
Councillor Walsh  
Councillor Peel  
Councillor Zaman  
Councillor Donaghy  
Councillor Haworth  
Councillor Hayes  
Councillor Allen  
Councillor Sanders  
Councillor Brady  
Councillor Gibbon (as deputy for Councillor Hornby)

Officers

Mr. T. Oakman	Chief Executive
Ms. S. Johnson	Deputy Chief Executive
Mr. G. Brough	Director of Place - Development

Mr. P. Rimmer	Assistant Director Revenues and Benefits
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Mrs. V. Ridge	Democratic Services Manager
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Apologies for absence were submitted on behalf of Councillors Hewitt and Hornby.

Councillor Greenhalgh in the Chair.

### **39. MINUTES SILENCE**

The Leader of the Council referred to the sad passing of His Royal Highness The Prince of Philip, Duke of Edinburgh, Honorary Freeman of the Borough Robert Howarth and former Mayoress Mrs Delyse Critchley.

Members observed a minutes silence in their memory.

### **40. MINUTES**

The minutes of the proceedings of the meeting of the Cabinet held on 8<sup>th</sup> March, 2021 were submitted and signed as a correct record.

### **41. EXCLUSION OF PRESS AND PUBLIC**

**Resolved – That, in accordance with Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as specified in paragraph 1 of Part 1 of Schedule 12A to the Act; and that it be deemed that, in all the circumstances of the case, the public interest in their exemption outweighs the public interest in their disclosure.**

**42. REVIEW OF THE CUSTOMER SERVICES DEVISION, REVENUES AND BENEFITS SERVICE AND DOCUMENT SOLUTIONS TEAM**

The Executive Cabinet Member for Stronger Communities and the Deputy Chief Executive submitted a report which set out the results of consultation on proposals to review the Customer Services, Division, Revenues and Benefits Service and Document Solutions Team, to take into account a reduction in funding from 2021 onwards and sought member's approval to implement the final proposals.

The report outlined the proposals and advised that these had been subject to consultation from January, 2021. Appendix 3 to the report set out a summary of the key consultation issues which had been raised, together with, the response from management. A copy of the formal trade union response to the proposals was detailed in Appendix 4 to the report.

A copy of the relevant Equality Impact Assessment had been undertaken and was detailed in Appendix 5 to the report.

**Resolved – (i) That, having due regard to the consultation feedback and the Equality Impact Assessment, the proposals in relation to the review of the Customer Services Division, Revenues and Benefits Service and Document Solutions Team be approved.**

**(ii) That, subject to the approval of the Head of Paid Service, implementation of the new structure, including details of voluntary redundancy arrangements and consequential redundancy selection, be delegated to the Chief Executive and the Deputy Chief Executive.**

## **LEADER**

A record of decisions made by the Executive Cabinet Member with responsibility for Strategy, External Relations, Strategic Budget, Public Service Reform, Partnerships with Public, Private and Voluntary Sectors at a Strategic Level, Corporate Support Services, Financial Services and Budget Development, Registration Services and the Coroner's Service:-

### **TUESDAY, 9<sup>th</sup> MARCH, 2021**

Following consideration of the matters detailed below in the presence of:-

- |                       |                                     |
|-----------------------|-------------------------------------|
| Councillor Greenhalgh | - Executive Cabinet Member – Leader |
| Councillor Peel       | - Major Opposition Spokesperson     |
| Councillor Hayes      | - Minor Opposition Spokesperson     |
| Councillor Sanders    | - Minor Opposition Spokesperson     |
| Councillor Allen      | - Minor Opposition Spokesperson     |

#### **Officers**

- |                   |   |
|-------------------|---|
| Ms. S. Johnson    | - Deputy Chief Executive                                      |
| Ms. H. Gorman     | - Borough Solicitor   |
| Mr. A. Williamson | - Assistant Director Transformation                           |
| Mr. P. Rimmer     | - Assistant Director Revenues, Benefits and Customer Services |
| Mr. T. Brien      | - Head of ICT Service Delivery Management Team                |
| Ms. J. Pollard    | - Head of Strategic Finance                                   |
| Mr. T. Glennon    | - Head of Finance - Corporate                                 |
| Mrs. V. Ridge     | - Democratic Services Manager                                 |

#### **40. MONITORING OF EXECUTIVE CABINET MEMBER DECISIONS**

The Borough Solicitor submitted a report which provided an update on decisions taken at previous meetings of the Executive Cabinet Member.

**The Executive Cabinet Member NOTED the report.**

#### **41. DIRECTORATE OF CORPORATE RESOURCES – BUDGET REPORT 2021/2022**

A joint report of the Deputy Chief Executive and the Director of Place was submitted which represented the final stage of the Corporate Business Planning Process (CBPP) for 2021/2022 and it detailed the changes between the 2020/2021 and the 2021/2022 revenue budget for the Directorate of Corporate Resources.

The Executive Cabinet Member was advised that the controllable CBPP revenue budget for the Directorate of Corporate Resources, before the implementation of strategic budget options, amounted to £27.831 million and within this Directorate, the controllable CBPP revenue budget for the Executive Cabinet Member Leaders portfolio, before the implementation of strategic budget options, amounted to £25.12 million.

In terms of the proposed budget, the total net revenue budget for the Directorate of Corporate Resources, after the implementation of strategic budget options, amounted to £14.191 million. It was also stated that at the February budget meeting of Council budget reductions of £36.5 million were allocated to Directorates and this equated to £7.431 million for the Directorate of Corporate Resources and the Corporate centre.

Appendix D to the report provided a summary of the options for 2021/2022 and further details of the options were provided in the report which amounted to £3.313 million.



Appendix E to the report also detailed the total capital programme for the Directorate of Corporate Resources.

**The Executive Cabinet Member NOTED –**

- (i) The controllable revenue budget for the Executive Cabinet Member Leaders Portfolio before the implementation of strategic budget options, amounted to £25.12 million;**
- (ii) The capital programme as outlined in Appendix E to the report;**
- (iii) The allocated directorate and corporate savings options of £7,431,000 as outlined in Appendix D to the report; and APPROVED -**
- (iv) The identified savings of £3.113 million as set out in section 5.1 of the report.**

**42. TREASURY MANAGEMENT OUTTURN REPORT FOR QUARTER 3 2020/2021**

The Deputy Chief Executive submitted a report that explained that the treasury management outturn report was a requirement of the Council's reporting procedures. It covered the treasury management activity during the third quarter of 2020/2021 and the associated outturn Prudential Indicators for 2020/2021.

**The Executive Cabinet Member NOTED the report.**

**43. AGGREGATE FINANCIAL MONITOR – QUARTER THREE 2020/2021**

The Deputy Chief Executive submitted a report which advised the Executive Cabinet Member of the outcome of the third quarter Aggregate Financial Monitoring exercise for 2020/2021.

The Executive Cabinet Member was advised that in terms of revenue expenditure, the outturn position was in line with the budget set in February, 2020 and capital expenditure for the 2020/2021 financial year was projected at £90.425 million.

With regard to capital prudential indicators, these were within the range approved by Council in February, 2020 and the General Fund Balances remained at £10.7 million which was in line with the Director of Corporate Resources Guidance.

The report also advised that there was a £23.7 million savings target built into the two-year budget for 2019/2021 and £21.278 million had been delivered as at quarter three 2020/2021.

**The Executive Cabinet Member NOTED the report.**

#### **44. DEPRIVATION AND INEQUALITIES BUDGET 2021/2022**

The Deputy Chief Executive submitted a report which set out the proposed Deprivation and Inequalities budget for 2021-2022.

The report outlined in detail the work which had been undertaken since the Welfare Reform Act 2012 came into force, together with, the services which had received funding for 2013 to 2018. It was also stated that Bolton Council had continued to provide these services through 2018/2019, 2019/2020 and 2020/2021 from existing budgets created by using Local Welfare Provision (LWP) reserves.

In terms of future service provision for 2021/2022, it was stated that the budget provided funding until 31st March, 2022.

The Executive Cabinet Member was advised that the following services were funded by budgets that sat outside the ring-fenced budget and consequently would continue to be funded in 2021/2022.

<b>Service</b>	<b>Budget</b>	<b>Details</b>
Local Welfare Provision	£400K per annum	Ring fenced budget - part of the mainstream Revs & Bens budget.

## BB5

Discretionary Housing Payments	To be announced	Ring fenced budget - Government funded – reviewed annually
Local Council Tax Reduction Fund	£300K per annum	Ring fenced budget – part of the Revs & Bens mainstream budget
Visiting Team Welfare Rights Service	Part of the mainstream Revs & Bens budget Part of the mainstream Revs and Bens budget	

The report also set out the estimated annual costs of delivering the offer in 2021/2022 which were as follows:-

<b>Service</b>	<b>Required Budget</b>	<b>Details</b>
Money Skills Service	£29,157 £67,418 £20,000	Money Advisors (1) CAB placements (2) Additional Management costs
The Welfare Rights Service	£21,170	Part Time Welfare Rights Officer
Urban Outreach food bank	£30,000	Administration costs (LWP support)
Furnished Tenancy Team	£25,000	Administration costs (LWP support)
The Well (Trussel Trust)	£13,000	Administration costs (LWP support)
Bolton Community Transport	£5,000	LWP support
<b>Total</b>	<b>£210,475</b>	

Finally, the Executive Cabinet Member was advised that Meritec provided specialised staffing resources to support the delivery of the anti-poverty programme of work and the NEPRO framework allowed a direct award to a specific supplier. It was therefore proposed that the services of Meritec be contracted through the Bloom (NEPRO) framework for the following resources, viz

Welfare Rights Officer	£21,157.17 exc VAT
Money Skills Advisor	£29,157.17 exc VAT

### **The Executive Cabinet Member AGREED –**

- (i) The Deprivation and Inequalities Budget for 2021/2022;**
- (ii) To give a direct award to Meritec under the Bloom (NEPRO) framework to deliver services for the financial year 2021/2022 to support the Council's Deprivation and Inequalities programme of work; and AUTHORISED –**
- (iii) The use of the Local Welfare Provision reserves to create the budget.**

## **45. CORPORATE ICT ACCEPTABLE USE POLICY**

The Deputy Chief Executive submitted a report which sought the Executive Cabinet Member's approval of the Corporate ICT Acceptable Use Policy.

The Executive Cabinet Member was advised that the Corporate ICT Acceptable Use Policy was a key policy document that defined how Council staff and members should use Council ICT services and technology infrastructure. It aimed to ensure the security of the corporate ICT network, as well as the systems, devices and applications that people used and ultimately the policy was designed to protect the data and information contained within the Council's systems.

The report advised that the policy had been updated to reflect the changes in technology that had been made and acknowledged the greater move to agile and remote working.

In conclusion, it was stated that the policy aimed to rationalise and centralise several old ICT policies and would replace the existing Acceptable Use Policies, ICT Security Telecommunications Policy and the ICT Security Workstations Policy.

A copy of the proposed ICT Acceptable Use Policy was detailed in Appendix A to the report.

**The Executive Cabinet Member APPROVED the Corporate ICT Acceptable Use Policy as detailed in the report.**

### **CONFIDENTIAL ITEM**

**The background papers and report in relation to the following item were considered confidential as defined in paragraph 3 of Schedule 12A of the Local Government Act 1972 and that it be deemed that, in all the circumstances of the case, the public interest in their exemption outweighs the public interest in their disclosure.**

#### **46. WRITE-OFF OF UNCOLLECTABLE DEBT**

The Deputy Chief Executive submitted a report which sought the Executive Cabinet Member's approval to the write-off of uncollectable debt as detailed in the report.

**The Executive Cabinet Member APPROVED the write-off of uncollectable debt as set out in the attached schedule.**

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### **LEADER**

A record of decisions made by the Executive Cabinet Member with responsibility for Strategy, External Relations, Strategic Budget, Public Service Reform, Partnerships with Public, Private and Voluntary Sectors at a Strategic Level, Corporate Support Services, Financial Services and Budget Development, Registration Services and the Coroner's Service:-

## **MONDAY 29<sup>TH</sup> MARCH, 2021**

Following consideration of the matters detailed below in the presence of:-

Councillor Greenhalgh	- Executive Cabinet Member – Leader
Councillor Peel	- Major Opposition Spokesperson
Councillor Hayes	- Minor Opposition Spokesperson
Councillor Allen	- Minor Opposition Spokesperson
Councillor Brady	- Minor Opposition Spokesperson
Councillor Hornby	- Minor Opposition Spokesperson

### **Officers**

Ms. H. Gorman	- Borough Solicitor
Mr. P. Rimmer	- Assistant Director Revenues, Benefits and Customer Services
Ms. J. Pollard	- Head of Strategic Finance
Mrs. V. Ridge	- Democratic Services Manager

## **47. RISK BASED VERIFICATION – REVENUES AND BENEFITS**

The Deputy Chief Executive submitted a report which sought the Executive Cabinet Member's approval to revoke the Risk Based Verification policy as from 31<sup>st</sup> March, 2021 and also to agree the recommended process for gathering evidence in support of Housing Benefit and Council Tax Support claims as from 1<sup>st</sup> April, 2021.

By way of background, the Executive Cabinet Member was advised that Housing Benefit and Council Tax Support regulations required local authorities to obtain information which allowed an accurate assessment of a customer's entitlement to benefit to be made. This included gathering evidence of their identity, income, savings and rent. It also

placed the same burden of proof on all customers irrespective of their circumstances, however, apart from a national insurance number, the regulations did not specify what evidence was required.

In view of the above the report stated that in 2011, the Department for Work and Pensions(DWP) allowed local authorities to determine the level of evidence required in support of a benefit claim via the implementation of Risk Based Verification software. As a result the amount of correspondence required with customers to verify evidence provided in support of their application for Housing Benefit and in the chasing up and scanning of that evidence had reduced.

The Executive Cabinet Member was also advised that Universal Credit was fully rolled out in Bolton from November, 2018 and from this date, the majority of new working age claims for help towards rent now needed to be made via Universal Credit. It was explained that this initially resulted in a gradual decline in the Housing Benefit caseload and furthermore, due to the financial impact of Covid-19, the increased rate at which customers were now claiming Universal Credit and improved data sharing methods that were now in place with the DWP and HMRC, there was a reduced need and demand for Risk Based Verification. Consequently, Risk Based Verification was no longer a cost-effective method for the verification of claims and, therefore, it was proposed that the current Risk Based Verification policy be revoked from 30<sup>th</sup> March, 2021 and a new verification procedure adopted which mirrored existing arrangements for customers reporting a change in circumstances.

The report advised that in terms of the new verification procedure it was proposed that all Housing Benefit new claims and changes in circumstances would be assessed from 1<sup>st</sup> April, 2021 in accordance with Regulation 86 of Housing Benefit Regulations 2006 and details of this were provided in the report. It was also stated that this was mirrored in the Council Tax Support Scheme's for both working age and pension age customer.

The Executive Cabinet Member was also informed that, although there was no requirement for the Revenues and Benefits Service to have a Risk Based Verification Policy, the Authority must have a clear and robust process in place for gathering evidence of identify, income, savings and rent in support of a Housing Benefit and/or Council Tax Support claim, so that auditors could assess compliance against this guidance. In view of this, a policy outlining Bolton Council's proposed approach for evidence requirements to be adopted from 1<sup>st</sup> April, 2021 was set out in Appendix 1 to the report which would also be shared with external auditors as appropriate.

In terms of the financial implications, the Executive Cabinet Member was informed that the cost of adopting a new verification process from 1<sup>st</sup> April, 2021 would be absorbed within the existing service budget at no extra cost.

**The Executive Cabinet Member AGREED –**

- (i) That Housing Benefit is no longer processed using the Risk Based Verification Policy with effect from 1<sup>st</sup> April, 2021; and**
- (ii) That Housing Benefit continues to be processed in accordance with Regulation 86 of the Housing Benefit Regulations 2006 using real time information provided by the Department for Work and Pensions and HMRC.**

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**LEADER**

A record of decisions made by the Executive Cabinet Member with responsibility for Strategy, External Relations, Strategic Budget, Public Service Reform, Partnerships with Public, Private and Voluntary Sectors at a Strategic Level, Corporate Support Services, Financial Services and Budget Development, Registration Services and the Coroner's Service:-

**TUESDAY 6<sup>TH</sup> APRIL, 2021**



Following consideration of the matters detailed below in the presence of:-

Councillor Greenhalgh	- Executive Cabinet Member – Leader
Councillor Zaman	- Major Opposition Spokesperson
Councillor Hayes	- Minor Opposition Spokesperson
Councillor Sanders	- Minor Opposition Spokesperson
Councillor Allen	- Minor Opposition Spokesperson
Councillor Brady	- Minor Opposition Spokesperson
Councillor Hornby	- Minor Opposition Spokesperson

**Officers**

Ms. S. Johnson	- Deputy Chief Executive
Ms. H. Gorman	- Borough Solicitor
Mr. P. Rimmer	- Assistant Director Revenues, Benefits and Customer Services
Mrs. V. Ridge	- Democratic Services Manager

**48. MONITORING OF EXECUTIVE CABINET MEMBER DECISIONS**

The Borough Solicitor submitted a report which provided an update on decisions taken at previous meetings of the Executive Cabinet Member.

**The Executive Cabinet Member NOTED the report.**

**49. PROCUREMENT FOR ENFORCEMENT AGENTS – REVENUES AND BENEFITS**

The Deputy Chief Executive submitted a report which sought the Executive Cabinet Member's permission to conduct a procurement process for Enforcement Agents for the Revenues and Benefits service.

The Executive Cabinet Member was advised that for many years the Council had used the services of external enforcement agents as a last resort to recover Council Tax, Non-Domestic Rates, Sundry Debts and Housing Benefits Overpayments that were collected by the Council's Revenues and Benefits Service.

It was explained that the current contract with enforcement agents was awarded on 18<sup>th</sup> August, 2014 and was for an initial term of three years with an option to extend for a further two years. Following this a new procurement exercise was undertaken which failed due to a challenge received from one of the bidders and, therefore, the existing providers were given a contract extension until 31<sup>st</sup> August, 2021 to allow the time to complete another procurement exercise.

The report outlined the enforcement agent services which were currently delivered and which needed to continue and it was stated that Standing Orders relating to Contracts permitted the council to carry out a tender process itself in respect of these services or, alternatively, the council could utilise an existing framework to commission the services.

In view of the above, it was proposed that officers within the Revenues and Benefits service liaise with the Corporate Procurement Team to design and implement the most appropriate procurement process.

**The Executive Cabinet Member AGREED –**

- (i) To delegate authority to the Deputy Chief Executive to:**
  - a) Conduct a procurement process in accordance with Standing Orders relating to Contracts in respect of Enforcement Agents to assist in the collection of Revenues and Benefits debts by either using an existing framework agreement or by way of tender;**
  - b) Appoint the most economically advantageous provider(s) in accordance with the terms of the**

**existing framework agreement or the invitation to tender;**

**c) Negotiate and complete all relevant contractual documentation; and**

**(ii) To delegate authority to the Borough Solicitor to carry out all necessary legal formalities.**

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## **LEADER**

A record of decisions made by the Executive Cabinet Member with responsibility for Strategy, External Relations, Strategic Budget, Public Service Reform, Partnerships with Public, Private and Voluntary Sectors at a Strategic Level, Corporate Support Services, Financial Services and Budget Development, Registration Services and the Coroner's Service:-

**WEDNESDAY 14<sup>TH</sup> APRIL, 2021**

Following consideration of the matters detailed below in the presence of:-

Councillor Greenhalgh	- Executive Cabinet Member – Leader
Councillor Peel	- Major Opposition Spokesperson
Councillor Hayes	- Minor Opposition Spokesperson
Councillor Allen	- Minor Opposition Spokesperson
Councillor Hornby	- Minor Opposition Spokesperson

### **Officers**

Ms. S. Johnson	- Deputy Chief Executive
Ms. H. Gorman	- Borough Solicitor
Mr. L. Fallows	- Assistant Director HR/OD
Mrs. V. Ridge	- Democratic Services Manager

## **50. PROCUREMENT OF STAFF ENGAGEMENT SYSTEM**

The Deputy Chief Executive submitted a report which sought the Executive Cabinet Member's approval to participate in a Greater Manchester (GM) Collaborative Procurement of an Employee Engagement platform for an initial period of two years.

The Executive Cabinet Member was advised that supporting the Council's workforce had always been a priority of the Council and the Council was continually striving for ways to further improve the way it engaged and communicated with staff consistently across the whole of the organisation to ensure that all employees felt connected and that they had an equal voice within the organisation and their views, opinion and concerns were listened too.

The report stated that the ongoing Covid-19 pandemic, where significant proportions of the workforce had and were likely to continue to work from home for the foreseeable future, coupled with having significant proportions of the workforce the Council were unable to readily communicate and engage with, had further re-enforced the need and importance of being able to engage and support the whole of the workforce quickly and effectively.

Furthermore, given the challenges everyone had faced during the last twelve months as people had lived (and continued to live) through the Covid-19 pandemic, it was imperative that as a responsible and caring employer, the Council continued to support the workforce's health and wellbeing, by ensuring that the Council were able to communicate important information and be able to signpost people to support and resources as appropriate and receive feedback from staff on their feelings and experiences.

The Executive Cabinet Member was advised that the above challenges were not unique to Bolton Council and, therefore, working as a GM Collaboration with other councils, officers had engaged in a joint working project and collective procurement

exercise to identify a suitable staff engagement system, which would complement the Council's existing internal communication channels and further support the current works which the Council undertook e.g. staff survey, insight exchange and the council intranet pages.

In this regard, Bolton Council working with colleagues across GM, including the Greater Manchester Combined Authority and GM Good Employment Charter, had engaged in market testing in the form of presentations and demonstrations to establish what was currently available on the market and to understand the benefits this could provide councils across GM.

The Executive Cabinet Member was advised that following a period of robust market testing and tendering/procurement processes, it had been proposed that a company called Stribe be engaged as the preferred Staff Engagement Platform supplier across GM. It was stated that, subject to approval, the contract award would be procured using the agreed G-Cloud 12 framework.

The Stribe Staff Engagement Platform offered a new way for the Council to engage and communicate with the workforce and complemented the existing communication channels already in place. Furthermore, the Stribe platform was accessible in a range of formats.

The report provided further details in relation to Stribe's key features, principles and benefits.

In terms of the financial implications, the cost of implementing a staff engagement system was £1 per employee month and, therefore, the approximate annual cost would be £76,800 per annum and this would be funded within existing budget provisions. It was intended that schools would be partially recharged for use of the system which would offset the overall annual spend.

In conclusion, it was stated that the initial contract award period was for two years, however, to ensure Bolton Council maximised the benefits of the system, it had been agreed that

this would be extended to 28 months to enable the initial 'set-up' works to be completed.

**The Executive Cabinet Member APPROVED the proposal to engage in a Greater Manchester collaborative procurement of an Employee Engagement platform for an initial period of two years as detailed in the report.**

## **DEPUTY LEADER**

A record of decisions made by the Executive Cabinet Member with responsibility for the Deputy Leader's Portfolio:-

**MONDAY 15<sup>TH</sup> MARCH, 2021**

Following consideration of the matters detailed below in the presence of:-

Councillor Cox	- Executive Cabinet Member – Deputy Leader's Portfolio
Councillor Zaman	- Minor Opposition Spokesperson
Councillor Hayes	- Minor Opposition Spokesperson
Councillor Sanders	- Minor Opposition Spokesperson
Councillor Brady	- Minor Opposition Spokesperson
Councillor Hornby	- Minor Opposition Spokesperson

### **Officers**

Mr. G. Brough	- Director of Place
Mr. P. Whittingham	- Assistant Director Economic Development and Regeneration
Ms. C. Hansell	- Principal Project Officer
Mr. P. Lamb	- Principal Project Officer Growth and Regeneration
Ms. J. Pollard	- Head of Strategic Finance
Mrs. V. Ridge	- Democratic Services Manager

## **53. MONITORING OF EXECUTIVE CABINET MEMBER DECISIONS**

The Borough Solicitor submitted a report which provided an update on decisions taken at previous meetings of the Executive Cabinet Member.

**The Executive Cabinet Member NOTED the report.**

**54. DIRECTORATE OF PLACE – FINANCE REPORT  
2020/2021 – QUARTER THREE**

A joint report of the Deputy Chief Executive and the Director of Place was submitted which represented the final stage of the Corporate Business Planning Process (CBPP) for 2021/2022 and it outlined the portfolio revenue budgets and capital programme within the Directorate of Place.

The Executive Cabinet Member was advised that the proposed revenue budget for the Directorate of Place, prior to the implementation of savings options, amounted to £37,796,000. Appendix A to the report outlined a detailed variance analysis of changes between the original budget for 2020/2021 and the proposed budget for 2021/2022.

The proposed strategic budget for the Directorate of Place, incorporating the savings target of £6,581,000, amounted to £31,215,000. Appendix B to the report provided information relating to the savings options for 2021/2023.

Appendix C to the report provided details of the Directorate of Place capital programme for 2021/2022 to 2022/2023 which totalled £51,840,000.

**The Executive Cabinet Member NOTED –**

- (i) The proposed revenue budget of £37,796,000 prior to the adoption of savings options;**
- (ii) The savings options as outlined in Appendix B to the report which total £6,581,000, following this, the Strategic Budget will amount to £31,215,000; and**
- (iii) The capital programme of £51,840,000 as outlined in Appendix C to the report.**



**55. IMPLEMENTATION OF DISTRICT CENTRE PRIORITY KEY DEVELOPMENT PROPOSALS – PHASE 1 WORKS**

The Director of Place submitted a report which set out the phased implementation of priority Key Development Proposals (KDP) in Farnworth, Horwich, Little Lever and Westhoughton District Centres and sought the Executive Cabinet Member's approval of funding from the Town Centres Fund to deliver Phase 1 works.

The report provided an update on the implementation strategy for the priority KDP and cross cutting themes in each area and also sought approval for a Phase 1 budget to implement a number of 'quick win' projects and to undertake feasibility and design works to establish a firm Phase 2 budget request for the implementation of projects.

**The Executive Cabinet Member APPROVED –**

- (i) The phased implementation of priority Key Development Proposals in Farnworth, Horwich, Little Lever and Westhoughton District Centres as detailed in the report;**
  - (ii) Capital spend from the District centres fund of £1,691,780.00 to procure and deliver the projects as outlined in the report;**
  - (iii) £426,950.000 from the District Centres Fund to progress to more detailed design and define capital costs for the projects as outlined in the report; and**
- AUTHORISED –**
- (iv) The Borough Solicitor to carry out all the necessary legal formalities where required.**

**CONFIDENTIAL ITEM**

The background papers and report in relation to the following item were considered confidential as defined in paragraph 3 of Schedule 12A of the Local Government Act 1972 and that it be deemed that, in all the circumstances of

**the case, the public interest in their exemption outweighs the public interest in their disclosure.**

**56. FORMER MOOR LANE BUS STATION – OPTION AGREEMENT AND SITE PREPARATION**

The Director of Place submitted a report which provided an update in relation to the proposals for the former Moor Lane Bus Station site.

**The Executive Cabinet Member APPROVED –**

- (i) The grant of an option agreement and the proposed acquisition in relation to the former Moor Lane Bus Station site on the terms as detailed in the report; AUTHORISED -**
- (ii) The Director of Place, in consultation with the Executive Cabinet Member Deputy Leader's Portfolio, to negotiate and conclude terms relating to the option agreement and acquisition;**
- (iii) The Deputy Chief Executive to make appropriate budgetary provision and to allocate the capital receipt generated to the £100 million Town Centre Fund;**
- (iv) The Director of Place, in consultation with the Executive Cabinet Member Deputy Leader's Portfolio, to negotiate and conclude the terms relating to Brownfield Land Fund grant agreement; and**
- (v) The Borough Solicitor to complete the necessary legal formalities.**

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**DEPUTY LEADER**

A record of decisions made by the Executive Cabinet Member with responsibility for the Deputy Leader's Portfolio:-

**WEDNESDAY 31<sup>ST</sup> MARCH, 2021**

Following consideration of the matters detailed below in the presence of:-

Councillor Cox	- Executive Cabinet Member – Deputy Leader's Portfolio
Councillor Zaman	- Minor Opposition Spokesperson
Councillor Sanders	- Minor Opposition Spokesperson
Councillor Allen	- Minor Opposition Spokesperson
Councillor Hornby	- Minor Opposition Spokesperson
Councillor Brady	- Minor Opposition Spokesperson

**Officers**

Mr. P. Whittingham	- Assistant Director Economic Development and Regeneration
Ms. J. Pollard	- Head of Strategic Finance and Accountancy
Mrs. V. Ridge	- Democratic Services Manager

**CONFIDENTIAL ITEM**

**The background papers and report in relation to the following item were considered confidential as defined in paragraph 3 of Schedule 12A of the Local Government Act 1972 and that it be deemed that, in all the circumstances of the case, the public interest in their exemption outweighs the public interest in their disclosure.**

**57. CROMPTON PLACE - APPOINTMENTS**

The Director of Place submitted a report which advised the Executive Cabinet Member of a proposal to facilitate the delivery of asset management service at Crompton Place.

**The Executive Cabinet Member AGREED –**

- (i) To delegate authority to the Director of Place to finalise the negotiation on the appointment as referred to in the report; and**
- (ii) To authorise the Borough Solicitor to conclude the legal formalities.**

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**DEPUTY LEADER**

A record of decisions made by the Executive Cabinet Member with responsibility for the Deputy Leader's Portfolio:-

**MONDAY 19<sup>TH</sup> APRIL, 2021**

Following consideration of the matters detailed below in the presence of:-

Councillor Cox	- Executive Cabinet Member – Deputy Leader's Portfolio
Councillor Zaman	- Minor Opposition Spokesperson
Councillor Sanders	- Minor Opposition Spokesperson
Councillor Allen	- Minor Opposition Spokesperson
Councillor Brady	- Minor Opposition Spokesperson
Councillor Hornby	- Minor Opposition Spokesperson

**Officers**

Mr. G. Brough	- Director of Place
Mr. P. Whittingham	- Assistant Director Economic Development and Regeneration
Ms. H. Gorman	- Borough Solicitor
Mrs. V. Ridge	- Democratic Services Manager

**58. MONITORING OF EXECUTIVE CABINET MEMBER DECISIONS**

The Borough Solicitor submitted a report which provided an update on decisions taken at previous meetings of the Executive Cabinet Member.

**The Executive Cabinet Member NOTED the report.**

## **59. BROWNFIELD LAND FUND AND TOWN CENTRE FUND CROAL VALLEY**

The Director of Place submitted a report which outlined the requirements of the Brownfield Land Fund and Town Centre Fund in respect of the Croal Valley.

The Executive Cabinet Member was reminded that the Government announced a £400 million Brownfield Land Fund as part of the March, 2020 budget and the aim of the fund was to create more homes by bringing forward brownfield sites that required targeted intervention. This would ensure that a range of housing and economic sites would be brought forward that would otherwise remain stalled or un-developed.

In terms of funding, this had been provided to Councils or Combined Authorities who were proactive in developing housing and the Greater Manchester Combined Authority (GMCA) had been made an initial allocation of £81.1 million over a 5 year period. The Executive Cabinet Member was advised that in order to meet the criteria set out within the Brownfield Land Fund, GMCA was required to make brownfield land available to unlock capacity for a minimum of 5,500 homes and should strive to unlock up to 7,500 homes. It was also stated that ministers expected all homes to start on site in this Parliament, which was defined as 31<sup>st</sup> March, 2025, with as many homes completed as possible. It was also pointed out that the Brownfield Land Fund was entirely capital funding and could only be spent on ground works which would enable development to come forward.

The Executive Cabinet Member was informed that local authorities were responsible for identifying and supporting schemes being submitted for funding. Tranche 1 schemes has already been approved and Tranche 2 was now underway and a further six sites had been put forward for Bolton including Farnworth, Central Street, Rivington Chase, Moor Lane, Alderbank and former BMW sites.

In view of the above the report provided details of the scheme and requirements for Croal Valley which had been awarded

£3.625 million of funding in Tranche 2 on the basis of £25,000 per unit (the maximum award) to enable 145 housing units to be delivered. It was explained that the grant funding would enable ground works such as site remediations, demolition, services and drainage works to be undertaken, thereby contributing to the costs of development and reducing the viability gaps. It was also stated that in order to draw down the funding, GMCA would require that the grant recipient entered into a grant funding agreement, however, at present it was unclear as to whether GMCA would require that the Council entered into this agreement alone, or with Placefirst as a tripartite agreement.

The Executive Cabinet Member was advised that Placefirst were the Council's development partner for the Central Street scheme and the Option Agreements had been executed and planning permission had been granted. However, if the agreed number of units were not delivered by 2025, the position on clawback of the funding provided would be dependent upon the parties to the agreement. In view of this, it would be preferential for the agreement to be a tripartite agreement so that any risks associated with the delivery of the units, including the possibility of funding clawback could be transferred to Placefirst.

The report also stated that to close the remainder of the viability gap, it was proposed that £2.2 million funding was contributed to the scheme from the £100 million Town Centre Fund. This would be used to progress site abnormal costs such as the relocation of the existing substation and demolition works and the timing of these works would inform whether the works were carried out by the Council prior to the drawdown of land by Placefirst under the Option Agreement, or by Placefirst, post drawdown.

**The Executive Cabinet Member AUTHORISED –**

- (i) The Director of Place to finalise the negotiations and enter into the Funding Agreement with GMCA to enable the drawdown of Brownfield Land Funding for Croal Valley**

and to ensure obligations associated with the grant funding agreement are transferred to Placefirst; and  
(ii) The Director of Place to enter into a Grant Funding Agreement for £2.2 million of the Town Centre Fund with Placefirst.

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## **DEPUTY LEADER**

A record of decisions made by the Executive Cabinet Member with responsibility for the Deputy Leader's Portfolio:-

**TUESDAY 27<sup>TH</sup> APRIL, 2021**

Following consideration of the matters detailed below in the presence of:-

Councillor Cox	- Executive Cabinet Member – Deputy Leader's Portfolio
Councillor Zaman	- Minor Opposition Spokesperson
Councillor Sanders	- Minor Opposition Spokesperson
Councillor Allen	- Minor Opposition Spokesperson
Councillor Brady	- Minor Opposition Spokesperson
Councillor Hornby	- Minor Opposition Spokesperson

### **Officers**

Mr. G. Brough	- Director of Place
Ms. H. Gorman	- Borough Solicitor
Mr. D. Cross	- Programme Director Strategic Property and Regeneration
Ms. J. Ivison	- Head of Service Asset Management
Ms. J. Pollard	- Head of Finance – Chief Executive's and Place
Mrs. V. Ridge	- Democratic Services Manager

## **60. DISPOSAL/LONG LEASE – LAND AT FORMER HORWICH LEISURE CENTRE**

The Director of Place submitted a report which sought the Executive Cabinet Member's approval to dispose via a long lease land at the former Horwich Leisure Centre under SAMP objective – Partnerships and One Public Estate.

The Executive Cabinet Member was advised that the Council had been approached to provide land to accommodate a new multi-purpose primary care Health and Wellbeing Hub, to be located in Horwich Town Centre and the proposal had been considered under the principles of the councils Strategic Asset Management Plan.

The report explained that approval was sought to dispose of a section of the land at the former Horwich Leisure Centre via a long-term lease (150 years) with the Council retaining the Freehold title of the land. The remaining section of the land would be developed by the Council or third party provider, to construct and maintain car parking spaces for use of the Health Hub, Leisure Centre and Town centre visitors, subject to the recommendations of the Horwich Town Centre Masterplan parking strategy and availability of funding.

The Executive Cabinet Member was informed that the proposal was for a new multi-purpose primary care Health and Wellbeing Hub to be located in Horwich Town Centre. The plans would see the co-location of two of the three GP practices in Horwich, namely Pikes View Medical Centre and Bolton Community Practice, with additional services to be provided from the Royal Bolton Hospital Foundation Trust Community Services and the Integrated Neighbourhoods Teams.

The report advised that Pike View Medical Centre and Bolton Community Practice would enter into a Limited Liability Partnership (LLP) and the Council would retain ownership of the car parking area. It was also stated that the proposal would allow the Council under the principles of its Asset Management policy, to allow the CCG and NHS partners to secure capital



funding from GMCA, under the OPE (one public estate) partnership that aimed to bring public sector bodies together, to create better places by using public assets more efficiently, creating service and financial benefits for partners, by releasing underutilised land for development.

The Executive Cabinet Member was advised that as per the Council's Disposal Policy and the Local Government Act 1972, the Council was obliged to obtain the best consideration that could be reasonably be obtained when disposing of land and property. Furthermore, Secretary of State approval would not be needed for any disposal of land which the authority considered would help it secure the promotion or improvement of the economic, social or environmental well-being of its area or where the difference between the unrestricted value of the interest to be disposed of and the consideration accepted (the undervalue) was £2 million or less. The Executive Cabinet Member was informed that the market value of the land in question was less than £2 million and Secretary of State approval would not be required.

With regards to the construction of the car park areas this would be undertaken by Bolton Council and a contribution towards the cost of developing the car park was to be made by the practice in the form of enabling monies.

In terms of consultation, the Executive Cabinet Member was advised that a public consultation was undertaken to seek a view of what should go on the land and an additional local ward member consultation (as defined in the Disposal Policy) was undertaken to get feedback for the disposal/long lease of the land. From the 352 valid responses received, 92% of respondents were in favour of the proposal and 8% of respondents disagreed with the proposal. With regards to local ward member consultation, only one response was received that was supportive of the proposal to provide a long lease, for a section of the land for the development that would provide benefits to residents and beyond, and provide additional services at a local level.

**The Executive Cabinet Member APPROVED –**

- (i) The disposal of sufficient land via a long term lease, within the red edge site plan in Appendix B to the report, to enable development of the proposed Horwich Health and Wellbeing Hub; AGREED –**
- (ii) To delegate authority to the Director of Place to agree best consideration and complete the disposal/long lease of land and negotiate the options to provide parking provisions across the site in conjunction with the Executive Cabinet Member; and AUTHORISED -**
- (iii) The Borough Solicitor to complete the legal formalities.**

**61. TOWN HALL – FAILURE OF LIGHT FITTINGS – URGENT ITEM**

**In accordance with Regulation 11 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 Councillor Bagnall the Chairman of the Place Scrutiny Committee agreed that the following matter was urgent and could not wait until the next meeting of the Executive Cabinet Member Deputy Leader's Portfolio due to the timescales involved.**

The Director of Place submitted a report which provided background information with regards to a recent lighting failure at the Town Hall including the detail behind the original contracted works and also detailed the actions taken following the incident and the proposals to rectify the issue together with indicative budget allowances.

The Borough Solicitor also explained to the Executive Cabinet Member, that owing to the immediate action that was needed, the decision of the Executive Cabinet Member was excluded from the Call-In process. She further explained that the Chairman of the Place Scrutiny Committee had been consulted on this decision.

**The Executive Cabinet Member NOTED –**

**(i) The information regarding the cause of the light fitting failure and the actions that have been taken to mitigate/reduce risk associated behaviour with this matter; APPROVED –**

**(ii) The works and budget for Option 3, which was wholesale replacement to a value of £414,695.91 plus 10% contingency from the Asset Management – urgent works budget; and AGREED -**

**(iii) To call off under the existing Clear Sustainable Futures Strategic Partnership;**

**(iv) To delegate authority to the Director of Place to conclude this matter; and**

**(v) To delegate authority to the Borough Solicitor to conclude any legal formalities associated with this matter.**

CC14

**NOTES**

## **CHILDREN'S SERVICES**

A record of decisions made by the Executive Cabinet Member with responsibility for Children's Services, Looked after Children, Safeguarding for Children and Young People, Schools and Early Years:-

**MONDAY, 8<sup>th</sup> MARCH, 2021**

Following consideration of the matters detailed below in the presence of:-

- |                     |  |
|---------------------|--|
| Councillor Galloway | - Executive Cabinet Member – Children's Services |
| Councillor Donaghy  | - Major Opposition Spokesperson                  |
| Councillor McGeown  | - Minor Opposition Spokesperson                  |
| Councillor Sanders  | - Minor Opposition Spokesperson                  |
| Councillor Hornby   | - Minor Opposition Spokesperson                  |
| Councillor Wright   | - Minor Opposition Spokesperson                  |

### **Officers**

- |                |   |
|----------------|---|
| Ms B. Brown    | - Director of Children's Services   |
| Mr P. Rankin   | - Assistant Director of Children's Services – Performance, Planning and Resources |
| Ms T. Minshull | - Assistant Director of Children's Services - Commissioning                       |
| Mr I. Walker   | - Assistant Director of Children's Services – Social Care and Early Help          |
| Ms L. Butcher  | - Head of Finance   |
| Mrs. S. Bailey | - Principal Democratic Services Officer   |

### **30. MONITORING OF EXECUTIVE CABINET MEMBER DECISIONS**

The Borough Solicitor submitted a report which provided an update on decisions taken at previous meetings of the Executive Cabinet Member.

**The Executive Cabinet Member NOTED the report.**

### **31. STRATEGIC RESOURCE BUDGET 2021/22**

The Director of Children's Services and the Deputy Chief Executive submitted a report which provided details in relation to the 2021/22 Revenue and Capital Budgets for Children's Services and sought approval for the savings and efficiencies now identified.

The report outlined the Revenue Budget for the Department of Children's for the Financial Year 2021/2022 and included an analysis of how the budget, including savings, had been prepared and assumptions that had been taken. In addition, the report included the Capital Programme for 2021/2022.

It was reported that the Local Authority funded Revenue Budget for Children's Services amounted to £47.585m. In addition, the element of the Budget to be funded by the Dedicated Schools Grant, Pupil Premium and Sixth Form funding amounted to £211.971m.

The Dedicated Schools Budget report was presented at Schools Forum on the 8th January, 2021 and agreed at the meeting of this Executive Cabinet Member held on 8th February, 2021.

Therefore, the total proposed budget for Children's Services for 2021/22 amounted to £259.556m.

Appendix A to the report outlined a service specific detailed variance analysis of changes between the original Budget for 2020/21 and the proposed Budget for 2021/22.

## DD3

Corporate inflation had been received within the Department in relation to pay awards, price increases and increases in income.

As part of the spending review announcement, extra funding had been allocated for Social Care which amounted to £400k for Children's Services.

As part of the budget setting process, Corporate monies had been allocated to the Children's Directorate in recognition of the increased demand pressures on budgets in the sum of £5m.

The report also provided details of the increase to the Schools Budget between the original Budget for 2020/21 of £198.169m and the 2021/22 agreed budget of £211.971m.

With regard to savings and efficiencies, the Children's Services Department savings programme of £9.291m had been identified in the February, 2021 budget report to Council. A breakdown was detailed in appendix B to the report and budgets would be amended during the year when reviews were realised.

As part of the budget setting process, savings had been identified and achieved in respect of the following savings options:

- do not apply Non-Pay Inflation (£540k);
- placement demand (£4.075m);
- reduction in agency staffing spend (£300k); and
- Information Management Team and Policy Team (£200k).

Appendix C to the report detailed the Department's Capital Programme which totalled £17.573m in the 2021/22 Financial Year. It was recommended that the Director of Children's Services be authorised to procure for schemes under the limit of £300k via the Council's Corporate Procurement Team either through call offs under any available framework(s) or via open

tender procurement process to enable the capital programmes to progress.

**The Executive Cabinet Member NOTED -**

- (i) The Revenue Budget for the Children's Services – LA block in the sum of £47,584,600; and**
- (ii) The Capital Programme for Children's Services in the sum of £17,573,000: and APPROVED -**
- (iii) The savings and efficiencies identified within the report now submitted; and**
- (iv) The Director of Children's Services being given delegated authority to call off on the framework(s) for the Capital Programme, as detailed in section 7 of the report now submitted.**

## **CONFIDENTIAL ITEM**

**The background papers and reports in relation to the following item were considered confidential as defined in paragraph 1 of Schedule 12A of the Local Government Act 1972 and that it be deemed that, in all the circumstances of the case, the public interest in their exemption outweighs the public interest in their disclosure.**

### **32. REVIEW OF ASSESSMENT AND CONTACT TEAM – POST CONSULTATION REPORT**

Further to Minute 21 of the meeting of the Executive Cabinet Member for Children's Services held on 30<sup>th</sup> November, 2020, the Director of Children's Services submitted a report which set out the results of consultation on proposals to review the Assessment and Contact Service to take into account a reduction in funding from 2019 onwards and sought approval to implement the final proposals.

The report outlined the nature of the consultation undertaken and provided a summary of the key issues raised during the process, together with the responses from management, at Appendix 3.



The formal trade union responses to the proposals are set out in full at Appendix 4.

The final proposals, having taken account of feedback received during consultation, did not include any significant changes.

**The Executive Cabinet Member APPROVED –**

- (i) The final proposals, having due regard to the consultation feedback and the Equality Impact Assessment; and**
- (ii) Subject to the approval of the Head of Paid Service, the delegation of the implementation of the new structure, including details of voluntary redundancy arrangements and consequential redundancy selection, to the Chief Executive and Director of Children's Services.**

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**CHILDREN'S SERVICES**

A record of decisions made by the Executive Cabinet Member with responsibility for Children's Services, Looked after Children, Safeguarding for Children and Young People, Schools and Early Years:-

**MONDAY, 12<sup>th</sup> APRIL, 2021**

Following consideration of the matters detailed below in the presence of:-

- |                     |  |
|---------------------|--|
| Councillor Galloway | - Executive Cabinet Member – Children's Services |
| Councillor Donaghy  | - Major Opposition Spokesperson                  |
| Councillor McGeown  | - Minor Opposition Spokesperson                  |
| Councillor Sanders  | - Minor Opposition Spokesperson                  |

**Officers**

- |             |                                   |
|-------------|-----------------------------------|
| Ms B. Brown | - Director of Children's Services |
|-------------|-----------------------------------|

Mr P. Rankin	- Assistant Director of Children's Services – Performance, Planning and Resources
Ms T. Minshull	- Assistant Director of Children's Services - Commissioning
Mr I. Walker	- Assistant Director of Children's Services – Social Care and Early Help
Ms L. Butcher	- Head of Finance
Mrs. S. Bailey	- Principal Democratic Services Officer

### **33. MONITORING OF EXECUTIVE CABINET MEMBER DECISIONS**

The Borough Solicitor submitted a report which provided an update on decisions taken at previous meetings of the Executive Cabinet Member.

**The Executive Cabinet Member NOTED the report.**

### **34. UPDATE TO THE PROPOSED INCREASE TO PUPIL NUMBERS AT RUMWORTH SPECIAL SCHOOL**

Further to Minute 25 of the meeting of the Executive Cabinet Member for Children's Services held on 11<sup>th</sup> January, 2021, the Director of Children's Services submitted a report which detailed the representations received following the publication of the Statutory Notice in respect of the proposal to permanently enlarge the physical capacity and increase the number of pupil places at Rumworth Special School, and sought approval to confirm the proposed increase in the number of pupils at the school.

The report advised that following the publication of the Statutory Notice on 28<sup>th</sup> January, 2021, no representations had been received. Approval was now sought to implement the changes to pupil numbers.

**The Executive Cabinet Member APPROVED -**

**An increase in pupil capacity at Rumworth School, on the basis detailed in the report now submitted, and to permanently raise the pupil numbers from 150 to 250 in Years 7-11 and from 90 to 150 in years 12-14 thus creating 400 Year 7-14 pupil places overall with effect from 1st September, 2021.**

**35. INCREASE IN AGE RANGE AT HIGH LAWN PRIMARY SCHOOL**

The Director of Children's Services submitted a report which advised the Executive Cabinet Member of the outcome of a recent formal consultation representation exercise on proposals to increase the age range at High Lawn CP School to offer educational support for two-year-olds.

The report stated that demand for high quality care from parents for two-year-old nursery provision had increased over the past few years and in response to this demand, High Lawn CP School had begun to offer places for two-year old children in September, 2019.

Following its success, it was now proposed to make this provision permanent by formally extending the age at the school, in accordance with the requirements of Schedule 2 of The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013.

The report stated that the School Organisation – Making Significant Changes (Prescribed Alterations) to Maintained Schools October 2018 set out the different stages that needed to be adopted when undertaking prescribed alteration changes at a maintained school where the proposal was to alter the upper or lower age range by 1 year or more, including adding or the removal of nursery provision. The proposal to increase the age range at High Lawn CP School was deemed to be a significant change and therefore required the statutory process to be followed. Full details of the process that had been undertaken were provided in the report and included the

publication of a statutory notice and a period for representations.

In this regard, the report stated that the statutory process had been completed and approval was sought to formally increase the age range at the School.

**The Executive Cabinet Member APPROVED –**

**The Significant Change Alteration to increase the age range at High Lawn Primary to offer educational support for two-year-olds, on the basis detailed in the report now submitted.**

### **36. MOORGATE PRIMARY SCHOOL AUTISM SPECTRUM DISORDER UNIT CONSULTATION**

The Director of Children's Services submitted a report which advised the Executive Cabinet Member of the outcome of a recent formal consultation representation exercise on proposals to provide an Autism Spectrum Disorder (ASD) Resourced Provision unit at Moorgate CP School.

The report provided details in relation to proposals to create a Resourced ASD Provision unit to accommodate six to eight primary age pupils at Moorgate County Primary School to help young children throughout their primary education by providing targeted support for those with Autism Spectrum Disorders within a mainstream school setting. To accommodate this resourced provision, the Council was proposing to build a facility as an extension to the existing school building which would be created within a discrete setting but with immediate access to the main school when required. This will be created with a separate dedicated access, together with a drop off/ pick up facility and a proposed new discrete secure outdoor play area.

The report stated that the School Organisation – Making Significant Changes (Prescribed Alterations) to Maintained Schools October 2018 set out the different stages that needed to be adopted when undertaking prescribed alteration changes

at a maintained school. The proposal to create a Resourced ASD unit at Moorgate CP was deemed to be a significant change and therefore required the statutory process to be followed. Full details of the statutory process that had been undertaken were provided in the report and included the publication of a statutory notice and a period for representations.

In this regard, the report stated that the statutory process had been completed and approval was sought to provide a Resourced ASD Unit at the School.

**The Executive Cabinet Member APPROVED –**

**The Significant Change Alteration to provide an Autism Spectrum Disorder Resourced Provision unit at Moorgate CP School, on the basis detailed in the report now submitted.**

#### **CONFIDENTIAL ITEM**

**The background papers and reports in relation to the following item were considered confidential as defined in paragraph 3 of Schedule 12A of the Local Government Act 1972 and that it be deemed that, in all the circumstances of the case, the public interest in their exemption outweighs the public interest in their disclosure.**

#### **37. CAPITAL UPDATE – PROPOSED EXPANSION OF GASKELL SCHOOL**

The Director of Children's Services submitted a report which provided an update on the progress of the proposed expansion of Gaskell County Primary School and associated issues and sought approval of further capital funding support following a recent design review and financial appraisal.

**The Executive Cabinet Member NOTED the update provided and APPROVED –**

**The allocation of further capital support in the sum of £980k to meet the expected revised costs to expand the school, on the basis detailed in the report now submitted.**

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## **CHILDREN'S SERVICES**

A record of decisions made by the Executive Cabinet Member with responsibility for Children's Services, Looked after Children, Safeguarding for Children and Young People, Schools and Early Years:-

**MONDAY, 26<sup>th</sup> APRIL, 2021**

Following consideration of the matters detailed below in the presence of:-

Councillor Galloway	- Executive Cabinet Member – Children's Services
Councillor Donaghy	- Major Opposition Spokesperson
Councillor McGeown	- Minor Opposition Spokesperson
Councillor Sanders	- Minor Opposition Spokesperson
Councillor Fletcher	- Minor Opposition Spokesperson
Councillor Hornby	- Minor Opposition Spokesperson
Councillor Wright	- Minor Opposition Spokesperson

### **Officers**

Mr P. Rankin	- Deputy Director of Children's Services
Ms G. Whitehead	- Assistant Director of Children's Services – Inclusive Education and Learning
Ms T. Minshull	- Assistant Director of Children's Services - Commissioning
Ms L. Butcher	- Head of Finance

Mrs. S. Bailey

- Principal Democratic Services  
Officer

### **38. MONITORING OF EXECUTIVE CABINET MEMBER DECISIONS**

The Borough Solicitor submitted a report which provided an update on decisions taken at previous meetings of the Executive Cabinet Member.

**The Executive Cabinet Member NOTED the report.**

### **39. INFORMATION SYSTEM SUPPORT RESOURCE**

The Director of Children's Services submitted a report which sought approval for the establishment of a Senior Systems Support Officer Post on a fixed term basis for two years.

The post was required to assist in implementing beneficial changes to the system for monitoring the educational progress of children.

It was proposed to start implementation of the changes in May 2021 with a view to having the systems implemented over two years as a phased approach.

**The Executive Cabinet Member APPROVED –**

**The establishment of a Senior Systems Support Officer post on a fixed term basis for two years, as detailed in the report now submitted.**

### **40. REGIONAL ADOPTION AGENCY MAILBOX ARRANGEMENTS**

The Director of Children's Services submitted a report which sought approval for the establishment of a 0.5 Grade E post within the Regional Adoption Agency to support the delivery of proposed revised arrangements for the adoption mailbox and post adoption contact.

The report advised that the Adoption Now Board had agreed that the Adoption Mailbox should be a dedicated service delivered from one centre at Adoption Now. Bringing this service together would enable a more efficient management of the function, modernise the service and reduce the risk of data breaches.

In this regard, the report outlined a proposal to establish a 0.5 post of Adoption Mailbox and Contact Co-ordinator at Grade E which would be fully funded by the six local authorities who made up the Adoption Now Board.

**The Executive Cabinet Member APPROVED –**

**The establishment of a 0.5 Grade E post in the Regional Adoption Agency to support the delivery of the adoption mailbox and post adoption contact arrangements, on the basis detailed in the report now submitted.**

**CONFIDENTIAL ITEMS**

**The background papers and reports in relation to the following items were considered confidential as defined in paragraphs 1 and 3 of Schedule 12A of the Local Government Act 1972 and that it be deemed that, in all the circumstances of the case, the public interest in their exemption outweighs the public interest in their disclosure.**

**41. YOT, EXIT AND TYS REVIEW – POST CONSULTATION REPORT**

The Director of Children's Services submitted a report which set out the results of consultation on proposals to review the YOT, Exit and TYS Service to take into account a reduction in funding from 2019 onwards, and sought approval to implement the final proposals.

Appendix 3 to the report set out a summary of the key consultation issues raised and the response from management. These included issues raised via the unions at



weekly consultation meetings, as well as by individual staff members via emails, personal meetings and staff briefing sessions.

The formal trade union responses to the proposals were set out in full at Appendix 4 to the report.

The final proposals, having taken account of feedback received during consultation, did not include any significant changes.

**The Executive Cabinet Member APPROVED –**

- (i) The final proposals, as detailed in the report now submitted, having due regard to the consultation feedback and the Equality Impact Assessment; and**
- (ii) Subject to the approval of the Head of Paid Service, the delegation of the implementation of the new structure, including details of voluntary redundancy arrangements and consequential redundancy selection, to the Chief Executive and Director of Children's Services.**

**42. TRAVEL AND TRANSPORT PROJECT PROPOSAL**

Further to Minute 46 of the meeting of the Executive Cabinet Member for Children's Services held on 9<sup>th</sup> March, 2020, the Director of Children's Services submitted a report which outlined proposals to engage additional specialist expertise and resources to deliver cost savings on the 2021/23 Children's Services Savings and Efficiency Programme in relation to the travel and transport budget.

**The Executive Cabinet Member APPROVED –**

- (i) The Procurement of external expertise via a direct award to CPC Project Services LLP partnering with Edge Public Solutions Limited under the NHS SBS Consult 18 Framework Agreement (Lot 2 - Healthcare Service Business and Transformation) for the provision of additional specialist capacity to deliver the transport saving and efficiency target identified in the report for a**

**negotiated fee within an agreed budget, as detailed in the report now submitted; and AUTHORISED -**

**(ii) The Director of Children's Services to negotiate and enter into an order for services with CPC Project Services LLP partnering with Edge Public Solutions Limited under the NHS SBS Consult 18 Framework Agreement (Lot 2); and**

**(iii) The Borough Solicitor to carry out any necessary legal formalities in this regard.**

### **43. VIRTUAL SCHOOL CONSULTATION REPORT**

The Director of Children's Services submitted a report which set out the results of consultation on proposals to restructure the Corporate Parenting and Looked After Supported Employment Team to a Virtual School Team in order to raise educational aspirations and narrow attainment and progress gaps to improve outcomes for Looked after Children and young people.

Appendix 4 to the report set out a summary of the key consultation issues raised and the response from management. These included issues raised via the unions at weekly consultation meetings, as well as issues raised by individual staff members via emails, personal meetings and staff briefing sessions.

The formal trade union responses to the proposals were set out in full at Appendix 3 to the report.

The final proposals, having taken account of feedback received during consultation, did not include any significant changes.

### **The Executive Cabinet Member APPROVED –**

**(i) The final proposals, as detailed in the report now submitted, having due regard to the consultation feedback and the Equality Impact Assessment; and**

**(ii) Subject to the approval of the Head of Paid Service, the delegation of the implementation of the new structure, including details of voluntary redundancy arrangements and consequential redundancy selection, to the Chief Executive and Director of Children Services.**

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**NOTES**

## **EXECUTIVE CABINET MEMBER ENVIRONMENTAL REGULATORY SERVICES**

A record of decisions made by the Executive Cabinet Member with responsibility for Waste Collection and Neighbourhood and Community Services:-

**MONDAY, 15<sup>TH</sup> MARCH, 2021**

Following consideration of the matters detailed below in the presence of:-

Councillor Mrs. Fairclough	Executive Cabinet Member for Environmental Regulatory Services
Councillor McKeon	Major Opposition Spokesperson
Councillor Flitcroft	Minor Opposition Spokesperson
Councillor Hornby	Minor Opposition Spokesperson
Councillor McMulkin	Minor Opposition Spokesperson

### **Officers**

Mr. J. Dyson	Director of Place Services
Ms. K. Hopkins	Assistant Director Neighbourhood and Regulatory Services
Mrs. E. Pritchard	Principal Licensing Officer
Ms. J. Pollard	Head of Finance
Mr. I. D. Mulholland	Deputy Democratic Services Manager

## **28. MONITORING OF DECISIONS**

The Borough Solicitor submitted a report which provided an update on decisions that had previously been taken by the Executive Cabinet Member.

**The Executive Cabinet Member agreed that the report be noted.**

## **29. DIRECTORATE OF PLACE BUDGET REPORT, 2021/22**

The Director of Place submitted a report which set out details of the Directorate of Place portfolio revenue budgets and capital programme for 2021/22.

The report also set out details of the savings options for the period 2021/22.

**The Executive Cabinet Member NOTED –**

- (i) The proposed revenue budget of £37,796,000 prior to the adoption of savings options.**
- (ii) The savings options outlined in Appendix B to the report totalling £6,581,000.**
- (iii) The Capital Programme of £51,840,000.**

## **30. FRAMEWORK CONTRACT FOR TAXI TESTING RETENDER**

The Director of Place submitted a report which set out details of the Framework Contract for Taxi Testing retender 2021 and 2023.

The report explained that the Council was a party to a tendered contract with four providers for the provision of combined Class IV MOT tests and statutory vehicle compliance checks to all hackney carriage and private hire vehicles licensed.

The contracts, which had been extended were due to expire on 17<sup>th</sup> August, 2021.

The report advised that it was proposed to retender the Framework Agreement for a period of two years with an option to extend for an additional two years.

**The Executive Cabinet Member AGREED to –**

- (i) Delegate authority to the Director of Place to tender the provision of combined Class IV MOT tests (as specified by the Driver and Vehicle Standards Agency) and statutory vehicle compliance checks to all hackney carriage and private hire vehicles licensed, or to be licensed, by the Council for a term of two plus two years and to appoint the most economically advantageous tenderers, largely on the advertised terms and conditions.**
- (ii) Authorise the Borough Solicitor to carry out all the necessary legal formalities in relation to the above.**

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**NOTES**



## **EXECUTIVE CABINET MEMBER ENVIRONMENTAL SERVICES DELIVERY**

A record of decisions made by the Executive Cabinet Member with responsibility for Waste Collection and Neighbourhood and Community Services:-

**MONDAY, 15<sup>TH</sup> MARCH, 2021**

Following consideration of the matters detailed below in the presence of:-

Councillor Warren	Executive Cabinet Member for Environmental Services Delivery
Councillor McKeon	Major Opposition Spokesperson
Councillor Hayes	Minor Opposition Spokesperson
Councillor Flitcroft	Minor Opposition Spokesperson
Councillor Hornby	Minor Opposition Spokesperson
Councillor McMulkin	Minor Opposition Spokesperson

### **Officers**

Mr. J. Dyson	Director of Place Services
Ms. K. Hopkins	Assistant Director Neighbourhood and Regulatory Services
Ms. J. Pollard	Head of Finance
Mr. I. D. Mulholland	Deputy Democratic Services Manager

### **31. MONITORING OF DECISIONS**

The Borough Solicitor submitted a report which provided an update on decisions that had previously been taken by the Executive Cabinet Member.

**The Executive Cabinet Member agreed that the report be noted.**

### **32. DIRECTORATE OF PLACE BUDGET REPORT, 2021/22**

The Director of Place submitted a report which set out details of the Directorate of Place portfolio revenue budgets and capital programme for 2021/22.

The report also set out details of the savings options for the period 2021/22.

**The Executive Cabinet Member NOTED –**

- (i) The proposed revenue budget of £37,796,000 prior to the adoption of savings options.**
- (ii) The savings options outlined in Appendix B to the report totalling £6,581,000.**
- (iii) The Capital Programme of £51,840,000.**

## **EXECUTIVE CABINET MEMBER FOR HIGHWAYS AND TRANSPORT**

A record of decisions made by the Executive Cabinet Member with responsibility for Highways and Transport:-

**MONDAY, 15<sup>TH</sup> MARCH, 2021**

Following consideration of the matters detailed below in the presence of:-

Councillor Haslam	Executive Cabinet Member for Highways and Transport
Councillor Ayub	Major Opposition Spokesperson
Councillor Flitcroft	Minor Opposition Spokesperson
Councillor Hayes	Minor Opposition Spokesperson
Councillor Hornby	Minor Opposition Spokesperson
Councillor McMulkin	Minor Opposition Spokesperson

### **Officers**

Mr. J. Kelly	Assistant Director Highways and Engineering
Mr. D. Shepherd	Principal Group Accountant
Mr. I. D. Mulholland	Deputy Democratic Services Manager

### **19. MONITORING OF DECISIONS**

The Borough Solicitor submitted a report which provided an update on decisions that had previously been taken.

**The Executive Cabinet Member NOTED the report.**

## **20. DIRECTORATE OF PLACE BUDGET REPORT, 2021/22**

The Director of Place submitted a report which set out details of the Directorate of Place portfolio revenue budgets and capital programme for 2021/22.

The report also set out details of the savings options for the period 2021/22.

### **The Executive Cabinet Member NOTED –**

- (i) The proposed revenue budget of £37,796,000 prior to the adoption of savings options.**
- (ii) The savings options outlined in Appendix B to the report totalling £6,581,000.**
- (iii) The Capital Programme of £51,840,000.**

## **21. ADOPTION OF CULVERTED WATER COURSE**

The Director of Place submitted a report which sought approval from the Executive Cabinet Member to adopt a culverted watercourse beneath prospectively adoptable highway under a Section 38 Agreement.

The report explained that Section 38 Agreements were under negotiation for the Rivington Grange Development and a culverted watercourse had been constructed beneath road four of phase one of the development, as detailed on the plan on the appendix.

The report set out the proposed adoption of this watercourse and the reasons why this should take place.

### **The Executive Cabinet Member AGREED to –**

- (i) The adoption of the culverted watercourse located beneath adoptable highway on the Rivington Grange development in Horwich, Bolton.**

- (ii) Delegate authority to the Assistant Director Highways and Engineering to negotiate and enter into Section 38 agreements as detailed in the report.**
- (iii) Delegate authority to the Borough Solicitor to carry out all the relevant legal formalities.**

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**NOTES**

## **WELLBEING**

A record of decisions made by the Executive Cabinet Member with responsibility for Health and Wellbeing, Anti-Poverty and Deprivation, Public Health, Mental Health and Social Care Integration

**MONDAY 12<sup>TH</sup> APRIL, 2021**

Following consideration of the matters detailed below in the presence of:-

Councillor Baines	- Executive Cabinet Member – Wellbeing
Councillor Haworth	- Major Opposition Spokesperson
Councillor Pattison	- Minor Opposition Spokesperson
Councillor Gibbon (as deputy for Councillor Hornby)	- Minor Opposition Spokesperson

### **Officers**

Dr H. Lowey	- Director of Public Health
Ms S. Gilman	- Assistant Director of Public Health
Ms L. Butcher	- Head of Finance
Mrs S. Bailey	- Principal Democratic Services Officer

## **23. MONITORING OF EXECUTIVE CABINET MEMBER DECISIONS**

The Borough Solicitor submitted a report which provided an update on decisions taken at previous meetings of the Executive Cabinet Member.

**The Executive Cabinet Member NOTED the report.**

**CONFIDENTIAL ITEM**

**The background papers and reports in relation to the following item were considered confidential as defined in paragraph 3 of Schedule 12A of the Local Government Act 1972 and that it be deemed that, in all the circumstances of the case, the public interest in their exemption outweighs the public interest in their disclosure.**

**24. AWARD OF CONTRACT FOR A COMMUNITY INFECTION PREVENTION AND CONTROL SERVICE**

The Director of Public Health submitted a report which informed the Executive Cabinet Member of contractual matters in relation to the existing Community Infection Prevention and Control Service and sought approval to waive standing orders to enable the direct contract award for these services to Bolton NHS Foundation Trust for a period of two years.

The report put forward a number of options in relation to the Service and recommended the approval of Option 1 to award the contract to the current service provider as the most viable option in the current circumstances.

**The Executive Cabinet Member APPROVED:**

- (i) the utilisation of CSO5 relating to Contracts and authorised a waiver of the requirement to tender the Community Infection Prevention and Control Services;**
  - (ii) Option 1, contained within the report now submitted, and the authorisation of a direct award of a contract to Bolton NHS Foundation Trust to deliver Community Infection Prevention and Control Services for a period of two years together with the delegation of authority to the Director of Public Health to negotiate and enter into a contract for services; and**
  - (iii) the authorisation of the Borough Solicitor to carry out all necessary legal formalities in this regard.**
-



## **WELLBEING**

A record of decisions made by the Executive Cabinet Member with responsibility for Health and Wellbeing, Anti-Poverty and Deprivation, Public Health, Mental Health and Social Care Integration

**TUESDAY 4<sup>TH</sup> MAY, 2021**

Following consideration of the matters detailed below in the presence of:-

Councillor Baines	- Executive Cabinet Member – Wellbeing
Councillor Haworth	- Major Opposition Spokesperson
Councillor Fletcher	- Minor Opposition Spokesperson
Councillor Hornby	- Minor Opposition Spokesperson
Councillor Wright	- Minor Oppositions Spokesperson

### **Officers**

Dr H. Lowey	- Director of Public Health
Ms L. Butcher	- Head of Finance
Mrs S. Bailey	- Principal Democratic Services Officer

## **25. MONITORING OF EXECUTIVE CABINET MEMBER DECISIONS**

The Borough Solicitor submitted a report which provided an update on decisions taken at previous meetings of the Executive Cabinet Member.

**The Executive Cabinet Member NOTED the report.**



## **26. PUBLIC HEALTH COVID-19 CONTAIN OUTBREAK CONTROL FUND – ALLOCATION AND PROFILE**

Further to Minute 10 of the meeting of the Executive Cabinet Member for Wellbeing held on 2<sup>nd</sup> November, 2020, the Director of Public Health submitted a report which provided details in relation to the Public Health Covid-19 Control Outbreak Management Fund that had been made available to implement the Council's existing and recently updated Outbreak Management Control Plan and sought approval to allocate the funding.

In this regard, the report provided a detailed breakdown of the proposed allocation of the monies to various areas to ensure implementation of the existing Outbreak Control Plan and the refreshed Local Outbreak Management Plan.

The report also identified the associated staffing changes that would be required to support the test, trace and engage services. The proposed workforce would be flexible within the Structure and budget allocation and would therefore be able to adapt to any changes in Government/testing requirements.

The total grant equated to £7,763,450 and a breakdown of the costings for the proposed schemes was provided in Section 2 of the report. All schemes would follow the appropriate procurement process depending on value, Departmental expenditure and relevant approval levels.

The schemes had been profiled for over a two year period and would be monitored on a monthly basis.

**The Executive Cabinet Member NOTED the report and APPROVED –**

- (i) The allocation of the Public Health Covid-19 Contain Outbreak Management Fund grant, on the basis detailed in the report now submitted;**
- (ii) Subject to compliance with Council policies and procedures, the delegation of authority to the Director of Public Health to:**

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- procure any required supplies and services;
  - distribute funds by way of grant; and
  - engage additional temporary staffing as required to meet the objectives of the Control Outbreak Management Fund grant; and
- AUTHORISED –**

**(ii) The Borough Solicitor to carry out any necessary legal formalities in this regard.**

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**NOTES**

## **ADULT SOCIAL CARE**

A record of decisions made by the Executive Cabinet Member with responsibility for Adult Social Care, Safeguarding for Adults and Bolton Cares.

**MONDAY, 8<sup>TH</sup> MARCH, 2021**

Following consideration of the matters detailed below in the presence of:-

- |  |  |
|--|--|
| Councillor Morgan  | - Executive Cabinet Member for Adult Social Care   |
| Councillor Galloway (as deputy for Councillor Morgan in relation to Minute 18 below) | - Executive Cabinet Member for Children's Services |
| Councillor Sherrington   | - Major Opposition Spokesperson                    |
| Councillor Pattison  | - Minor Opposition Spokesperson                    |
| Councillor Hornby  | - Minor Opposition Spokesperson                    |
| Councillor Wright  | - Minor Opposition Spokesperson                    |

### **Officers**

- |                |  |
|----------------|--|
| Ms R. Tanner   | - Managing Director – Bolton Integrated Care Partnership     |
| Ms T. Minshull | - Assistant Director for Commissioning                       |
| Mr P. Lee      | - Assistant Director for Operations - Social Care and Health |
| Ms L. Butcher  | - Head of Finance  |
| Mrs S. Bailey  | - Principal Democratic Services Officer                      |

## **16. MONITORING OF EXECUTIVE CABINET MEMBER**

The Borough Solicitor submitted a report which provided an update on decisions taken at previous meetings of the Executive Cabinet Member.

**The Executive Cabinet Member NOTED the report.**

## **17. ADULTS STRATEGIC RESOURCE BUDGET 2021/22**

The Managing Director of the Bolton Integrated Care Partnership and the Deputy Chief Executive submitted a joint report which provided details in relation to the 2021/22 Revenue and Capital Budgets for Adult Services and sought approval for the savings and efficiencies now identified.

The report outlined the Revenue Budget for the Department of Adults for the 2021/2022 Financial Year and included an analysis of how the budget, including savings, had been prepared and assumptions that had been taken. In addition, the report included the Capital Programme for 2021/2022.

The report provided details of the Local Authority funded Revenue Budget for Adult Services which amounted to £66.352m for 2021/2022. Table Two provided an analysis of the Budget across the functions within Adult Services.

It was also noted that commencing in 2019/20, elements of the Adults Services budget had been included within the pooled budget with the Clinical Commissioning Group. Budgets for the new year needed to be approved and would be brought forward in a report to the Joint Commissioning Committee.

Appendix A to the report outlined a service specific detailed variance analysis of changes between the original Budget for 2020/2021 and the proposed Budget for 2021/2022.

With regard to savings and efficiencies, the Adults Department savings programme of £12.26m had been identified in the February, 2021 budget report to Council. A breakdown was

detailed in appendix B to the report and budgets would be amended during the year when reviews were realised. As part of the budget setting process, savings had been identified and achieved in respect of the following savings options:

- do not apply Non-Pay Inflation (£1.25m);
- review of care packages and placements demand strategy (£3.65m);
- delivery of a Learning Disability Supported Housing strategy (£1.1m);
- review of Income and Subsidies (£2.52m of which £2.22m to be realised by various options); and
- review of all contracts and grants (£100k of the £675k option).

Appendix C to the report provided details the Department's Capital Programme, which totalled £5.41m in the 2021/22 Financial Year. It was recommended that the Managing Director of the Bolton Integrated Care Partnership be authorised to procure for schemes under the limit of £300k via the Council's Corporate Procurement Team either through call offs under any available framework(s) or via an open tender procurement process to enable the capital programmes to progress.

**The Executive Cabinet Member for Adult Social Care  
NOTED -**

- (i) The Revenue Budget for Adult Services in the sum of £66,351,900; and**
- (ii) The Capital Programme for Adult Services in the sum of £5,410,000: and APPROVED -**
- (iii) The savings and efficiencies identified within the report now submitted; and**
- (iv) The Managing Director of the Bolton Integrated Care Partnership being given delegated authority to call off on the framework(s) for the Capital Programme, as detailed in section 7 of the report now submitted.**

**CONFIDENTIAL ITEM**

**The background papers and reports in relation to the following item were considered confidential as defined in paragraph 3 of Schedule 12A of the Local Government Act 1972 and that it be deemed that, in all the circumstances of the case, the public interest in their exemption outweighs the public interest in their disclosure.**

**18. FEE RATES FOR ADULT SOCIAL CARE AND HEALTH SERVICES 2021/22**

**Councillor Morgan declared an interest in the following item of business and left the meeting during the consideration and determination thereof.**

The Managing Director of the Bolton Integrated Care Partnership submitted a report which sought approval for proposals in relation to the setting of fee rates for 2021/22 in relation to Adult Social Care and Health Services.

Full details of the proposed 2021/22 as they related to the Council were provided in Section 6 of the report.

It was noted that the report and fee proposals contained in Section 5 of the report would need to be considered and agreed by the Joint Commissioning Committee.

**The Executive Cabinet Member for Children's Services, in her capacity as deputy for the Executive Cabinet Member for Adult Social Care, APPROVED –**

**(i) The rates, as detailed in section 6 of the report now submitted, in respect of Adult Social Care and Health Services; and NOTED -**

**(ii) The remainder of the report.**

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## **ADULT SOCIAL CARE**

A record of decisions made by the Executive Cabinet Member with responsibility for Adult Social Care, Safeguarding for Adults and Bolton Cares.

**MONDAY, 12<sup>TH</sup> APRIL, 2021**

Following consideration of the matters detailed below in the presence of:-

Councillor Morgan	- Executive Cabinet Member for Adult Social Care
Councillor Sherrington	- Major Opposition Spokesperson
Councillor Hayes	- Minor Opposition Spokesperson
Councillor Pattison	- Minor Opposition Spokesperson
Councillor Gibbon (as deputy for Councillor Hornby)	- Minor Opposition Spokesperson

### **Officers**

Ms R. Tanner	- Managing Director – Bolton Integrated Care Partnership
Ms T. Minshull	- Assistant Director for Commissioning
Mr P. Lee	- Assistant Director for Operations - Social Care and Health
Ms L. Butcher	- Head of Finance
Mrs S. Bailey	- Principal Democratic Services Officer

## **19. MONITORING OF EXECUTIVE CABINET MEMBER DECISIONS**

The Borough Solicitor submitted a report which provided an update on decisions taken at previous meetings of the Executive Cabinet Member.

**The Executive Cabinet Member NOTED the report.**

## **20. TRANSFER OF APPOINTEESHIP CLIENTS TO EXTERNAL DEPUTYSHIP**

The Managing Director of the Bolton Integrated Care Partnership submitted a report which sought approval for the referral of Appointeeship clients to external court approved deputyship provision.

The report stated that a number of Appointeeship service users had been identified as having increasingly complex financial affairs. For such cases, the provision of an Appointeeship service was no longer sufficient in meeting their needs in the best possible way. In addition, an Appointee would not possess the necessary authority to make decisions on certain matters.

The report advised that as these individuals lacked the necessary mental capacity to make cohesive decisions about their financial affairs, transferring them to a Deputyship would be the next legal step in managing their assets in a more effective way. This would meet their needs more appropriately and would further safeguard their assets as well as being more compliant with legal requirements.

In this regard, the report put forward various options to refer these individuals to an external Court of Protection appointed deputy with the necessary expertise, as follows:

Option 1 – apply to the Court of Protection for a nominated Council officer to act as Deputy;

Option 2 – apply to the Court of Protection and request that it seek a panel Deputy from its list of approved law firms; and

Option 3 – source an external Deputy through the North West Legal Consortium.

The report recommended approval of Option 3 for the reasons outlined.

The Council would take steps to train officers to act as Deputy with a view to moving to option 1 at a later date.

**The Executive Cabinet Member APPROVED –**

**The delegation of authority to the Managing Director of the Bolton Integrated Care Partnership to implement Option 3, detailed in the report now submitted, and to enter into a contract with a law firm identified via the North West Legal Consortium to enable referrals for Deputyship to be made by designated officers within the Department of People.**

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**NOTES**

## **STRATEGIC HOUSING AND PLANNING**

A record of decisions made by the Executive Cabinet Member with responsibility for Strategic Housing and Planning:-

**TUESDAY, 9<sup>th</sup> MARCH, 2021**

Following consideration of the matters detailed below in the presence of:-

- |                      |   |
|----------------------|---|
| Councillor Hewitt    | - Executive Cabinet Member for Strategic Housing and Planning |
| Councillor Silvester | - Major Opposition Spokesperson                               |
| Councillor Weatherby | - Minor Opposition Spokesperson                               |
| Councillor Allen     | - Minor Opposition Spokesperson                               |

### **Officers**

- |                    |   |
|--------------------|---|
| Mr. G. Brough      | - Director of Place   |
| Mr. P. Whittingham | - Assistant Director of Economic Development and Regeneration |
| Ms. H. Gorman      | - Borough Solicitor   |
| Mr. S. Manley      | - Interim Head of Planning                                    |
| Ms. J. Pollard     | - Head of Strategic Finance                                   |
| Mrs. V. Ridge      | - Democratic Services Manager                                 |

### **13. MONITORING OF EXECUTIVE CABINET MEMBER DECISIONS**

The Borough Solicitor submitted a report which provided an update on decisions taken at previous meetings of the Executive Cabinet Member.

**The Executive Cabinet Member NOTED the report.**

#### **14. DIRECTORATE OF PLACE – BUDGET REPORT 2021/2022**

A joint report of the Deputy Chief Executive and the Director of Place was submitted which represented the final stage of the Corporate Business Planning Process (CBPP) for 2021/2022 and it outlined the portfolio revenue budgets and capital programme within the Directorate of Place.

The Executive Cabinet Member was advised that the proposed revenue budget for Directorate of Place, prior to the implementation of savings options, amounted to £37,796,000.

Appendix B to the report provided a summary of the saving options for 2021/2023 which amounted to £6,581,000 and further details of the options were provided in the report.

Appendix C to the report also detailed the Directorate of Place capital programme for 2021/2022 to 2022/2023 which totalled £51,840,000.

#### **The Executive Cabinet Member NOTED –**

- (i) The proposed revenue budget of £37,796,000 prior to the adoption of saving options;**
- (ii) The savings options as outlined in Appendix B to the report totalling £6,581,000 and following this the Strategic Budget will amount to £31,215,000; and**
- (iii) The capital programme as detailed in Appendix C to the report which totals £51,840,000.**

## **STRONGER COMMUNITIES**

A record of decisions made by the Executive Cabinet Member with responsibility for Stronger Communities:-

**TUESDAY 9<sup>th</sup> MARCH, 2021**

Following consideration of the matters detailed below in the presence of:-

Councillor Muslim	- Executive Cabinet Member – Stronger Communities
Councillor Murray	- Major Opposition Spokesperson
Councillor Veevers	- Minor Opposition Spokesperson
Councillor McMulkin	- Minor Opposition Spokesperson
Councillor Weatherby	- Minor Opposition Spokesperson
Councillor Parkinson	- Minor Opposition Spokesperson

### **Officers**

Ms. S. Johnson	- Deputy Chief Executive
Ms. H. Gorman	- Borough Solicitor
Ms. E. Brook	- Assistant Director Strategy and Partnerships
Mr. R. Martinez	- Head of Community Safety and Neighbourhoods
Ms. J. Pollard	- Head of Strategic Finance
Mr. J. Curtis	- Information Governance Team Leader
Mrs. V. Ridge	- Democratic Services Manager

## **8. MONITORING OF EXECUTIVE CABINET MEMBER DECISIONS**

The Borough Solicitor submitted a report which provided an update on decisions taken at previous meetings of the Executive Cabinet Member.

**The Executive Cabinet Member NOTED the report.**

## **9. DIRECTORATE OF CORPORATE RESOURCES – BUDGET REPORT 2021/2022**

A joint report of the Deputy Chief Executive and the Director of Place was submitted which represented the final stage of the Corporate Business Planning Process (CBPP) for 2021/2022 and it detailed the changes between the 2020/2021 and the 2021/2022 revenue budget for the Directorate of Corporate Resources.

The Executive Cabinet Member was advised that the controllable CBPP revenue budget for the Directorate of Corporate Resources, before the implementation of strategic budget options, amounted to £27.831 million and within this Directorate, the controllable CBPP revenue budget for the Executive Cabinet Member for Stronger Communities portfolio, before the implementation of strategic budget options, amounted to £2.049 million.

In terms of the proposed budget, the total net revenue budget for the Directorate of Corporate Resources, after the implementation of strategic budget options, amounted to £14.191 million. It was also stated that at the February budget meeting of Council budget reductions of £36.5 million were allocated to Directorates and this equated to £7.431 million for the Directorate of Corporate Resources and the Corporate centre.

Appendix D to the report provided a summary of the options for 2021/2022 and further details of the options were provided in the report which amounted to £7.431 million.



Appendix E to the report also detailed the total capital programme for the Directorate of Corporate Resources.

**The Executive Cabinet Member NOTED –**

- (i) The controllable revenue budget for the Executive Cabinet Member for Stronger Communities Portfolio before the implementation of strategic budget options, amounted to £2.049 million;**
- (ii) The capital programme as outlined in Appendix E to the report;**
- (iii) The allocated directorate and corporate savings options of £7,431,000 as outlined in Appendix D to the report; and APPROVED -**
- (iv) The identified savings of £200,000 as set out in section 5.1 of the report.**

**10. £100,000 ANTI-SOCIAL BEHAVIOUR/  
NEIGHBOURHOOD WATCH FUNDING – UPDATE  
REPORT**

The Deputy Chief Executive submitted a report which provided an update on the progress of spend against, and activity undertaken as a result of, the £100,000 Anti-social Behaviour/Neighbourhood Watch Funding.

By way of background, the report advised that in February, 2018 the Cabinet approved the allocation of £100,000 as a one-off programme to provide investment in local crime and disorder interventions, specifically focused on anti-social behaviour and Neighbourhood Watch. The Executive Cabinet Member agreed that £30,000, from the total £100,000 programme budget, should be ring fenced to a central pot to support refreshing and supporting a Neighbourhood Watch (NW) model across the borough. Furthermore, the remaining £70,000 was split evenly across each ward (£3,500) for ward councillors to determine initiatives to meet local priorities and need in relation to crime and anti-social behaviour.

The report provided an update on the spend to date against the £100,000 and also provided an update on activity as part of the workstream.

In terms of the central budget, total spend to date was £24,901 and with regard to the ward based allocation total committed spend was £11,666.16.

The Executive Cabinet Member was also advised that the project management for this funding programme had moved from the Department of Place into the Chief Executive's Department and, therefore, it was recommended that delegated authority be transferred from the Assistant Director of Place to the Assistant Director of Chief Executives.

**The Executive Cabinet Member NOTED –**

- (i) The progress of spend against the £100,000 Anti-Social Behaviour and Neighbourhood Watch Funding and the activity undertaken to date as part of the work stream; and AGREED –**
- (ii) To hold £4,825.43 in the central budget to support Community Speed watch should this be required; and**
- (iii) To transfer delegated authority to the Assistant Director Strategy and Partnerships, in consultation with the Executive Cabinet Member, to approve the necessary spend associated with the programme.**

**11. UPDATE – OPEN DATA AND TRANSPARENCY**

The Borough Solicitor submitted a report which put forward options regarding open data and the publication of data/information which aimed to support transparency and Local Government.

The report provided an overview and consideration of options and recommendations regarding the Council's next phase of publishing relevant data sets and the wider themes of open data, responding to Freedom of Information requests, transparency and open Government.

The Executive Cabinet Member was advised that COVID-19 19 had meant that there had been a change in how people operated and did business and as such, any future publication should consider how the people of Bolton, including businesses, could be supported including specifically health and wellbeing, as well as social and economic factors and the value of that publication.

The report outlined a number of options which considered existing portals and publications and provided some examples across the Country, viz:-

- Option 1 – pilot the Northern Data Mill – it was stated that this option should only be considered when there was requirement to publish with other Local Authorities across the North of England;
- Option 2 – existing Bolton Council technology – it was proposed to agree and define which data sets should be published and test the platforms available; and
- Option 3 – Data.gov.uk – it was stated that in total the Council had published 35 datasets which must be developed to signpost to any other existing publications. Some work was required to ensure that these datasets were updated and this would be addressed through an open data working group.

The report also put forward the following recommendations, viz:-

- The Information Governance Steering Group acts as the strategic group and develops and owns the data strategy;
- To endorse the Greater Manchester declaration on responsible and intelligent data practice and recommendations detailed primarily in sections two and three of the report;
- To engage with stakeholders to develop a hackathon and plan regarding future publications which supports the people of Bolton and businesses; and
- That the Executive Cabinet Member for Stronger Communities acts as a sponsor and champion.

**The Executive Cabinet Member AGREED the recommendations and support going forward for the proposed second phase in relation to open data and transparency as now detailed.**

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## **STRONGER COMMUNITIES**

A record of decisions made by the Executive Cabinet Member with responsibility for Stronger Communities:-

**TUESDAY 6<sup>th</sup> APRIL, 2021**

Following consideration of the matters detailed below in the presence of:-

Councillor Muslim	- Executive Cabinet Member – Stronger Communities
Councillor Murray	- Major Opposition Spokesperson
Councillor Veevers	- Minor Opposition Spokesperson
Councillor McMulkin	- Minor Opposition Spokesperson
Councillor Weatherby	- Minor Opposition Spokesperson
Councillor Parkinson	- Minor Opposition Spokesperson
Councillor Brady	- Minor Opposition Spokesperson

### **Officers**

Ms. S. Johnson	- Deputy Chief Executive
Ms. H. Gorman	- Borough Solicitor
Ms. E. Brook	- Assistant Director Strategy and Partnerships
Mr. R. Martinez	- Head of Community Safety and Neighbourhoods
Mrs. V. Ridge	- Democratic Services Manager

## **12. MONITORING OF EXECUTIVE CABINET MEMBER DECISIONS**

The Borough Solicitor submitted a report which provided an update on decisions taken at previous meetings of the Executive Cabinet Member.

**The Executive Cabinet Member NOTED the report.**

## **13. HATE CRIME PROGRESS REPORT AND ACTION PLAN**

The Deputy Chief Executive submitted a report which provided information relating to the Greater Manchester Hate Crime Strategy and localised action plan.

The Executive Cabinet Member was advised that, in 2018/2019, the Greater Manchester Combined Authority (GMCA) undertook a review of hate crime across Greater Manchester (GM) and, as several Local Authority Hate Crime strategies were due for renewal, it was considered the best approach would be to develop one GM-wide Hate Crime Strategy to ensure consistent messages on how hate crime was addressed and tackled. It was stated that each local authority would continue to have localised delivery plans to ensure specific hate crime issues within the area were addressed appropriately.

The report advised that, following an extensive consultation exercise with the community and stakeholders and working with the ten Local Authority and Police hate crime leads, the three year Greater Manchester Hate Crime Strategy was developed and in October, 2020, the GMCA published the Greater Manchester's Plan to Tackle Hate Crime 2020-2023.

The Executive Cabinet Member was informed that the key priorities for the next three years had been determined as follows:-

- Raise awareness;
- Improve support for victims of hate;

- Increase the reporting of hate crimes; and
- Prevent hate crime.

Details of how these would be achieved were summarised in the report.

The report advised that to deliver the GM priorities, Local Authorities along with the Police had developed local action plans which would deliver projects and initiatives that would be reviewed annually. A copy of Bolton's Hate Crime Plan, which had been approved by the Community Safety Partnership, was detailed in Appendix A to the report.

The Executive Cabinet Member was also advised that each of the Local Authorities in Greater Manchester had received £10,000 in hate crime grant funding from GMCA which should be invested in hate crime-related activities and to support Hate Crime Awareness Week that was held in February every year. Furthermore, an additional £500 had been made available to contribute towards the project management costs.

The report also provided details in relation to a hate crime pilot which was operating in Bolton which involved the Crown Prosecution Service being involved with the police much earlier on in an investigation. It was also explained that alongside the pilot, CPS were currently in the process of setting up Local Scrutiny Involvement Panels to engage communities and partners in assessing the quality of hate crime casework and details of this were provided in the report.

**The Executive Cabinet Member ENDORSED –**

**(i) The Bolton Hate Crime Action Plan as developed and approved by the Community Safety Partnership; and REQUESTED –**

**(ii) A progress report on the delivery of the Hate Crime Action Plan be submitted to this meeting in six months time.**