

Bolton Council

MEETING OF THE COUNCIL

25TH August 2021

THE CABINET AND EXECUTIVE CABINET MEMBER MEETINGS



BOLTON METROPOLITAN BOROUGH

Cabinet – 14 th June and 26 th July 2021	AA
Executive Cabinet Member – Leader – 13 th and 27 th July 2021	BB
Executive Cabinet Member – Deputy Leader – 21 st and 28 th June and 26 th July 2021	CC
Executive Cabinet Member for Children's Services – 14 th June and 12 th July 2021	DD
Executive Cabinet Member for Environmental Regulatory Services – 21 st July 2021	EE
Executive Cabinet Member for Environmental Services Delivery – 21 st June and 21 st July 2021	FF
Executive Cabinet Member for Highways and Transport – 21 st and 30 th July 2021	GG
Executive Cabinet Member for Wellbeing – 14 th June 2021	HH
Executive Cabinet Member for Adult Social Care – 14 th June 2021	JJ
Executive Cabinet Member for Strategic Housing and Planning – 15 th June and 13 th July 2021	KK
Executive Cabinet Member for Stronger Communities – 13 th July 2021	LL
Audit Committee – 7 th July 2021	MM



TONY OAKMAN
Chief Executive
Town Hall, Bolton

11th August 2021

AA1

THE CABINET

MEETING, 14TH JUNE, 2021

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

Other Members in Attendance

Councillor Walsh
Councillor Peel
Councillor Zaman
Councillor Donaghy
Councillor Haworth
Councillor Hayes
Councillor Sanders
Councillor Brady

Officers

Mr. T. Oakman	Chief Executive
Ms. S. Johnson	Deputy Chief Executive
Ms. B. Brown	Director of Children's Services
Mr. I. Walker	Assistant Director Children's Social Care and Early Help
Mrs. H. Gorman	Borough Solicitor
Mrs. V. Ridge	Democratic Services Manager

Apologies for absence were submitted on behalf of Councillors Allen, Connor, Cox, Dean, Ismail, Morgan and Radcliffe.

Councillor Greenhalgh in the Chair.

1. MINUTES

The minutes of the proceedings of the meeting of the Cabinet held on 12th April, 2021 were submitted and signed as a correct record.

2. MINUTES OF THE MEETING OF THE GREATER MANCHESTER COMBINED AUTHORITY

The minutes of the meeting of the Greater Manchester Combined Authority held on 28th May, 2021 were submitted for information.

3. THE DEMAND MANAGEMENT STRATEGY FOR SOCIAL CARE AND EARLY HELP

The Executive Cabinet Member for Children's Services and the Director of Children's Services submitted a report and gave a presentation which provided an update on The Demand Management Strategy for Social Care and Early Help.

Members were advised that Bolton had an ambition that all children would have the opportunity to reach their full potential and the current work in Children's Services had this ambition at its centre. It was explained that there were three key strands which were the Early Help Strategy; the Demand Management Strategy; and the Belonging In Bolton consultation on Inclusive Education and, together, they formed a road map from Early Years to Post 16 and transition to adulthood that supported identification of need at the earliest opportunity across education and learning as well as family and community.

The report stated that like most other local authorities Bolton Social Care and Early Help (SC&EH) was expecting significant pressures on its services and the numbers of looked after children in England had increased every year since 2008 and had increased by 5% over the past 5 years. Furthermore, the impact of Covid19 and 'lockdown' had also significantly

accelerated this increase in demand for services throughout the social care pathway.

To meet this increased demand in services the department had a strategy in place and there were also a number of linked strategies that together formed the basis of the broader Children's Plan. It was also stated that social care demand needed to be viewed alongside the work on prevention and the investment in Early Help and the work in schools, in particular the Belonging Strategy which was the approach to inclusive education in Bolton, which was currently out for consultation, and the SEND strategy that supported the Council's approach to children with additional educational needs many of whom were Looked After Children as well.

In terms of the Demand Strategy for Social Care, this was summarised by:-

- Reducing unnecessary demand on the children's social care 'front door';
- Removing barriers to 'de-planning' Child Protection cases;
- Removing barriers to permanency planning – ensuring that children reached permanence at the earliest opportunity;
- Reduction in Placement Costs and increased use of in-house foster care; and
- Improved social worker retention and career progression.

Further details in relation to each of the above aims and how these would be achieved were provided in the report.

In terms of the financial implications, members were advised that the implementation of the Demand Management Strategy had been initiated and the actual financial reduction on placements was £759,000 by 1st April, 2021 and that this would be monitored through the monthly monitoring and within the Children's Performance Board.

Appended to the report was also the Greater Manchester Sufficiency Document, the Demand Management slides and action plan and the Early Help slides and strategy.

Resolved – (i) That the report be noted.

(ii) That the strategies outlined in the report be endorsed.

(iii) That the monitoring and governance of the actions and outcomes of the strategies via the Children’s Services Performance Boards, the Executive Cabinet Member for Children’s Services, the Corporate Parenting Board, the Children’s Services Scrutiny Committee, Corporate Leadership Team and Cabinet be endorsed.

(iii) That the documents appended to the report be noted and endorsed.

THE CABINET

MEETING, 26TH JULY, 2021

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

Other Members in Attendance

Councillor Walsh
Councillor Dean
Councillor Radcliffe
Councillor Peel

Councillor Zaman
Councillor McKeon (as deputy for Councillor Donaghy)
Councillor Haworth
Councillor Hayes
Councillor Sanders
Councillor Allen
Councillor McMulkin (as deputy for Councillor Ismail)

Officers

Mr. T. Oakman	Chief Executive
Ms. S. Johnson	Deputy Chief Executive
Mr. G. Brough	Director of Place Development
Mr. J. Dyson	Director of Place Services
Dr. H. Lowey	Director of Public Health
Mrs. H. Gorman	Borough Solicitor
Mr. P. Whittingham	Assistant Director Economic Development and Regeneration
Mr. S. Warburton	Transport for Greater Manchester
Mrs. V. Ridge	Democratic Services Manager

Apologies for absence were submitted on behalf of Councillors Brady, Connor, Donaghy and Ismail.

Councillor Cox in the Chair.

4. MINUTES

The minutes of the proceedings of the meeting of the Cabinet held on 14th June, 2021 were submitted and signed as a correct record.

5. GM CLEAN AIR FINAL PLAN

The Executive Cabinet Member for Environmental Services Delivery and the Director of Place - Services submitted a report

and Mr. S. Warburton, Transport for Greater Manchester, gave a presentation which set out the proposed Greater Manchester Final Clean Air Plan (GM CAP) and policy following a review of all the information gathered through the GM CAP consultation and wider data, evidence and modelling work which was to be agreed by the ten Greater Manchester authorities and also sought approval of the proposed plan as set out in the recommendations contained in the report.

Members were reminded that in Greater Manchester, the ten GM local authorities, the Greater Manchester Combined Authority (GMCA) and Transport for Greater Manchester (TfGM), collectively referred to as 'GM' had worked together to develop a Clean Air Plan to tackle NO₂ Exceedances at the Roadside, referred to as GM CAP.

The report set out the progress made on the GM Clean Air Plan and the report was supported by the following documents which were proposed and subject to approval by the ten GM local authorities, viz:-

- Appendix 1 – GM CAP Policy following Consultation;
- Appendix 2 – GM CAP Equality Impact Assessment following Consultation;
- Appendix 3 – AECOM Consultation Report;
- Appendix 4 – Response to consultation;
- Appendix 5 – Impacts of Covid-19 Report;
- Appendix 6 – Air Quality Modelling Report following Consultation and with Covid-19 impacts;
- Appendix 7 – Economic Implications of CAP following Consultation and with Covid-19 impacts;
- Appendix 8 – Update on Other Cities' Clean Air Plans;
- Appendix 9 – Compliance with the Secretary of State's Direction; and
- Appendix 10 – Clean Air Zone ANPR and Signage Locations.

Members were advised that the final GM Clean Air Plan set out final proposals for the following, viz:-

- The boundary, hours of operation, management of the scheme, discounts, exemptions and daily charges of a Clean Air Zone;
- The amount of supporting funds for each vehicle type; and
- Other supporting measures.

The report also stated that in relation to the Clean Air Zone (CAZ), this covered the operation and management of the GM CAZ and the anticipated implementation date of the charging CAZ was 30th May, 2022 when the charges would apply to non-compliant buses, HGV's and Hackney Carriages and Private Hire Vehicles licensed outside of Greater Manchester. With regards to non-compliant LGV's minibuses and coaches and GM licensed Hackney Carriages and Private Hire Vehicles these would be subject to the charges from 1st June, 2023 when a temporary exemption expired.

The boundary of the CAZ would cover the whole of Greater Manchester, excluding the strategic Road Network which was managed by Highways England and the daily charges remained the same as at consultation.

Members were also advised that feedback from the consultation and consideration of the impact of Covid-19 on Greater Manchester had been used to better understand the requirements of those businesses, individuals and organisations who most needed the support to upgrade. It was therefore proposed to amend the support funds from consulted upon and the final proposed policy increased the funding per vehicle for Private Hire Vehicles, coaches, HGV's and vans whilst remaining the same for other types of vehicle types. There were also more options for replacement and retrofit for hackney carriages, PHV's, minibuses and vans.

The report stated that the proposed final GM Clean Air Plan did not include a Hardship Fund, however, Government had confirmed that they wished to ensure that Clean Air Funds could be adapted if necessary and that they would continue to work with GM to understand the situation, including the funding position, if the impacts proved to be more severe than

forecasted. The final plan also explained the next steps with the charging infrastructure and the Try Before You Buy Hackney Carriage scheme.

The report also summarised the Air Quality Modelling of the final CAP package and, taking into account the impacts of Covid-19, concluded that the proposed final plan would achieve compliance with the legal limits for Nitrogen Dioxide within Greater Manchester in the shortest possible time and by 2024 at the latest as required by the Ministerial Direction.

The report also provided information in relation to the following, viz:-

- The key findings of consultation;
- Highlights from the proposed GM response to the consultation report;
- The findings of the impact of Covid-19 research, which looked at the potential impact of the Covid-19 pandemic and the potential economic and behavioural changes that might occur;
- The key findings of the GM CAP Equality Impact Assessment following consultation; and
- The latest position on Government funding, an update on the bus retrofit fund and progress on the GM Clean Air Zone, which included signage and governance.

In conclusion, members were informed that making the charging scheme was desirable to facilitate the achievement of the local transport policies of the 10 GM local authorities and the GMCA, in particular policy 8 of the 2040 Transport Strategy and the GM CAP had been developed in line with the 2040 Transport Strategy principles and vision.

Members were also informed that the GM Clean Air Plan had been pre-scrutinised at a joint meeting of the Place and Health Overview and Adult Social Care held on 19th July, 2021 when the following motion was unanimously approved, viz:

The joint scrutiny committee accepts that Bolton Council, along with the other 9 GM Councils, has been placed in

an unacceptable position by Central Government in relation to the directive that places a legal duty on this authority to reduce harmful Nitrogen Dioxide levels 'in the shortest possible time'.

Whilst accepting that it is right and proper for the health of our residents that these dangerous particulates must be removed from the air we all breathe, we express our dissatisfaction with the Government on the following grounds:

1. That there is no overriding national strategy to tackle this issue. There is no initiative led and promoted by HM Government on what is such a serious issue. Instead HM Government have, over several years, cherry picked the 'worst' polluted areas and instructed the geographically relevant local council to take action. This ignores many other urban areas who whilst currently 'compliant' on clean air, could in due course receive a directive.
2. A proper national strategy on clean air should have been formulated around the provision of adequate funding for a national vehicle scrappage and retrofit scheme for all non-compliant vehicles.
3. By instructing individual councils to formulate their own plans, (or even when they have chosen to work as group, as in the case of GM) the opportunities for a national capital scheme have been lost, leading to the capital being offered by HM Government being inadequate to meet the needs of most vehicle owners, who are often low paid, such as private hire and hackney drivers, and self-employed 'white van' drivers.
4. We contend that the quickest method by which harmful emissions can be reduced is through a generous national vehicle scrappage scheme rather than punitive charging measures, which will cause harm to innocent self-employed and employed

people, who are guilty of nothing more than making the same vehicle purchase choices as everyone else.

The Government directive is placed on Bolton Council (among others), not on the GM Combined Authority, TFGM, or the office of the Mayor of GM. However, we note that Bolton Council has worked in partnership with the other councils in GM, and we commend and congratulate the political leadership of the GM authorities for continuing to push HM Government for the best possible deal for GM residents. The Government response has been, however, inadequate.

This joint Scrutiny Committee asks that the Cabinet:

1. Express, via the Leader of the Council, in a formal letter to HM Government in the strongest possible terms, the wording of this resolution.
2. Continue to work collaboratively with the other 9 GM authorities to explore other opportunities of mitigation against the worst financial aspects that Clean Air Charging will place on Bolton residents.

Resolved – (i) That the progress of the Greater Manchester Clean Air Plan be noted.

(ii) That the progress in the distribution of Bus Retrofit funding be noted.

(iii) That the Ministers' agreement to include the sections of the A628/A57 in Tameside which form part of the Strategic Road Network within the Greater Manchester's Clean Air Zone (CAZ) and their request for Tameside MBC, TfGM and Highways England to establish the most appropriate solution for the charging mechanism to be applied on this section of the Strategic Road Network (SRN) be noted.

(iv) That the GM Clean Air Plan Policy, at Appendix 1 to the report noting that the policy outlines the boundary,

discounts, exemptions, daily charges of the Clean Air Zone as well as the financial support packages offered towards upgrading to a compliant vehicle, including the eligibility criteria to be applied be approved.

(v) That the Equalities Impact Assessment, as set out at Appendix 2 to the report, be agreed.

(vi) That the AECOM Consultation Report, as set out at Appendix 3 to the report, be agreed.

(vii) That the proposed Response to the Consultation at Appendix 4 to the report, which has been prepared by TfGM on behalf of the ten GM local authorities be agreed.

(viii) That the Impacts of COVID-19 Report, as set out at Appendix 5 to the report, be agreed.

(ix) That the Modelling report of the final CAP package, as set out at Appendix 6 to the report, and in particular that the modelling outputs of the final plan scheme show the achievement of compliance with the legal limits for Nitrogen Dioxide in the shortest possible time and by 2024 at the latest as required by the Ministerial Direction be agreed.

(x) That the economic implications of the CAP Report, as set out at Appendix 7 to the report, be agreed.

(xi) That the update on the GM Minimum Licensing Standards, set out in section 3.1 in the report, and in particular that licensing conditions will not be used to support delivery of the GM Clean Air Plan be noted.

(xii) That a 6-week public consultation on the inclusion of motorhomes classified as MSP1 in the GM Clean Air Zone and on the inclusion of the A575 and A580 at Worsley commencing on 1 September, 2021 be approved and that the Director of Place - Services be given delegated authority to approve the consultation materials.

(xiii) That it be noted that the GM Clean Air Charging Authorities Committee has the authority to make the Charging Scheme Order which establishes the GM Charging Scheme in line with the agreed GM Clean Air Plan Policy.

(xiv) That it be noted that the GM Charging Authorities Committee has the authority to vary the Charging Scheme Order if this is established as the most appropriate charging mechanism to be applied on sections of the A628/A57 part of the Strategic Road Network (SRN) in Tameside.

(xv) That it be noted that the Air Quality Administration Committee has the authority to agree the final form of the Operational Agreement for the Central Clean Air Service, and to authorise the making of the Agreement, on behalf of the ten GM local authorities.

(xvi) That it be noted that the Air Quality Administration Committee has the authority to:

- a. establish and distribute the funds set out in the agreed GM Clean Air Plan policy;**
- b. approve the assessment mechanism agreed with JAQU to ensure that Clean Air Funds can be adapted if necessary;**
- c. keep the use of the funds under review and to determine any changes in the amounts allocated to each and their use and**
- d. Monitor and evaluate the joint local charging scheme.**

(xvii) That the reallocation of funding from the Try Before You Buy scheme to provide additional electric vehicle charging points dedicated for use by taxis be approved.

(xviii) That the GM Charging Authorities Committee be given delegated authority to determine the outcome of the consultation on both the inclusion of motorhomes classified as MSP1 within the scope of Clean Air Zone charges and on the inclusion in the GM Clean Air Zone of

the A575 and A580 at Worsley following the conclusion of that consultation.

(xix) That the Clean Air Zone ANPR and signage locations, as set out at Appendix 10 to the report, be agreed.

(xx) That the Director of Place - Services be given delegated authority to approve the submission of the Interim Full Business Case if required and the Director of Place – Services the Full Business Case (FBC) to the Government's Joint Air Quality Unit to support the GM Clean Air Plan and any supplementary information to that Unit.

(xxi) That the motion agreed by the Joint Place and Health Overview and Adult Social Care Scrutiny Committee, as detailed above, be approved.

6. GREATER MANCHESTER PLACES FOR EVERYONE – PUBLICATION PLAN AND SUBMISSION

The Executive Cabinet Member for Strategic Housing and Planning and the Director of Place – Development submitted a report which sought members approval of the Places for Everyone Publication Plan 2021 for publication and submission to the Secretary of State for Housing, Communities and Local Government.

Members were advised that nine of the ten Greater Manchester local planning authorities were jointly preparing the Greater Manchester Places for Everyone (PfE) which replaced the Greater Manchester Spatial Framework 2020 following the withdrawal of Stockport Council and revisions to this document fell into 5 broad categories which were outlined within the report.

The report also provided details in relation to the assessment which was undertaken of the proposed changes and it was stated that, having considered the impact of the five different categories, it was necessary to consider if their cumulative impact would result in a plan which had substantially the same

effect on the participating nine districts as GMSF 2020. Members were advised that the resultant impact of the changes on the overall strategy of the joint plan and its effect on the remaining nine districts was limited and, on this basis, it was recommended that the plan proceed to a Publication stage consultation.

In terms of the PfE2021, it was explained that this provided an important opportunity to create the conditions for inclusive economic growth, provide opportunities for the provision of much needed homes, protect and enhance the natural environment. The plan was also not being prepared in isolation and was supported by the Transport 2040 Delivery Plan and also sat alongside the Local Industrial Strategy, Housing Strategy, 5 Year Environment Plan, Digital and Cultural Strategies.

The report advised that the plan for sustainable growth in the nine boroughs was as follows:-

- Set out how they should develop up to the year 2037;
- Identified the amount of new development that would come forward in terms of housing, offices and industry and warehousing and the main areas in which this would be focused;
- Identified the important environmental assets which would be protected and enhanced;
- Allocated sites for employment and housing required outside of the urban area;
- Supported the delivery of key infrastructure, such as transport and utilities; and
- Defined a new Green Belt boundary for the nine boroughs.

The report also outlined in detail proposals which were contained within the PfE in the following areas, viz:-

- Spatial Strategy;
- Jobs;
- Homes;

- Environment;
- Brownfield land preference;
- Greenbelt; and
- Policies for Bolton.

In terms of the next steps, members were advised that following consultation on the Publication Plan, the draft joint DPD and the representations made in the Publication stage were sent to the Secretary of State which was known as the 'Submission Stage'. Upon completion of the consultation on the Publication Plan in late 2021, a post consultation report would be prepared and then the plan would be submitted to the Secretary of State for Examination in early 2022 which would require approval of each of the nine full Councils of the participating local authorities.

Resolved – (i) That the Places for Everyone Publication Plan 2021, including strategic site allocations and Greenbelt boundary amendments, and reference to the potential use of the compulsory purchase powers to assist with site assembly be approved for publication pursuant to Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 for an eight week period for representations to begin not earlier than 9th August, 2021.

(ii) That the Director of Place – Development be given delegated authority to approve the relevant Statement of Common Ground(s) required pursuant to the National Planning Policy Framework 2019.

7. 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 items 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.

**8. BOLTON GM HEALTH INNOVATION CLUSTER
MEMORANDUM OF UNDERSTANDING**

The Director of Place – Development submitted a report which informed members of the intention to enter into a strategic partnership to oversee the development of the Greater Manchester Health Innovation Cluster and sought approval to enter into a Memorandum of Understanding with the relevant partners.

Members were advised that the proposal was to create an innovation cluster that placed health at the centre of the community to support wellbeing and positive health outcomes, create skills and training opportunities for young people, contribute to Covid-19 recovery and support the provision of new models of health and social care.

The report stated in order to move forward approval was sought for the Council to enter into a strategic non-binding partnership, in accordance with a draft Memorandum of Understanding (MoU), to create a roadmap for securing the Bolton Greater Manchester Health Innovation Cluster (BGMHIC) Project Vision. It was also advised that in addition to the current partners referred to in the draft MoU, it was the current partner's intention to widen the partnership by including other partners who would also sign the partnership agreement.

Members were also informed that it was proposed that all parties were responsible for their own costs in relation to the MoU.

A copy of the proposed draft MoU was attached to the report at Appendix 1.

Resolved – That the Borough Solicitor be authorised to agree and sign a final version of the Memorandum of Understanding, as detailed in Appendix 1 to the report, on behalf of the Council.

9. TOWN CENTRE OPTIONS AGREEMENT

A joint report of the Deputy Chief Executive and the Director of Place - Development was submitted which updated members in relation to the status of the option agreements relating to Crompton Place, Trinity Gateway and Le Mans Crescent.

Resolved – (i) That the Director of Place - Development be authorised, in consultation with the Executive Cabinet Member Deputy Leader Portfolio, to negotiate and finalise the agreements in respect of Crompton Place, Trinity Gateway and Le Mans Crescent, as detailed in the report.

(ii) That the Deputy Chief Executive be authorised to complete the necessary financial formalities.

(iii) That the Borough Solicitor be authorised to complete the necessary legal formalities.

AA18

NOTES

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 13TH JULY, 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 Brady	- Minor Opposition Spokesperson
Councillor Allen	- Minor Opposition Spokesperson

Officers

Ms J. Pollard	- Head of Finance – Chief Executive's and Place
Mr T. Glennon	- Head of Finance - Corporate
Mr L. Fallows	- Assistant Director – Human Resources and Organisational Development
Mr A. Williamson	- Assistant Director - Transformation
Ms C. Owen	- Principal Lawyer
Mrs. S. Bailey	- Principal Democratic Services Officer

1. 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.

2. DIRECTORATE OF CORPORATE RESOURCES – FINANCE REPORT 2020/21 – FINAL OUTTURN

The Deputy Chief Executive submitted a report which provided information relating to the final outturn position for the Corporate Resources Directorate for the 2020/21 Financial Year.

With regard to Revenue Expenditure, the report advised that the final outturn position for the Corporate Resources Directorate was an overspend of £357,000 after planned reserve movements.

A total Capital spend of £2.1k had been achieved against the £120k approval in year.

In relation to efficiency targets, the report stated that budgeted efficiency savings for the Department were £4,068,000 for 2019/21 which had been achieved at 31st March, 2021.

The Executive Cabinet Member NOTED the report.

3. AGGREGATE FINANCIAL MONITOR – QUARTER FOUR 2020/21

The Deputy Chief Executive submitted a report which provided information relating to the final financial outturn in aggregate for the 2020/21 financial year.

With regard to Revenue Expenditure, the report advised that the Council's Revenue Outturn position was in line with the Budget set in February, 2020.

Capital expenditure for the 2020/21 Financial Year was £57.11m.

In relation to Capital Prudential Indicators, it was stated that all Prudential Indicators were within the range approved by Council on 19th February, 2020.

With regard to Reserves, the General Fund Balances remained at £10.7m, which was in line with the Director of Corporate Resources' Guidance.

The report also advised that there was a £23.6m savings target built into the two-year budget 2019/21. The full savings programme had been delivered as at Quarter four 2020/21.

The Executive Cabinet Member NOTED the report.

4. TREASURY MANAGEMENT OUTTURN REPORT FOR QUARTER 4 2020/21

The Deputy Chief Executive submitted the Treasury Management Outturn Report for Quarter 4 of 2020/21.

The Executive Cabinet Member was advised was a requirement of the Council's reporting procedures and covered the Treasury Management activity during the second quarter of 2020/21 and the associated Prudential Indicators for 2020/21.

The report provided an update on the Treasury Management indicators approved at Budget Council in February, 2020.

As at the end of Quarter Four of 2020/21, most indicators were within the limits approved at Budget Council, however there had been temporary breaches of Money Market Fund counterparty limits as a result of the exceptional circumstances caused by the Coronavirus pandemic.

The Executive Cabinet Member NOTED the report.

5. AMENDMENT TO COUNCIL'S RESTRUCTURE, REDUNDANCY AND REDEPLOYMENT POLICY

The Deputy Chief Executive submitted a report which sought approval to amend the Council's Restructure, Redundancy and Redeployment Policy.

The report sought approval to change the qualifying period for staff to access the Councils Redeployment Scheme from twelve months to two years in line with the national Unfair Dismissal legislation and associated ACAS Codes of Practice.

It was noted that the Council's Restructure, Redundancy and Redeployment Procedures would be the subject of a more detailed review and update in the coming months.

The Executive Cabinet Member APPROVED –

The immediate amendment to the Council's Restructure, Redundancy and Redeployment Procedure, specifically to amend the qualifying period for staff to access the Councils Redeployment Scheme from twelve months to two years, in line with national Unfair Dismissal legislation and associated ACAS Codes of Practice.

6. FLEXIBLE RETIREMENT POLICY

The Deputy Chief Executive submitted a report which put forward proposals for the formal introduction of a Flexible Retirement Policy within the Council.

The report advised that, in recognition of both the current age profiling of the workforce and the increased numbers of staff seeking flexible and diverse working patterns/arrangements, the Council was seeking to formally introduce a Flexible Retirement Policy.

The introduction of a formal Policy would further promote and encourage access to flexible retirement to support employees to work flexibly and improve work life balance before making the transition to full retirement, whilst retaining valuable skills,

knowledge and experience for longer and enabling services to plan for the future.

A copy of the proposed Flexible Retirement Policy which detailed the eligibility and provisions of the flexible retirement scheme, was attached to the report at Appendix 1.

The Executive Cabinet Member APPROVED –

The introduction of a Flexible Retirement Policy, as detailed at Appendix 1 of the report now submitted.

CONFIDENTIAL ITEM

The background papers and reports in relation to the following item are 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.

7. PROCUREMENT OF THIRD PARTY INFORMATION AND COMMUNICATIONS TECHNOLOGY SERVICES PROVISION

The Deputy Chief Executive submitted a report which outlined proposals to procure a new third party contract relating to the provision of Information and Communications Technology services to Bolton Council and sought approval to proceed on the basis now detailed.

The Executive Cabinet Member APPROVED –

(i) The delegation of authority to the Deputy Chief Executive to:

- Independently, or in partnership with other local authorities, design, implement and conclude a fit for purpose procurement process to seek the establishment of a new third party ICT services**

- provision contract, in alignment with the conclusion of the existing ICT services contract;
- Explore and incorporate into the procurement process those arrangements that are strategically and operationally the most beneficial to Bolton Council;
 - Evaluate third party proposals through the procurement process and appoint the most economically advantageous bidder to provide ICT services under a contract for services in alignment with the conclusion of the existing ICT contract; and
 - Manage any exit arrangements required under the existing ICT services contract.
- (ii) The delegation of authority to the Borough Solicitor to carry out all necessary legal formalities in this regard.

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 27TH JULY, 2021

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

Councillor Cox (as deputy for Councillor Greenhalgh)	- Executive Cabinet Member – Deputy Leader
Councillor Peel	- Major Opposition Spokesperson
Councillor Hayes	- Minor Opposition Spokesperson
Councillor Sanders	- Minor Opposition Spokesperson

Councillor Allen - Minor Opposition Spokesperson

Officers

Ms H. Gorman - Borough Solicitor

Mr P. Rimmer - Assistant Director of Revenues,
Benefits and Customer Services

Mrs. S. Bailey - Principal Democratic Services
Officer

**8. SUMMARY OF BUSINESS GRANT AWARDS AND
PROPOSALS FOR FURTHER AWARDS UNDER THE
ADDITIONAL RESTRICTIONS GRANT**

The Deputy Chief Executive submitted a report which outlined proposals to award additional grants under the Additional Restrictions Grant to Travel Agents.

The report reminded the Executive Cabinet Member that since April, 2020, the Council had been responsible for administering a range of Government Business Grants to assist business during the Covid-19 Pandemic.

A summary of the various grants that had been awarded to date, including the volume and value, was provided together with details of the various associated administrative issues.

The report went to provide details of proposals to increase grant payments to Travel Agents under the Additional Restrictions Grant (ARG) in response to some businesses who were still suffering significant loss of business due to the uncertainty around foreign travel.

In this regard, the report sought approval to award additional grants under the ARG to 22 businesses where the main business activity would normally be that of a travel agent and where the business had a business rates account.

ARG would be paid to make the total grant amount paid for 2021/22 equivalent to a Strand 2 payment (where State Aid rules allowed). This would result in payments totalling £133k.

BB8

All grant schemes were fully funded by Government.

The Executive Cabinet Member APPROVED –

The proposals to award additional grants under the Additional Restrictions Grant to Travel Agents, on the basis detailed in the report now submitted.

DEPUTY LEADER

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

MONDAY 21st JUNE, 2021

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

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

Officers

Mr. G. Brough	- Director of Place
Ms. H. Gorman	- Borough Solicitor
Mr. N. White	- Local Economy Manager
Ms. J. Pollard	- Head of Finance – Chief Executives and Place
Mrs. V. Ridge	- Democratic Services Manager

1. 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 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.

2. THE WORKSHOP – UPDATE ON PERFORMANCE AND FUTURE CONTRACTS

The Director of Place submitted a report which updated the Executive Cabinet Member on the Restart Employment Scheme and also provided details of a new contract for delivery of the scheme for the Workshop.

The Executive Cabinet Member was reminded that Bolton Council's workshop had successfully delivered 'Welfare to Work' contracts to support Bolton residents back into work since 2011, many of whom were long term unemployed with multiple barriers. Specifically, the Workshop were a supply chain provider for the Government's Work Programme between 2011 and had been an end-to-end provider for the Growth Company for Skills for Employment (SFE) since spring 2016 and the Work and Health Job Entry Targeted Support Programme (JETS) since October, 2020.

The report advised that, as a result of Covid-19 and the increasing unemployment rates, especially those predicted at the end of furlough, Government had commissioned a number of new Employment support programmes via their Procurement Frameworks. The first of these programmes 'Restart' was a flagship scheme, which was larger than the Work Programme which ran between 2011 and 2019 but was being delivered in a similar way with the large 'Prime' providers commissioning supply chain partners.

It was stated that The Workshop had submitted a number of Expression of Interests and subsequent bids to be included in the supply chain of the Prime providers and on 13th April, 2021

CC3

Ingeus were announced as the chosen Prime for the Greater Manchester region and they had requested that a contract was signed as soon as possible prior to staff training commencing in June, 2021 and delivery of the programme commencing on 13th July, 2021.

Furthermore, the Executive Cabinet Member was advised that the Growth Company had received confirmation that the ESFA were continuing their contract to deliver the Skills Support Programmes until March, 2023 and they had also confirmed that The Workshop would continue to be part of their supply chain for contract extension to March, 2022 and dependent upon performance to March, 2023. It was stated that the contract would be delivered within existing resources.

The report also advised that The Work and Health Job Entry Targeted Support Programme was originally due to end in March, 2022 although, due to the success of the programme, confirmation had been received from GMCA that this would now end in March, 2023. Financial forecasts for the additional year and a contract extension were expected in June, 2021 and initial indications were that contract values would be similar to the previous years.

With regards to the Restart Employment Support Programme, the Executive Cabinet Member was informed that the scale of the programme was too large to be delivered by the existing team and, therefore, in addition to the existing staffing, a number of new Project Officer (Employment Coaches) Fixed Term Contract posts would need to be created.

The report outlined in detail the additional staffing levels required and how this would be achieved and it was stated that it was likely that 17.4 new Fixed Term Contract posts would be required over the course of the programme.

In terms of the financial situation, as part of the submission supplied to Ingeus, detailed costings were provided for the running of the Restart Programme and appendix 3 outlined income and expenditure to deliver the programme.

The Executive Cabinet Member AUTHORISED –

- (i) The creation of Fixed Term Contract posts for up to 17.4 FTE's to enable the delivery of the Restart Programme;**
- (ii) The Director of Place to negotiate and finalise the terms of the sub-contract with Ingeus for the provision of the services associated with the Restart Programme as detailed within the report;**
- (iii) The Director of Place to negotiate and finalise the terms of the extension for the delivery of the Work and Health Job Entry Targeted Support Programme and Skills Support Programmes as detailed in the report; and**
- (iv) The Borough Solicitor to complete the necessary legal formalities.**

DEPUTY LEADER

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

MONDAY 28th JUNE, 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 Brady | - Minor Opposition Spokesperson |
| Councillor Ismail | - Minor Opposition Spokesperson |
| Councillor Allen | - Minor Opposition Spokesperson |

Officers

- | | |
|---------------|---------------------|
| Mr. G. Brough | - Director of Place |
|---------------|---------------------|

Mr. P. Whittingham	- Assistant Director Economic Development and Regeneration
Ms. H. Gorman	- Borough Solicitor
Ms. J. Ivison	- Head of Service
Ms. C. Hansell	- Principal Project Officer
Mr. D. Shepherd	- Principal Group Accountant
Mrs. V. Ridge	- Democratic Services Manager

3. TOWN CENTRE FREE CAR PARKING

The Director of Place submitted a report which sought the Executive Cabinet Member's approval for the extension of the current Town Centre Free Parking initiative until at least 18th July, 2021.

The Executive Cabinet Member was reminded that free parking in Bolton Town Centre was first introduced in 2012 to encourage people into the town centre and support local businesses and, as part of the response to Covid-19 pandemic, a new free parking initiative was established to provide an additional 2 hours free parking on weekdays at all NCP multistorey car parks. This offer was also extended to include all on street parking in the town centre and Ashburner Street (market). It was stated that this offer was initially set to end in mid-November, 2020 but it was subsequently agreed to extend the offer until 20th June, 2021 in line with Stage 4 of the Covid roadmap being introduced.

The report also advised that at the beginning of the Covid-19 pandemic, the Council allocated £1 million for Covid recovery and response from the Town Centre Strategy Budget and £839,000 of this was allocated to free parking. This was based on 2019 car parking usage and used as a maximum benchmark for what might be needed to fund free parking and by the time the free parking agreement was set to end there would be approximately £147,500 of this allocation remaining.

CC6

The Executive Cabinet Member was informed that the present free parking agreement was set to end on 20th June, 2021 and the Council must provide 14 days notice for any changes to parking arrangements. Therefore, the current period would have to be extended and in addition to this, restrictions would remain in place from 21st June, 2021.

In view of the above, the following options were put forward, viz:-

- Option 1 - extend the free parking for a period of 4 weeks and cease the free parking scheme on 18th July, 2021; or
- Option 2 – extend the free parking for a period of 6 weeks and cease the free parking scheme on 1st August, 2021.

The report provided details in relation to each of the above options and it was recommended that Option 1 be approved.

In terms of the financial implications, the Executive Cabinet Member was advised that the continuation of the free parking initiative was not sustainable in the long term due to the amount of budget available and there was also a risk of losing the European Regional Development Fund (ERDF) funding if initiatives were unable to be front funded using the remaining £152,367. It was stated that this money would allow for borough wide improvements such as the mobile app to be facilitated and the Council would be reimbursed following successful sign off of claims by the MHCLG.

The Executive Cabinet Member NOTED the report and APPROVED the extension of the Town Centre Free Parking scheme until 18th July, 2021 as detailed in the report.

(In accordance with Article 5 of the Council's Constitution this decision was subsequently called in by six members for consideration by the Place Scrutiny Committee).

4. STRATEGIC ASSET MANAGEMENT PLAN (SAMP) DISPOSALS PHASE 4

The Director of Place submitted a report which sought the Executive Cabinet Member's approval for the sale and disposal of two sites in various locations across Bolton.

The Executive Cabinet Member was reminded that the Council had developed a Strategic Asset Management Plan (SAMP) 2020-2025 and operating framework within which section E7 (Estates Optimisation) was approved at Cabinet on 5th October, 2020. This provided for the disposal of surplus land following a review of the Council's land holdings and the SAMP was a key enabler to delivering Bolton 2030 vision and goals.

In view of the above, a review of Councils assets had been undertaken to identify land that had no strategic, development or investment use, and 2 sites had been identified for disposal at market value for capital receipt and in line with the Strategic Asset Management Plan's disposal policy were recommended for disposal, viz:-

- QUEST Building, Brownlow Fold Way; and
- Land at De-Havilland Way.

The report stated that, if required, following the completion of a report on title for each site the intention to dispose would be advertised in the local press for two consecutive weeks and, if any objections to the proposed disposal of open space were received, a report would be brought back to the Executive Cabinet Member for consideration. It was then recommended that the 2 sites be offered for sale by auction or private treaty or separate negotiation on an off-market basis by the Estates Section and or a reputable firm of Auctioneers or independent agents.

The report also outlined the proposed main terms of the disposal and stated that the disposal of the sites would generate a capital receipt which would be included in the overall Capital Receipts programme.

In conclusion, the Executive Cabinet Member was advised that consultation had taken place with Ward Members and representations had been made accordingly. It was noted that no objections had been made in relation to the disposal of the two assets.

The Executive Cabinet Member APPROVED –

(i) The sale of 2 sites as detailed in the report unconditionally by auction or private treaty in accordance with Standing Orders relating to Contracts and the Strategic Asset Management Plan and subject to no objections being received as part of the public open space process (where relevant) and subject to title investigations being received and considered for each site; and AGREED –

(ii) To delegate authority to the Director of Place (Assets) to agree a reserve price (auctions) or accept the best consideration offer (sale by private treaty) and complete the sale of the land; and AUTHORISED -

(iii) The Borough Solicitor to complete the legal formalities in each case.

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.

5. FUTURE HIGH STREET FUNDING – FARNWORTH TOWN CENTRE

The Director of Place submitted a report which sought the Executive Cabinet Member's approval to accept £13,276,817 in Future High Street Funding from the Ministry of Homes, Communities and Local Government to invest in Farnworth Town Centre in accordance with the reprofiled business case.

The Executive Cabinet Member was reminded that, on 26th December, 2020, the Ministry for Homes, Communities and Local Government (MHCLG) announced that Farnworth had successfully be awarded £13,276,817 from the Future High Streets Fund (FHSF) which was 60% of the original ask. However, the Council was required to reprofile the Business Case to reflect the reduced amount of funding whilst maintaining a Benefit Cost Ratio (BCR) of 2.

It was explained that the reprofiling exercise had now been completed which produced a BCR of 2.38 (above the minimum threshold of 1.5) and the proposed way forward was endorsed by members of the Farnworth Town Centre Steering Group on 9th February, 2021 and submitted to the MHCLG for consideration on 26th February, 2021. MHCLG confirmed their acceptance of the reprofiled business case on 6th April, 2021.

The report advised that to accept the FHSF from MHCLG the Council needed to enter into a Memorandum of Understanding (MoU) which sets out the terms, principles and practices that would apply to the working relationship between MHCLG and the Council regarding the administration and delivery of the FHSF proposal in Farnworth Town Centre. A copy of this MoU for the financial year 2021/2022 was appended to the report.

The Executive Cabinet Member was informed that the Business Case which had been approved by the MHCLG set out the details of the projects, including budget; spending profile; scope; key assumptions; outputs; timeline; key milestones and risks.

In terms of the three main projects, these were detailed as follows:-

- Farnworth Market Precinct;
- Expansion of the Leisure Centre; and
- 'Streets for All'.

It was also explained that the details set out in the Business Case would form the agreed perimeters for taking forward the above schemes.

The report outlined in detail how the schemes would be progressed, together with, the funding implications. It also provided further details in relation to co-funding.

In conclusion, it was stated that extension consultation was undertaken as part of the development of the Masterplan and Farnworth Town Centre Strategy. Further consultation would also be undertaken as part of the planning process for the redevelopment of Farnworth Market Precinct site and the extension of the Leisure Centre and in the development of the phased approach to the implementation of the 'Streets for All' treatment of Market Street in partnership with TfGM.

The Executive Cabinet Member APPROVED –

(v) The contents of the report and the acceptance of funding from MHCLG and increase the capital programme by £13,276,817; AGREED -

(vi) To delegate authority to the Director of Place to conclude negotiations with tenants of Farnworth Market Precinct to achieve Vacant Possession; and AUTHORISED –

(vii) The Director of Place, in consultation with the Deputy Chief Executive and the Borough Solicitor, to finalise and enter into the Grant Funding Terms and the Memorandum of Understanding;

(viii) The Director of Place, in consultation with the Borough Solicitor, to negotiate and enter into:

- a) a Client Access Agreement for the use of the Pagabo framework agreement; and**
- b) all contractual documentation relating to the delivery of the works as detailed in the report, whether those works are called off under the Pagabo framework agreement or under any other pre-procured framework agreement; and**

(ix) The Borough Solicitor to complete the necessary legal formalities.

DEPUTY LEADER

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

MONDAY 26th JULY, 2021

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

- | | |
|---|--|
| Councillor Cox | - Executive Cabinet Member – Deputy Leader's Portfolio |
| Councillor Zaman | - Major Opposition Spokesperson |
| Councillor Hayes (as deputy for Councillor Wilkinson) | - Minor Opposition Spokesperson |
| Councillor Sanders | - Minor Opposition Spokesperson |
| Councillor McMulkin (as deputy for Councillor Ismail) | - Minor Oppositions Spokesperson |
| Councillor Allen | - Minor Opposition Spokesperson |

Officers

- | | |
|-------------------|--|
| Mr G. Brough | - Director of Place (Development) |
| Mr P. Whittingham | - Assistant Director Economic Development and Regeneration |
| Ms. J. Pollard | - Head of Strategic Finance and Accountancy |
| Ms J. Ivison | - Head of Asset Management |
| Ms P. Connor | - Project Officer |
| Mr A. Humphreys | - Project Officer |
| Ms H. Gorman | - Borough Solicitor |
| Mrs S. Bailey | - Principal Democratic Services Officer |

6. 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.

7. DIRECTORATE OF PLACE – FINANCE REPORT 2020/21 – FINAL OUTTURN

A joint report of the Director of Place (Development) and the Deputy Chief Executive was submitted which provided information relating to the financial final outturn position of the Directorate of Place for the 2020/21 Financial Year.

Revenue Expenditure as at final outturn showed an overspend against budget of £511k after planned reserve movements.

There were three significant variances within the Directorate of Place, as described in the report.

Capital expenditure as at final outturn was £47.8m.

There was a £6.6m balance of earmarked reserves as at 31st March, 2021.

The budgeted efficiency savings for 2019/21 for the Directorate of Place were £5.7m. All savings had now been achieved.

With regard to the 2021/23 Savings Programme, the report identified, and sought approval for, savings of £2,291 which would contribute to the Place Directorate's allocation, full details of which were provided.

Specific areas of financial risk identified for the year related to loss of income, asset management and loss of contracts.

The Executive Cabinet Member NOTED -

(i) The final outturn financial position of the Directorate of Place for the 2020/21 Financial Year, the final Capital Programme which falls under the Deputy Leader's portfolio and the key findings in the report; and APPROVED -

(ii) The savings identified in the report now submitted in respect of the Place Directorate 2021/23 Savings Programme.

**8. SAMP - COMMUNITY ASSET TRANSFERS (CAT)
PHASE 1**

The Director of Place (Development) submitted a report which sought approval for the transfer of three identified assets in line with the SAMP Community Asset Transfer (CAT).

The report put forward proposals to transfer the undermentioned properties by way of CAT in line with the SAMP and Community Asset Transfer Policy:

- Deane and Derby Community Centre – currently being used to deliver Community Learning by Bolton College;
- Rock Hall – currently vacant but provided a key asset in the heart of the community within Moses Gate Country Park; and
- Sunnyside Community Centre – currently vacant but a former Community Centre in the heart of the community.

The report advised that in line with Estates Optimisation E4. Asset Challenge of the SAMP, a review of the Council's assets was currently being undertaken by the Estates Team, to identify land and property that met the criteria for CAT. This was a complex process and the identified properties had been subject to ongoing discussions with service leads and were therefore being brought forward ahead of a full list of sites that could be suitable for CAT purposes.

The transfers would give community groups and voluntary organisations the opportunity to bid for assets to provide key

community functions which would contribute to reducing ongoing revenue demands associated with the retaining and managing of these buildings.

The report therefore proposed that, in line with the CAT policy, incorporating relevant legislation and guidance, the three aforementioned assets be made available for a CAT.

The Executive Cabinet Member APPROVED -

- (i) The transfer of the three sites identified in the report now submitted (Deane and Derby Community Centre, Rock Hall and Sunnyside Community Centre), on the basis detailed in the report now submitted and in accordance with Standing Orders relating to Contracts and the Strategic Asset Management Plan and subject to title investigations being received and considered for each site;**
- (ii) The delegation of authority to the Director of Place (Development) to accept the offer for each site which best meets the advertised criteria and to negotiate and complete the transfer of the assets; and AUTHORISED -**
- (iii) The Borough Solicitor to complete the legal formalities in this regard.**

**9. LOGISTICS NORTH – PROPOSED TWO YEAR
SUBSIDY OF SERVICES 521 AND 20 UTILISING
SECTION 106 FUNDING**

The Director of Place (Development) submitted a report which provided information in relation to the subsidised bus services that had replaced the Logistics North Local Link Service and the costs associated with running the services over the Financial Years 2021/22 and 2022/23.

The subsidy of the services would be funded through Section 106 obligations which were already allocated to providing a public transport subsidy. There were no additional funding requirements for the Council and there were sufficient funds within the Section 106 monies to subsidise both for the next two years and beyond if required.

The Executive Cabinet Member NOTED -

- (I) The expanded service area for service 521 and operational hours of both bus services; and**
- (II) The costs associated with the operation of Services 521 and 20 for the Financial Years 2021/22 and 2022/23.**

10. LITTLE LEVER DISTRICT CENTRE – ADDITIONAL FUNDING HEALTH CENTRE DEVELOPMENT

The Director of Place (Development) submitted a report which sought approval for the allocation of £258k of funding from the District Centres Fund for the Health Centre and Library Development to secure BREAM very good status and additional public realm.

The additional cost to meet Planning conditions of BREAM Very Good was £228,000 and included a 10% contingency subject to approval from the Director of Place (Development). The additional capital had been identified within District Centre Funds and the financial outlay met the principles of this Fund in providing new and inspiring building for the public to use and staff to work in.

The Executive Cabinet Member APPROVED –

- (i) The utilisation of the District Centres Fund for additional capital cost of £228,000 on the Little Lever Health Centre and Library, to meet planning conditions for improved BREAM rating to VG (very good) via enhanced carbon reduction measures;**
- (ii) The utilisation of the District Centres Fund for the additional capital cost of £30,000 for Public Realm works to the front area outside the Little Lever Health Centre and Library and existing council building;**
- (iii) The delegation of authority to the Director of Place (Development) to negotiate and finalise the variation to the construction contract to effect the changes referred to within this report; and**

(iv) The Borough Solicitor being authorised to complete the necessary legal formalities in this regard.

11. WELCOME BACK FUND PROPOSALS

The Director of Place (Development) submitted a report which put forward proposals for the allocation of funding received from the Ministry of Communities and Local Government known as the Welcome Back Fund (WBF).

The report advised the Executive Cabinet Member that the Council had been awarded £253,140 from the WBF to put towards initiatives to build confidence and encourage people back into the town centres safely once the Covid-19 restrictions started to lift.

In addition, the Council had an amount of £199,737 remaining from the Reopening High Streets Safely Fund which, together with the WBF monies, gave a total of £452,877 which must be spent by 31st March 2022.

In this regard, the report put forward proposals to utilise the monies on various initiatives that would help to welcome the people of Bolton back to a better and safer town and promote local pride and that would continue to support town centre businesses even when restrictions were fully lifted in July.

Full details of each of the proposals together with estimated costs and associated timescales were provided in the report.

Due to the strict criteria associated with the WBF, it was further proposed to utilise the remainder of the £1m Town Centre Recovery money to implement the initiatives.

The Executive Cabinet Member APPROVED -

**(i) The proposals outlined in the report now submitted and authorised the Director of Place (Development) to use the remainder of the £1m Town Centre Recovery money to front fund the implementation of the proposals; and
AUTHORISED -**

- (ii) The Director of Place (Development) to submit quarterly claims to the Welcome Back Fund for any spend undertaken by the Council in relation to the delivery of the proposals contained within the Grant Action Plan in order to recover funding; and**
- (iii) The Director of Place (Development) to review any remaining funding allocations and develop proposals further in line with Welcome Back Fund and Town Centre recovery.**

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.

12. OCTAGON THEATRE – LEASE REVISION

The Director of Place (Development) submitted a report which sought approval to revise the current draft lease agreement with the Octagon Theatre Trust Limited, including the deferment of the Lease Premium payment.

The Executive Cabinet Member NOTED -

- (i) The progress of the Octagon Theatre Reimagined Project, the contents of the report and the actions undertaken to date; and APPROVED -**
- (ii) Subject to the support of the Arts Council, the variations to the Agreement for Surrender and Lease dated 9th August, 2018 and the attached revisions to the Form of Lease to revise the payment terms relating to the Lease Premium, on the basis detailed in the report now submitted;**
- (iii) The delegation of authority to the Director of Place (Development) to conclude all negotiations with the Octagon Theatre Trust Limited, Octagon Catering Services Limited and the Arts Council, to vary the Agreement for**

Surrender and Lease and to grant a Lease on the proposed amended terms; and

(iv) The delegation of authority to the Borough Solicitor to conclude all legal formalities in this regard.

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, 14th JUNE, 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 Wright | - Minor Opposition Spokesperson |
| Councillor McMulkin | - Minor Opposition Spokesperson |

Officers

- | | |
|----------------|--|
| Ms B. Brown | - Director of Children's Services |
| Mr P. Rankin | - Deputy Director of Children's Services |
| 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 |

1. 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.

2. HOLIDAY ACTIVITIES AND FOOD PROGRAMME 2021 SUMMER UPDATE

The Director of Children's Services submitted a report which outlined the nature and proposals for the coordination and delivery of the Government funded Holiday Activities and Food Programme for 2021 in Bolton.

The report advised that on 8th November 2020, the Government had announced that the existing holiday activities and food programme was to be expanded across the whole of England in 2021.

Bolton had accepted an indicative maximum allocation of grant funding of £1,487,820 which was expected to cover the provision of free holiday places and the coordination of the programme locally. The programme would aim to make free places available to children eligible for free school meals for the equivalent of at least 4 hours a day, 4 days a week, 6 weeks a year, over 4 weeks in the summer and a week's worth of provision in each of the Easter and Christmas holidays.

In this regard, the report provided an overview of provision offered at Easter and sought approval for proposals for provision and spend over Summer, 2021.

The Executive Cabinet Member NOTED:

- (i) The progress made for the Holiday Activity and Food Programme in Bolton over Easter 2021; and APPROVED -**
- (ii) The initial proposals for Summer 2021 and the delegation of further decision-making responsibility for the**

Summer Programme to the Director of Children's Services, on the basis detailed in the report now submitted.

3. DEPARTMENT OF CHILDREN'S FINANCIAL MONITORING 2020/21 FINAL OUTTURN

The Director of Children's Services and the Deputy Chief Executive submitted a joint report which provided information relating to the financial position of the Children's Department for the 2020/21 Financial Year.

With regard to Revenue Expenditure, the revenue outturn position for the Local Authority block was expected to be in line with Budget following use of reserves of £1.987m.

Revenue expenditure for the Dedicated Schools Grant was to be £3.867m greater than the grant available.

In relation to Capital Expenditure, the original Capital Programme approved at Council in February, 2020 totalled £23.967m. Expenditure at 31st March, 2021 was £7.502m.

Reserves were expected to be £29.711m, as at 31st March, 2021.

The report stated that of the £29.711m reserves, £22.81m related to capital monies held for future work on schools and £0.386m related to schools balances and other Dedicated Schools Grant reserves. The remaining £6.514m was Children's Services Revenue Reserves.

The Executive Cabinet Member NOTED -

- (i) The financial position of the Children's Services portfolio as at 31st March 2021 and the changes within the Capital Programme, as now detailed; and AGREED -**
- (ii) The delegation of authority to the Director of Children's to call off on the framework(s) for the Capital Programme, as detailed in section 3 of the report now submitted; and APPROVED -**

(iii) **The strategic options detailed in section 2.2 of 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.

4. DESIGNATED SAFEGUARDING LEAD SUPERVISION

The Director of Children's Services submitted a report which sought approval for the permanent establishment of the post of Designated Safeguarding Lead Supervisor to support the sustainability of the ongoing offer of Early Help support to schools in Bolton.

The report outlined the background to the establishment of the current post in 2019 when Bolton had been successful in a bid for temporary funding to embark on a Designated Safeguarding Lead Supervision project as part of a research programme to determine whether formal supervision of Designated Safeguarding Leads in schools could help improve confidence and reduce anxiety in decision making and ultimately lead to better and more effective support for children and families.

Following the success of the scheme. It was now proposed that the current Designated Safeguarding Lead Supervisor post be made permanent within the Targeted Early Help Service structure. The post would continue to provide ongoing support to schools engaged on the Programme and would also have scope for ongoing development of the Early Help offer of support to schools, linking with the developing Team Around the School model.

The Executive Cabinet Member APPROVED –

The permanent establishment of the post of Designated Lead Supervisor post within the Targeted Early Help Service, on the basis detailed in report now submitted.

5. PROPOSED EXPANSION AND MODIFICATIONS AT GREEN FOLD SPECIAL SCHOOL

The Director of Children's Services submitted a report which outlined proposals to increase capacity at Green Fold Special School and sought approval for funding in this regard.

The report advised that demand for places at Green Fold Special School had been increasing each year and that proposals to remodel both the Upper and Lower Orchards buildings were being developed to create additional Green Fold teaching space.

The Executive Cabinet Member APPROVED –

Funding from Capital Budget monies in the sum of £445k to support the project to increase capacity at Green Fold Special School, on the basis detailed in the report now submitted.

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, 12th JULY, 2021

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

Councillor Galloway - Executive Cabinet Member –
Children's Services

Councillor McGeown	- Minor Opposition Spokesperson
Councillor Sanders	Minor Opposition Spokesperson
Councillor McMulkin	- Minor Opposition Spokesperson

Officers

Ms B. Brown	- Director of Children's Services
Mr P. Rankin	- Deputy Director of Children's Services
Ms G. Whitehead	- Assistant Director of Children's Services – Inclusive Education and Learning
Ms L. Butcher	- Head of Finance
Mrs. S. Bailey	- Principal Democratic Services Officer

6. 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.

7. RECONSTITUTION OF EGERTON PRIMARY SCHOOL GOVERNING BOARD

Councillor Galloway declared an interest in the following item of business as she is a Local Authority appointed Governor of the School.

The Director of Children's Services submitted a report which sought approval for a revised Instrument of Government in respect of Egerton Primary School Governing Board.

The report advised that following an intervention by the Local Authority in November, 2020 and the formation of an Interim

Executive Board, the Authority was now satisfied that the leadership and management of the school was effective.

The Interim Executive Board had been formally disbanded on 16 May 2021, which had allowed the Shadow Governing Body to act alone, with Local Authority support, as the Governing Body of the School, for up to three months.

This arrangement would end on 16th August, 2021, whereby the Authority must make arrangements for the school to form a normally constituted governing board.

In this regard, the report put forward a revised Instrument of Government for the School, a copy of which was attached at Appendix 1 to the report.

The Executive Cabinet Member APPROVED –

- (i) The revised Instrument of Government in respect of Egerton Primary School, on the basis detailed in the report now submitted; and AUTHORISED –**
- (ii) The sealing of the revised Instrument of Government by the Council's Legal Department.**

CONFIDENTIAL ITEM

The background papers and reports in relation to the following items 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.

9. PROPOSED ROOF REPLACEMENT AT OXFORD GROVE PRIMARY SCHOOL

The Director of Children's Services submitted a report which sought approval to commit capital funding from the Schools Building Maintenance Capital Programme, to support essential building maintenance works at Oxford Grove Primary School.

The report advised that the proposed Schools Building Maintenance Programme for 2021/22 included a replacement roofing scheme at Oxford Grove Primary School, which had been highlighted as a priority for the current programme of works.

In this regard, the report sought approval to replace the roof on the basis detailed in the report now submitted. Details of the associated costs, budget and timescales were also provided.

The Executive Cabinet Member APPROVED –

The replacement roof at Oxford Grove Primary School at a budget cost of £540K of which £276K will be met from the Schools Building Maintenance Programme and £264K from the School's budget.

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:-

WEDNESDAY, 21ST JULY, 2021

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

Councillor Warren	Executive Cabinet Member Environmental Services Delivery as deputy for the Executive Cabinet Member for Environmental Regulatory Services
Councillor McKeon	Major Opposition Spokesperson
Councillor Flitcroft	Minor Opposition Spokesperson
Councillor Hayes	Minor Opposition Spokesperson
Councillor Grant	Minor Opposition Spokesperson
Councillor McMulkin	Minor Opposition Spokesperson
Councillor Allen	Minor Opposition Spokesperson

Officers

Ms. K. Hopkins	Assistant Director Neighbourhood and Regulatory Services
Mrs. N. Raby	Senior Lawyer
Ms. J. Pollard	Head of Finance
Mr. I. D. Mulholland	Deputy Democratic Services Manager

1. 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.

2. DIRECTORATE OF PLACE – FINANCE REPORT 2020/21 – FINAL OUTTURN

The Director of Place and the Deputy Chief Executive submitted a joint report which provided information relating to the 2020/21 financial Final Outturn position of the Directorate of Place.

Revenue expenditure as at final outturn showed an overspend against budget of £511k after planned reserve movements.

There were three significant variances within the Directorate of Place full details of which were provided in the report.

Capital expenditure at final outturn was £47.8m.

There was a £6.6m balance of earmarked reserves as at 31st March, 2021.

The budgeted efficiency savings for 2019/21 for the Directorate of Place were £5.7m. All savings had now been achieved.

This report sought approval of £2,291 savings which would contribute to the Place Directorate's allocation of the 2021/23 savings programme. Full details were provided in the report.

Specific areas of financial risk identified for the year related to loss of income, asset management and loss of contracts.

The Executive Cabinet Member NOTED -

- (i) The final outturn financial position of the Directorate of Place, the final Capital Programme which falls under the Environmental Services Regulatory portfolio and the key findings in the report; and APPROVED -**
- (ii) The savings identified in the report now submitted.**

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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, 21st JUNE, 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 Flitcroft	Minor Opposition Spokesperson
Councillor Grant	Minor Opposition Spokesperson
Councillor McMulkin	Minor Opposition Spokesperson
Councillor Allen	Minor Opposition Spokesperson

Officers

Mr. J. Dyson	Director of Place Services
Ms. J. Pollard	Head of Finance
Ms. J. Barber	Services for Schools Manager
Mr. I. D. Mulholland	Deputy Democratic Services Manager

1. 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.

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.

2. PROCURE A KITCHEN EXTRACTION AND FAN CLEANING SERVICE

The Director of Place Services submitted a report which sought approval to tender for the provision of a cleaning and certification service for kitchen extraction fans and associated ventilation equipment.

The report explained that in 2018, Services to Schools let a contract for the cleaning and certification of kitchen extraction fans and associated ventilation equipment. The contract ended on 14th October, 2021.

This report requested approval for Services to Schools to tender and award a contract for the provision of a kitchen extraction and associated ventilation equipment cleaning service.

The Executive Cabinet Member was also informed that, Services to Schools, had a Service Level Agreement (SLA) with 95 primary schools and academies in Bolton. The SLA included the provision of a kitchen extraction fan cleaning service. The Council had tendered a contract for this service since 2015.

The Executive Cabinet Member AGREED to -

- (i) Authorise the Director of Place Services to tender for the delivery of a cleaning and certification service for kitchen extraction fans and associated ventilation equipment for the School Meals Service in accordance with Standing Orders relating to Contracts.**
- (ii) Authorise the Director of Place Services to appoint the most economically advantageous tenderer to deliver the tendered service in accordance with the tender documents and negotiate and to enter a contract in accordance with the advertised terms and conditions; and**
- (iii) Authorise the Borough Solicitor to carry out all necessary legal formalities.**

**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:-

WEDNESDAY, 21ST JULY, 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 Grant	Minor Opposition Spokesperson
Councillor Allen	Minor Opposition Spokesperson

Officers

Ms. K. Hopkins	Assistant Director Neighbourhood and Regulatory Services
Ms. J. Pollard	Head of Finance
Mrs. N. Raby	Senior Lawyer
Mr. I. D. Mulholland	Deputy Democratic Services Manager

3. 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.

4. DIRECTORATE OF PLACE – FINANCE REPORT 2020/21 – FINAL OUTTURN

A joint report of the Director of Place and the Deputy Chief Executive was submitted which provided information relating to the financial final outturn position of the Directorate of Place for the 2020/21 Financial Year.

Revenue Expenditure as at final outturn showed an overspend against budget of £511k after planned reserve movements.

There were three significant variances within the Directorate of Place, as described in the report.

Capital expenditure as at final outturn was £47.8m.

There was a £6.6m balance of earmarked reserves as at 31st March, 2021.

The budgeted efficiency savings for 2019/21 for the Directorate of Place were £5.7m. All savings had now been achieved.

With regard to the 2021/23 Savings Programme, the report identified, and sought approval for, savings of £2,291 which would contribute to the Place Directorate's allocation, full details of which were provided.

Specific areas of financial risk identified for the year related to loss of income, asset management and loss of contracts

The Executive Cabinet Member NOTED -

(i) The final outturn financial position of the Directorate of Place for the 2020/21 Financial Year, the final Capital Programme which falls under the Environment Services Delivery portfolio and the key findings in the report; and APPROVED -

(ii) The savings identified in the report now submitted in respect of the Place Directorate 2021/23 Savings Programme.

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.

5. REVIEW OF NEIGHBOURHOOD, WASTE, FLEET AND COMMUNITY SERVICES' SENIOR MANAGEMENT STRUCTURE – POST CONSULTATION REPORT

The Director of Place submitted a report which set out the results of consultation on proposals to review the senior management structure within Neighbourhood, Waste, Fleet and Community Services to take into account a reduction in funding from 2021 onwards and sought approval to implement the final proposals.

The report advised that consultation on the proposed changes to the affected services was carried out for a period of 30 days from 30th April to 30th May, 2021.

Appendix 3 to the report set out a summary of the key consultation issues raised and the response from management and included issues raised via the trade 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 response to the proposals was attached to the report at Appendix 4.

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 Place Services, on the basis detailed in the report now submitted.**

EXECUTIVE CABINET MEMBER FOR HIGHWAYS AND TRANSPORT

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

WEDNESDAY, 21ST JULY, 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 Grant	Minor Opposition Spokesperson

Officers

Mr. J. Kelly	Assistant Director Highways and Engineering
Ms. J. Pollard	Head of Finance
Mrs. N. Raby	Senior Lawyer
Mr. I. D. Mulholland	Deputy Democratic Services Manager

1. 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.

2. DIRECTORATE OF PLACE – FINANCE REPORT 2020/21 – FINAL OUTTURN

The Director of Place and the Deputy Chief Executive submitted a report which provided information relating to the 2020/21 financial final outturn position of the Directorate of Place.

Revenue expenditure as at final outturn for the Directorate of Place showed an overspend against budget of £511k after planned reserve movements.

There were three significant variances as described in the report.

Capital Expenditure as at final outturn was £47.8m.

There was a £6.6m balance of earmarked reserves as at 31st March, 2021.

The budgeted efficiency savings for 2019/21 for the Directorate of Place were £5.7m. All savings had now been achieved.

This report sought approval of £2,291 savings which would contribute to the Place Directorates allocation of the 2021/23 savings programme.

Specific areas of financial risk identified for the year related to loss of income, asset management and loss of contracts

The Executive Cabinet Member NOTED -

- (i) The final outturn financial position of the Directorate of Place, the final Capital Programme which falls under the Highways and Transport portfolio and the key findings contained in the report now submitted; and APPROVED –**
 - (ii) The savings identified in the report now submitted.**
-

EXECUTIVE CABINET MEMBER FOR HIGHWAYS AND TRANSPORT

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

FRIDAY, 30th JULY, 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 Grant	Minor Opposition Spokesperson

Officers

Mr. J. Kelly	Assistant Director Highways and Engineering
Ms. J. Pollard	Head of Finance
Mrs. N. Raby	Senior Lawyer
Mr. I. D. Mulholland	Deputy Democratic Services Manager

3. DAISY HILL STATION OPTIONS

The Director of Place Services submitted a report which
informed the Executive Cabinet Member of recent
developments affecting the decision to reconstruct the existing
bridge deck of Daisy Hill Station Railway Bridge and to confirm
the decision as to a way forward from a series of available
options.

The report explained that Network Rail had very recently confirmed that the bridge carriageway elements of Daisy Hill Station Railway Bridge were safe to carry 40 tonnes (i.e., unrestricted) vehicular loading which changed their previously held opinion that the bridge was safe to carry dead (self-weight) load only. This was as an outcome of load testing assessment work undertaken by Network Rail.

At the same time, the estimated cost of the bridge reconstruction had increased from £3.0m to £4.157m and a revised project programme suggested that the earliest that construction of a new bridge could commence was February, 2023. This suggested that the previous decision to reconstruct the bridge made by the Executive Cabinet Member, Highways and Transportation on 12th October 2020 should now be reviewed.

This report set out the options available and concluded that the recommended option was that the existing bridge remained in place together with vehicle incursion protection measures to protect the vulnerable footways and parapets.

The Executive Cabinet APPROVED -

- **Option 2a and confirm that the existing bridge deck of Daisy Hill Station Railway Bridge remains in place with temporary footway incursion protection ('MASS') barriers.**
- **the installation of permanent footway incursion protection measures to be carried out as and when these become a priority within the bridges capital programme or if/when DfT confirm that the targeted Challenge Fund Highway Maintenance Grant can be used to fund this work.**
- **the Director of Place (Services) to commission and formalise any necessary works**
- **the Borough Solicitor to carry out any necessary legal formalities.**

4. PROPOSED INTRODUCTION OF WAITING RESTRICTIONS AROUND BRADSHAW WARD

The Director of Place Services submitted a report which detailed representations which had been received in response to the promotion of waiting restrictions on various streets in the Bradshaw Ward of Bolton.

The report explained that concerns had been raised about parked vehicles which was causing obstructions to both vehicles and pedestrians and in some cases poor visibility at the following locations:

- Parking on Broadstone Road;
- The junction of Longsight with Recreation Street;
- Parking overflow stretching further onto the residential arms of Lea Gate Close;
- Church Street between Lea Gate and King Street.
- Bramdean Avenue and Longsight;
- The junction of Longsight at Southgate;
- The junction of Ruins Lane with Hardy Mill Road, Brookfold Lane and Longsight;
- Hough Fold Way south side west of Longsight Lane;
- Stitch-Mi-Lane south of Christ Church;
- The vicinity of Bolton Road;
- Longsight Lane at its junction with the access road to properties from No 18 to 36;
- New Lane at its junction with Harden Drive and the roadside fronting the mini mart (SPA Store);
- Ashdene Crescent at its junction with Hough Fold Way; and
- New Lane at its junction with Red Lane.

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The proposal was formally advertised by Public Notice on 14th December, 2020. A public postal consultation was also undertaken to all the properties identified as potentially being affected by this proposal.

Of the total 80 consultations that were sent out, 15 (12%) representations were received. All of them were received by email. Some were seeking clarification on the proposals, others were supporting the proposed TRO and others were objecting it. The report set out details of the comments received and the officers response.

The Executive Cabinet Member APPROVED

The introduction of the waiting restrictions, including the amendments as shown in Appendix A to the report.

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, 14TH JUNE, 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 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 |

1. 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. 

2. PUBLIC HEALTH FINANCIAL MONITORING 2020/21 FINAL OUTTURN

The Director of Public Health and the Deputy Chief Executive submitted a joint report which outlined the financial position for Public Health for the 2020/21 Financial Year.

With regard to Revenue Expenditure, the report advised that the Revenue outturn position was in line with budget after a movement to reserves of £151k.

With regard to Reserves, it was reported that after in year Reserve movements of £9.427m, the Reserves balances were £10.097m as at 31st March, 2021. This was largely due to the ring-fenced Track and Trace Grant and Contain Outbreak Management Funds.

The Executive Cabinet Member NOTED the report.

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, 14TH JUNE, 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 McGeown	- Minor Opposition Spokesperson
Councillor Pattison	- Minor Opposition Spokesperson
Councillor Wright	- Minor Opposition Spokesperson
Councillor McMulkin	- Minor Opposition Spokesperson

Officers

Mr P. Lee	- Director of Operations - Social Care and Health
Ms L. Butcher	- Head of Finance
Mrs S. Bailey	- Principal Democratic Services Officer

1. 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.

2. DEPARTMENT OF ADULTS FINANCIAL MONITORING 2020/21 FINAL OUTTURN

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 financial position of the Adults Department for the 2020/21 Financial Year.

With regard to Revenue Expenditure, the report advised that the revenue outturn position for the Local Authority block was in line with budget following a movement to reserves of £151k.

In relation to Capital Expenditure, the original Capital Programme approved at Council in February, 2020 totalled £4.76m. Expenditure as at 31st March, 2021 was £32k.

Reserves were £8.509m as at 31st March, 2021.

The Executive Cabinet Member NOTED -

- (i) The financial position as at 31st March 2021; and**
- (ii) The changes within the Capital Programme, as detailed in the report now submitted; and AGREED -**
- (iii) That delegated authority be given to the Managing Director of the Bolton Integrated Care Partnership to call off on the framework(s) for the Capital Programme as detailed in section 3 of the report now submitted; and APPROVED -**
- (iv) The strategic option in section 2.2 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.

3. PREPAID CARD SERVICE FOR APPOINTEESHIP CLIENTS

The Managing Director of the Bolton Integrated Care Partnership submitted a report which sought approval to renew the award of the contract for the prepaid card service for appointeeship clients.

The report advised that Appointeeship service users were able access their funds for day to day living expenses via the provision of a prepaid card issued in the name of the service user.

The contract for this service had now approached the point of renewal and, in order to maintain continuity of service and avoid any form of disruption for service users, some of whom were vulnerable and dependent on the card service, the report proposed that the Council call off against an existing purchasing framework and appoint the current provider by way of direct award.

The Executive Cabinet Member APPROVED –

The direct award of the prepaid card services contract to PFS Ltd under the NEPO Purchasing Framework, on the basis detailed in the report now submitted.

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STRATEGIC HOUSING AND PLANNING

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

TUESDAY, 15th JUNE, 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 T. Wilkinson	- Minor Opposition Spokesperson
Councillor Brady	- Minor Opposition Spokesperson
Councillor McMulkin	- 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. A. Chalmers	- Principal Development Officer
Ms. J. Pollard	- Head of Strategic Finance
Mrs. V. Ridge	- Democratic Services Manager

1. 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.

2. MAKING THE BLACKROD NEIGHBOURHOOD PLAN

The Director of Place submitted a report which sought the Executive Cabinet Member's approval to recommend to Council that the Blackrod Neighbourhood Plan should be made as part of the Statutory Development Plan, following the referendum held on 6th May, 2021.

The Executive Cabinet Member was reminded that the 2011 Localism Act introduced a right for communities to produce neighbourhood plans. If these plans were supported by success at referendum at the end of the process then they would become part of the Development Plan and the policies contained within them were then used in the determination of planning applications.

The report advised that Bolton designated the Blackrod Neighbourhood Plan area in July, 2016 and since that time, Blackrod Town Council and Bolton Council had followed the statutory processes for neighbourhood plan preparation. Following a lengthy process, in January, 2020 Bolton Council resolved that the Neighbourhood Plan should proceed to a referendum, subject to the modifications recommended by the examiner. However, due to Covid-19 restrictions and associated regulations the referendum could not take place during 2020.

Consequently, the Executive Cabinet Member was informed that the referendum eventually took place on 6th May, 2021 and the referendum voted in favour of Bolton Council using the neighbourhood plan for Blackrod to help it decide planning applications in the neighbourhood area. It was explained that the Blackrod Neighbourhood Plan became part of the development plan for the Blackrod Neighbourhood Area as soon as the referendum voted in favour of it. As a result of the referendum, Bolton Council was required, in accordance with the legislation, to come to a decision to 'make' the Neighbourhood Plan within 8 weeks of 6th May i.e. by 1st July, 2021.

The Executive Cabinet Member AGREED to recommend to Council, at its meeting on 23rd June, 2021, that the Blackrod Neighbourhood Plan should be made as a part of the statutory Development Plan, following the referendum which was held on 6th May, 2021.

STRATEGIC HOUSING AND PLANNING

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

TUESDAY, 13th JULY, 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 D. Wilkinson	- Minor Opposition Spokesperson
Councillor T. Wilkinson	- Minor Opposition Spokesperson
Councillor Brady	- Minor Opposition Spokesperson
Councillor McMulkin	- 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. J. Pollard	- Head of Strategic Finance
Ms C. Owen	- Principal Lawyer
Mrs. S. Bailey	- Principal Democratic Services Officer

3. 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.

4. DIRECTORATE OF PLACE – FINANCE REPORT 2020/21 – FINAL OUTTURN

The Deputy Chief Executive submitted a report which provided details in relation to the final financial outturn position for 2020/21 in respect of the Directorate of Place.

The report advised that the Revenue Expenditure as at final outturn showed an overspend against budget of £511k after planned reserve movements.

There were three significant variances within the Directorate of Place and were described fully in the report.

Capital expenditure at the final outturn was £47.8m.

With regard to Reserves, there was a £6.6m balance of earmarked reserves as at 31st March, 2021.

The report advised that the budgeted efficiency savings for 2019/21 for the Directorate of Place were £5.7m. All savings have now been achieved.

The report went on to advise that in setting the Strategic Budget for the year, the Directorate of Place was required to implement £6.161m of saving and efficiency reductions over the 2021/23 Financial Years. Details of the options to achieve these were provided.

In this regard, the report identified options to achieve £2,291m of these savings which would contribute to the Place

Directorate's allocation for the 2021/23 savings programme. Full details of these were included in the report and approval was sought to implement these.

The report also provided details of specific areas of financial risk identified for the year which related to loss of income, asset management and loss of contracts.

The Executive Cabinet Member NOTED –

- (i) The final financial outturn position of the Directorate of Place for 2020/21, the final Capital Programme which falls under their portfolio and the key findings contained within the report now submitted; and APPROVED –**
- (ii) The savings identified relating to the Department of Place for 2021/23 in the sum of £2,291m, as detailed in the report now submitted.**

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STRONGER COMMUNITIES

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

TUESDAY 13th JULY, 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 Weatherby	- Minor Opposition Spokesperson
Councillor Brady	- Minor Opposition Spokesperson
Councillor McMulkin	- Minor Opposition Spokesperson
Councillor Allen	- Minor Opposition Spokesperson

Officers

Ms J. Pollard	- Head of Finance – Chief Executive's and Place
Ms. E. Brook	- Assistant Director Strategy and Partnerships
Mr M. Kane	- Corporate Manager – Performance and Partnerships
Ms C. Owen	- Principal Lawyer
Mrs. S. Bailey	- Principal Democratic Services Officer

1. 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.

2. DIRECTORATE OF CORPORATE RESOURCES – FINANCE REPORT 2020/21 – FINAL OUTTURN

The Deputy Chief Executive submitted a report which provided information relating to the financial Final Outturn position for the Directorate of Corporate Resources for the 2020/21 Financial Year.

With regard to Revenue Expenditure, the report advised that there was an overspend of £357,000 after planned reserve movements.

A total Capital spend of £2.1k had been achieved against the £120k approval in year.

In relation to Reserves, the Directorate had earmarked £3,923,380 at final outturn.

Budgeted efficiency savings for the Department were £4,068,000 for 2019/21 which had been achieved as at 31st March, 2021.

The report also identified specific areas of financial risk related to loss of income.

The Executive Cabinet Member NOTED the final outturn position for the Directorate and the key findings identified in the report now submitted.

3. VOLUNTARY AND COMMUNITY SECTOR STRATEGY 2021 – 2023

The Deputy Chief Executive submitted a report which provided a detailed update on Bolton's Voluntary and Community Sector Strategy 2021-23 and associated activities.

The report made particular reference to:

- the achievements from the Aspiring and Achieving 2019-2021 Strategy – it was suggested that the focus may need to shift in the next iteration of the Strategy;
- performance of the Infrastructure Support Contract, including a formal request to re-tender as the current Contract was now in its final year of operation; and
- an overview of the development and impact of the introduction of Bolton's Fund in the past year and an outline of the proposed 2021/22 programme.

Full details of each of the above areas and progress made was provided in the report together with proposals for future developments.

The Executive Cabinet Member:

- (i) NOTED the achievements from the Aspiring and Achieving 2019-2021 Strategy and the proposals that would be forthcoming for the next iteration of the Strategy; and**
- (ii) NOTED the performance of the Infrastructure Support Contract and; APPROVED -**
- (iii) The delegation of powers to the Deputy Chief Executive to proceed with a re-tender of the Infrastructure Support Contract as the current contract is now in its final year of operation and that the Borough Solicitor be authorised to carry out any necessary legal formalities in this regard; and**
- (iv) NOTED the overview of the development and impact of the introduction of Bolton's Fund in the past year and APPROVED -**
- (v) The proposed 2021/22 programme as presented by co-design partners and on the basis in the report now submitted.**

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AUDIT COMMITTEE

MEETING, 7th JULY, 2021

Present – Councillors Peel (Chairman), Haworth (Vice-Chairman), Cox, Hayes and Sanders.

Also in attendance

Ms. S. Johnson	-	Deputy Chief Executive
Mr. T. Glennon	-	Head of Finance - Corporate
Mr. D. Wingfield	-	Group Accountant
Ms. K. Murray	-	Director and Engagement Lead, Mazars Group
Mr. G. Wilson	-	Principal Accountant
Mrs. V. Ridge	-	Democratic Services Manager

An apology for absence was submitted on behalf of Councillor Galloway.

Councillor Peel in the Chair.

1. MINUTES

The minutes of the proceedings of the meeting of the Committee held on 13th October, 2020 were submitted and signed as a correct record.

2. ACCOUNTING POLICIES 2020/21

The Deputy Chief Executive submitted a report which set out the Council's proposed accounting policies and critical judgements to be adopted in completing the 2020/21 Statement of Accounts.

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The report advised that the Council's accounting policies were the specific principles, conventions, rules and practices that were applied in the production and presentation of the annual Statement of Accounts and were required to be disclosed as a note to the annual accounts. There had been no changes from the policies used to prepare this year's Statement of Accounts.

The report also stated that, in line with IFRS and the Code, the Council was also required to disclose those judgements that management had made in the process of applying the Council's accounting policies that had the most significant effect on the amounts recognised in the financial statements.

The accounting policies and critical judgements contained with the 2020/21 Statement of Accounts were attached to the report at Appendices 1 and 2.

Following consideration of the report, members made a number of comments/observations, viz:-

- Had any changes been made to accounting policies in light of the governments document on the review of fraud; and
- Comparisons and benchmarking exercises undertaken across Greater Manchester on accounting policies.

Resolved – (i) That the critical judgements made by management when producing the Statement of Accounts be noted.

(ii) That the Council's proposed accounting policies to be adopted in completing the 2020/21 Statement of Accounts, be approved.

3. ANNUAL GOVERNANCE STATEMENT

The Head of Internal Audit and Risk Management submitted the draft 2020/21 Annual Governance Statement which was proposed for inclusion in the Annual Accounts for 2020/21.

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The report reminded the Committee that the Statement provided an overview of how the Council's governance arrangements operated and how these were reviewed annually to ensure that they remained effective.

A brief summary of significant governance challenges which the Council faced was also given together with an explanation of what actions had been taken to bring about the required improvements and what work was still to be done. This provided transparency and gave assurances that the Council was committed to continuously improving the way in which it functioned.

The report acknowledged that the Council had continued to maintain good practice during 2020/21 and that the review process had not identified any significant governance issues necessary to highlight in the statement.

Key elements of the framework were set out in the report together with highlighted examples of how governance arrangements had been adapted to respond to the challenges presented by COVID-19.

The report concluded that the governance arrangements were considered to be effective to enable a robust response to these challenges, manage risks and capitalise on opportunities for further governance and organisation improvement.

The report noted that whilst there had not been any significant governance issues, the Council would still face challenges and must continue to focus on proactively responding to significant change arising from COVID-19, demographic change, new legislation and the requirement to deliver savings and future financial resilience.

Progress to date and areas of further focus in developing governance arrangements during 2021/22 were also detailed in the report.

Following consideration of the report, members made a number of comments/observations, viz:-

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- The implications of Covid-19 on governance arrangements;
- Arrangements for getting council services back to normal;
- Staff training and linking anti-fraud into the whistleblowing policy; and
- Mystery shopping/testing.

Resolved – That the report be noted.

4. STATEMENT OF ACCOUNTS 2020/21

The Deputy Chief Executive submitted a report which put forward the Authority's 2020/21 Statement of Accounts for the consideration and approval of the Committee.

The report provided a summary of the findings of the audit of the Council's Statement of Accounts for 2020/21 which has been drawn up in accordance with the Accounts and Audit Regulations, the CIPFA Codes of Practice on Local Authority Accounting and the Service Reporting Code of Practice, supported by IFRS.

The report included a Narrative Statement which gave an overall impression of:

- the current Council Structure – both politically and managerially;
- a summary of the Council's financial performance in 2020/21 including how money was spent and where it came from;
- the key developments during the 2020/21 Financial Year; and
- the significant issues that had impacted on the accounts and that were likely to impact in the future.

The report advised that there had been changes to the timeline for preparation of the accounts in response to the Covid-19 pandemic. On 9 March, 2021 the Government laid regulations before Parliament that amended the draft and final accounting deadlines for principal councils, police and fire bodies and the

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Accounts and Audit (amendment) Regulations 2021 came into force on 31 March 2021.

The regulations amended the draft and final audited accounts publication deadlines from 1st June and 31st July to 1st August and 30th September for the next two financial years (2020/21 and 2021/22). The regulations also included a new requirement for all Local Government bodies to post a notice on their website if they failed to publish their draft accounts by 1st August 2021.

In this regard, the report advised that Council's Statement of Accounts 2020/21 had been published on the Council's website on 23rd June 2021. A copy of the Accounts were attached to the report at Appendix 1.

Members were advised that the production of the Statement of Accounts was a major complex task carried out in a very limited period of time. In order to minimise the risk of error, a number of measures had been put in place, as follows:

- returns from service accounting teams, on which the majority of the analysis was based, had been designed to be self-checking, balancing back to the Oracle Ledger system and cross referenced to other sources both within and beyond the ledger system;
- liaison was maintained with CIPFA, external auditors and other Greater Manchester Councils, to establish a common understanding of problem areas and new developments; and
- staff not involved in the immediate production of the Statement of Accounts had reviewed the finished product with a view to improving presentation and eliminating ambiguity.

Following consideration of the report, members made a number of comments/observations:

- the narrative was extremely well set out and written;
- issues around the capital programme and early warning signs for robustness;

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- the position with regard to loans and how any increase by loan providers would affect local authorities;
- the Manchester Airport dividend and the impact of Covid-19; and
- a request for a report to be submitted to a future meeting providing an update on the current situation with regards to the financial situation at Manchester Airport.

Resolved – (i) That the 2020/21 Statement of Accounts, as now submitted, be approved; and

(ii) That a report be submitted to a future meeting providing an update on the current situation with regards to the financial situation at Manchester Airport.

5. AUDIT STRATEGY MEMORANDUM FOR 2020/21

Ms K. Murray. Mazars, submitted the Audit Strategy Memorandum for the year ending 31st March, 2021 for the consideration and comment of the Committee.

The document summarised the approach of the Council's External Auditors, highlighted significant audit risks and areas of key judgements and provided details of role and responsibilities of the Audit Team together with the associated timescales for submission of reports.

The following risks and key judgement areas had been identified:

- management of override of controls;
- revenue recognition (Group);
- property, plant and equipment valuation (Group);
- defined benefit liability valuation (Group); and
- valuation of Airport Share Holding (Single Entity).

The following value for money risks has also been identified:

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- working with partners and third parties – governance and risk management; and
- sustainable resource deployment – financial resilience.

Full details of the planned response of how these risks would be addressed were also included in the report.

The document also contained specific appendices on key communication issues relevant to the work of the Committee.

Following consideration of the report, members made a number of comments/observations, viz:-

- The changes to the value for money arrangements;
- Property plant and equipment were the highest risk and the steps which could be taken to reduce this; and
- How fraud protection work was assessed.

Resolved – That the Audit Strategy Memorandum now submitted, be approved.

6. COMMITTEE WORKPLAN

The Deputy Chief Executive advised that the proposed Committee Workplan which would guide the work of the Committee over the forthcoming Municipal Year would be circulated to members and would be submitted to the next meeting for approval.

Resolved – That the update be noted.

(The meeting started at 11.00 a.m. and finished at 12.10 p.m.)

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NOTES