

Bolton Council

MEETING OF THE COUNCIL

6th September 2023

THE CABINET AND EXECUTIVE CABINET MEMBER MEETINGS



BOLTON METROPOLITAN BOROUGH

Cabinet – 14 th August 2023	AA
Executive Cabinet Member – Leader – 16 th August 2023	BB
Executive Cabinet Member for Adult, Health and Wellbeing– 24 th August 2023	CC
Executive Cabinet Member for Children’s Services – 15 th August 2023	DD
Executive Cabinet Member for Climate Change and Environment–14 th August 2023	EE
Executive Cabinet Member for Planning, Housing and Highways – 19 th July and 23 rd August 2023	FF
Executive Cabinet Member for Regulatory Services and Property – 18 th July 2023	GG

S. Johnson

SUE JOHNSON
Chief Executive
Town Hall, Bolton

30th August 2023

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THE CABINET

MEETING, 14TH AUGUST, 2023

Councillor Peel	Leader's Portfolio
Councillor Zaman	Regeneration
Councillor Haworth	Regulatory Services and Property
Councillor Jiva	Stronger Communities
Councillor Donaghy	Children's Services
Councillor Silvester	Climate Change and Environment
Councillor Mrs. Thomas	Adults, Health and Wellbeing

Other Members in Attendance

Councillor Chadwick
Councillor Fielding
Councillor Mistry
Councillor Mort
Councillor Mrs. Fairclough
Councillor Dean (as deputy for Councillor Morgan)
Councillor Walsh (as deputy for Councillor Cox)
Councillor Hayes
Councillor Grant
Councillor Heslop

Officers

Ms. S. Johnson	Chief Executive
Mr. J. Dyson	Director of Place
Ms. H. Gorman	Borough Solicitor
Mr. T. Glennon	Borough Treasurer
Ms. P. Clyne	Licensing Manager
Mrs. V. Ridge	Democratic Services Manager

Apologies for absence were submitted on behalf of Councillors N. Ayub, Cox, Khurram, Morgan, Sanders and Warren.

Councillor Peel in the Chair.

9. MINUTES

The minutes of the proceedings of the meeting of the Cabinet held on 10th July, 2023 were circulated and signed as a correct record.

10. GREATER MANCHESTER MINIMUM LICENSING STANDARDS FOR TAXI AND PRIVATE HIRE – STAGE 2

The Executive Cabinet Member for Regulatory Services and Property and the Director of Place submitted a report which set out the proposed Greater Manchester 'Minimum Licencing Standards' (MLS) for Vehicles (referred to as Stage 2) for taxi and private hire services and also provided details of each of the ten proposed MLS standards, as outlined in Appendix 1 to the report, with local amendments.

Members were advised that the decision taken by Cabinet on 26th June, 2023 to adopt the Greater Manchester Minimum Licensing Standards (Stage 2) was called in to the Place Scrutiny Committee which met on 27th July, 2023. Place Scrutiny Committee determined that the decision made by Cabinet should be referred back to the Cabinet on the 14th August, 2023 with the recommendation that Bolton Council withdraws from the Greater Manchester Minimum Licensing Standards (Stage 2) and not progressed any further.

By way of background, members were reminded that, in 2018, Greater Manchester's ten local authorities agreed to collectively develop, approve and implement a common set of Minimum Licensing Standards (MLS) for taxi and private hire services. At that time, the primary driver for this work was to ensure public safety and protection, however, vehicle age and emissions standards, within the context of the Clean Air Plan and wider decarbonisation agendas were now also major

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considerations. In addition, by establishing standards around common vehicle specifications, MLS would be an important mechanism that permitted systematic improvements to taxi and private hire service across Greater Manchester (GM) and improved their visibility.

The report advised that this collaborative approach sought to establish a basic and common minimum standard in key areas of regulation, whilst allowing Districts to exceed these minimums where they considered this to be appropriate. As licensing was a local authority regulatory function, the MLS had been devised by the Greater Manchester Licensing Managers Network who work in partnership across GM to drive innovation, partnership and transformational change.

Members were informed that the MLS were divided into four distinct sections as follows:-

1. Licensed Drivers: including criminal records checks, medical examinations, local knowledge test, English language requirements, driver training including driving proficiency and common licence conditions;
2. Licensed vehicles: including vehicle emissions, vehicle ages, common vehicle colour and livery, vehicle testing, CCTV, Executive Hire and vehicle design common licence conditions;
3. Licensed private hire operators: including common licence conditions, DBS checks for operators and staff every year, fit and proper criteria for operator applications and common licence conditions; and
4. Local Authority Standards: including application deadlines and targets, GM Enforcement Policy, Licensing Fee Framework, annual councillor training requirements and Officer delegations.

Members were also reminded that a GM wide public consultation on the proposed MLS took place between 8th October and 3rd December, 2020. The consultation yielded a total of 1,683 responses and the response breakdown for Bolton was detailed in the report.

Having regard to the consultation exercise, the following Minimum Licensing Standards for Vehicles were proposed by the Greater Manchester Licensing Managers Network for approval be each District, viz:-

Vehicle Standards	
No.	Proposed Standard
1	Hackney Carriages
2	Vehicle Age
3	Vehicle Emissions
4	Vehicle Colour
5	Vehicle Livery
6	Vehicle Testing
7	CCTV
8	Executive Hire
9	Vehicle Design
10	Vehicle Licence Conditions

It was explained that the definition of each standard and extent to which this Council met the minimum requirements was detailed in Appendix 1 to the report.

Members were also advised that in relation to Standard 5 (Vehicle Livery Standards), specific livery was proposed, the details of which, were attached in Appendix 2 to the report. The purpose of having a clear and consistent specification for livery was to help identify and distinguish properly licensed vehicles as either Hackney Carriage or Private Hire Vehicles.

With regards to Standard 10 (Vehicle Licence Conditions Standards), a specific set of Private Hire and Hackney Carriage Vehicle Licence Conditions was proposed and details of these were set out in Appendix 4 to the report. The conditions covered a comprehensive set of expectations with regards to the condition of the vehicle, livery and requirements on reporting accidents and convictions.

Members were advised that the recommendations were also endorsed by the Combined Authority at their meeting on 29th October, 2021 and it was expected that all Districts would have completed Stage 2 governance by mid-January, 2022. It was

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stated that all Districts, with the exception of Bolton and Stockport, did approve MLS Stage 2 by this milestone. However, some Districts had since agreed adjustments to implementation dates linked to the opening of the Clean Air Taxi Fund whilst Rochdale had paused implementation and Bury had delayed implementation on part of the livery, namely the bonnet sticker. Details on the timetable for approval (including key milestones) were provided in the report.

In terms of the financial implications, members were informed that Hackney carriage and private hire services were based on a cost recovery model and the fees charged by Bolton Council for a licence reflected the cost of providing the service. Any cost associated with developing and promoting the ten standards would be reflected in the fees charged when they were re-calculated at the end of the year. However, there had been agreement that the 10 Local Authorities would contribute £5,000 from their hackney carriage and private hire budget to cover the cost of developing the MLS across the 10 Districts and the dedicated administrative support across the entire piece. It was also important to note that the costs associated with the 10 standards would be met by the applicant or licence holder and would not be reflected in Bolton Councils fees and charges.

Furthermore, the Clean Air Plan and Clean Taxi Fund (over £20 million), as detailed in the report, was expected to support Standard 3 (Vehicle Emissions), by offering grants to the industry in Greater Manchester to upgrade vehicles. In this regard it was important to note that following the 'pause' to the GM Clean Air Plan, discussions were currently taking place with Government in respect of access to the Clean Air Financial Support Scheme (which included the Clean Taxi Fund).

Members were also advised that on 26th February, 2022 an electronic petition was submitted to the Council from a representative of the Private Hire trade which was a formal petition in respect of the proposed Stage 2 MLS for Bolton's licensed private hire and taxi driver/vehicles and full details of this was provided in the report.

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In terms of going forward and, taking into account, the recommendation from the Place Scrutiny Committee the report provided 2 options for members consideration which were as follows:-

Option 1

- To approve each of the 10 proposed Minimum Licensing Standards set out in paragraph 2.3 of the report, and detailed as Appendix 1, with the following amendments.
 - Standard 2 – No minimum age or maximum age requirement in respect of private hire vehicles; and no minimum age requirement in respect of hackney carriage vehicles; and the current Bolton Council policy on the maximum age for hackney carriages (15 years) to remain in place.
 - Standard 3 - All licensed vehicles must comply with the current Euro emission standard when they are licensed with an ambition for a zero-emission capable fleet by 2030. The transition period is extended to the 1st April, 2030 and all licensed vehicles are to be Euro emission compliant by this date (Euro 4 for petrol and Euro 6 for diesel).
 - Standard 5 – The current existing Bolton Council policy on private hire and hackney carriage vehicle livery will remain in place, however, the expiry date on the front licence plate will be removed.
- Approve the proposed 'Private Hire Vehicle Conditions' attached as Appendix 3 to the report.
- Approve the proposed 'Hackney Carriage Vehicle Conditions' attached as Appendix 4 to the report.
- Authorise the Director of Place to implement the same.

Option 2

- Do not progress Stage 2 of the Minimum Licensing Standards and approve this Council's withdrawal from the Greater Manchester Minimum Licensing Standards (Stage 2).

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

Resolved – That Option 2, as outlined in the report, not to progress with Stage 2 of the Minimum Licensing Standards and withdraw from the Greater Manchester Minimum Licencing Standards (Stage 2) be approved.

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NOTES

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LEADER

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

WEDNESDAY 16th AUGUST, 2023

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

- | | |
|--------------------|-------------------------------------|
| Councillor Peel | - Executive Cabinet Member - Leader |
| Councillor Dean | - Major Opposition Spokesperson |
| Councillor Hayes | - Minor Opposition Spokesperson |
| Councillor Grant | - Minor Opposition Spokesperson |
| Councillor Heslop | - Minor Opposition Spokesperson |
| Councillor Sanders | - Minor Opposition Spokesperson |

Officers

- | | |
|-----------------|---|
| Mr. L. Fallows | - Director of Corporate Resources |
| Mr. P. Rimmer | - Assistant Director Revenues, Benefits and Customer Services |
| Ms. J. King | - Assistant Director HR/OD |
| Mr. T. Brennand | - HM Senior Coroner |
| Mr. T. Glennon | - Borough Treasurer |
| Mr. C. Walker | - Second Officer Coroner's Office |
| Mr. J. Duckett | - Corporate Applications Manager |
| Ms. V. Ridge | - Deputy Democratic Services Manager |

7. 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.

8. PERMISSION TO RETENDER FOR OCCUPATIONAL HEALTH PROVISION.

The Director of Corporate Resources submitted a report which provided the Executive Cabinet Member with information relating to the ongoing requirement for Occupational Health provision for our Council employees and schools (who purchased this under an SLA) and for the service provider to be procured as part of a GM collaborative group.

By way of background information, the Executive Cabinet Member was advised that when the in-house service became no longer viable to continue, Bolton Council moved to join other GM collaborations to appoint an Occupational Health Services provider in 2016. This arrangement had worked well demonstrating value for money, using more efficient digital solutions, and improving data security and efficiency in administrative processes.

The report stated that the current 4-year contract with Optima was due to expire in April 2024, and the group were now looking to undertake a retender from September 2023. However, it was not considered viable to retender alone due to significant costs as economies of scale applied which offered discounted rates and the options for a stand-alone provision were limited. In addition, there were very few Occupational Health providers of sufficient size to deliver the services required, at speed and to a complex workforce.

The report outlined the options available which were as follows:

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- Look to source the Council's own occupational health provider;
- Consider re-starting an in-house provision, as pre-2016;
- Consider using another local provision; and
- Continue with the GM collaboration for this provision.

In terms of the financial implications, the costs would be commensurate with the current provider and all charges were recouped from departments on a "pay as you go basis". It was stated that a small additional income was generated under the SLA used by our schools, and currently external provision of our service to Bolton Carers and Bolton College and this income was directed into the HR staffing budget.

The Executive Cabinet Member was advised that the value of the current contract agreement was £145,036 (excluding VAT) per annum. It was anticipated that the contract would be for an initial 2-year term, with the option to extend for a further 2 years. Allowing for a 10% increase in costs over the contract period provided a total contract value of up to £638,159 (excluding VAT), over the duration of 4 years.

The Executive Cabinet Member AGREED -

- (i) To continue the Council's involvement in the GM collaborative contract, to appoint an Occupational Health service provider; and**
- (ii) To delegate "intention to award" powers to the Director of Corporate Resources when a collaborative decision is made to award the contract.**

9. RETENDER FOR LEARNING MANAGEMENT SYSTEM (ME-LEARNING)

The Director of Corporate Resources submitted a report which outlined the ongoing requirement for a Learning Management System, and for this system to be procured as part of the GM collaborative group.

By way of background information, the Executive Cabinet Member was advised that Bolton Council had used a Learning

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Management System (LMS) since 2015, and from 2019 all Council Employees had been able to access 150 courses available online on the LMS. The current contract for this service was held as part of a collaboration with other GM Councils, with Oldham Council being the over-arching contract holder.

It was explained that the original contract was awarded to Me Learning in 2014 and following retender activity in 2019, they were successfully re-awarded the contract for a further four years.

The report explained that the current collaborative contract was due to end imminently and the group were currently undertaking a retender. However, it would not be possible to retender alone due to the significant costs (economies of scale applied in discounted rates) and not having a LMS would severely impact our capacity to deliver training at scale to staff as well as our partners and the wider workforce in social care and schools.

The report outlined the options available which were as follows:-

- Removal of the LMS system;
- Procure a stand alone LMS outside of the collaboration; and
- Continue with the GM collaboration for this system, with this being the preferred option.

In terms of the financial implications, it was stated that the costs would be commensurate with the current system and income generated from the sale of licenses would cover the ongoing fees.

The Executive Cabinet Member AGREED –

(i) To the continuance of Bolton Council's involvement in the GM collaborative contract to provide a Learning Management System; and

(ii) To delegate “intention to award” powers the Director of Corporate Resources when a collaborative decision is made to award to the contract.

10. PROVISION OF A CT SCANNING POST-MORTEM AND WRAP AROUND SERVICE TO HM CORONER, MANCHESTER WEST.

The Director of Corporate Resources submitted a report which sought the Executive Cabinet Member’s approval for the procurement of a CT scanning post-mortem service and wrap around support to HM Coroner, Manchester West.

By way of background, the Executive Cabinet Member was advised that The Manchester West Coroner’s service covered Bolton, Salford and Wigan with an approximate population of 881,657 people across 3 diverse areas. Bolton Council were the lead authority for the service and the budget for this service for 2023/2024 was £2,549,300, shared between the 3 local authorities based on population.

The report explained that currently where a death was referred to HM Coroner and the cause of death could not be determined a coroner would authorise a post mortem examination to be undertaken to try and identify the medical cause of death. However, this option was becoming more problematic as the number of pathologists trained to undertake these post-mortems was reducing rapidly since the Royal College of Pathologists removed the requirement for all medical students and clinicians to be trained in this area of work.

It was stated that Manchester West dealt with over 3,600 deaths per year and currently approximately 46% of cases required a post-mortem. The current post-mortem service was provided by hospitals based in Bolton, Wigan and Salford, however, all have had difficulties in providing the traditional post-mortem service and this had caused delays in being able to give a cause of death to a bereaved family.

The report advised that CT scanning provided a service that reduced the need for, or level of, post-mortem examinations

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required. It also stated that with the use of CT scanning, bodies could be released to families much quicker after death, benefitting families but also supporting cultural requirements to bury/cremate the body as soon as possible after death.

The Executive Cabinet Member was informed that the Manchester West Senior Coroner had asked the Council to look at the provision of a CT scanning post-mortem and wrap around service to be in place by the end of 2023 and it was anticipated that the proposed contract would be for a period of 10 years and would commence on or before 1 December 2023.

In terms of the proposal, it was the intention to issue a Prior Information Notice to see if there was any interest in the market to provide the required service and, if interest was shown by more than one provider, the Council could complete an open tender process under an accelerated procedure. If interest was shown to provide the required service by only one provider, the Council could indicate its intention to enter into a contract by publishing a VEAT notice in the Find a Tender Service and wait 10 days before awarding the contract.

In terms of the financial implications, it was stated that the spend on post-mortems accounted for the largest part of the Coroner's Service's budget and it was not anticipated that procuring the new provision would require an increased budget. The report explained that until such time when the Council was made aware of the organisations ability to provide this service, the actual cost of the service could not be determined but from research undertaken to date, early indications were that it would, at worst, be cost neutral and might, in time, be cost saving.

The Executive Cabinet Member APPROVED –

- (i) The procurement of a CT scanning post-mortem service and wrap around support on behalf of the HM Coroner's Service, Manchester West as detailed in the report and AGREED –**
- (ii) To delegate authority to the Director of Corporate Resources, in consultation with the Borough Solicitor to:**

- a. **Determine the procurement strategy.**
 - b. **Negotiate and agree the terms and conditions of the contract; and**
 - c. **Provided that the cost of the new contract falls within the existing budget, award the new contract to the preferred bidder.**
- (iii) To delegate authority to the Borough Solicitor to complete all the necessary legal formalities.**

11. ORACLE SUPPORT CONTRACT

The Director of Corporate Resources submitted a report which sought the Executive Cabinet Member's approval to waive Standing Orders relating to Contracts to allow the authority to procure a one-year direct award contract with Mastek for third party support of the Oracle System.

By way of background, the report explained that the Council had used Oracle software since 2003 to provide financial management, procurement, and payment solutions. It was also used to support the HR and Payroll services to the authority and to schools and was a key and critical IT solution that was central to the way the Council worked.

The report stated that in 2018/9 a decision was taken to migrate to a Cloud solution known as Oracle Fusion and this was supported by a third-party company (Mastek) under a 4-year agreement which expired on 13th June 2023.

In view of the above, it was proposed that a new contract be entered into that would replicate the current services and provide continuity of support from Mastek which would allow the Council to use existing service credits to complete the migration. This work would otherwise cost approximately £50,000 but under the new contract would be in the region of £10,000.

The report also sought the Executive Cabinet Member's approval to waive the Council's Standing Orders relating to Contracts for the procurement of this one-year extension to

support the arrangements with Mastek for the Oracle Fusion system.

In terms of the financial implications, it was stated that the value of the contract was £200,000 (excluding VAT) over a 12-month period and it was within the existing budget.

The Executive Cabinet Member AGREED -

- (i) To waive Standing Orders relating to Contracts to allow the procurement of the one-year contract with Mastek;**
- (ii) To delegate authority to the Director of Corporate Resources to award the contract to Mastek; and**
- (iii) To delegate authority to the Borough Solicitor to carry out all the necessary legal formalities.**

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.

12. PROVISION OF A SERVICE FOR THE REMOVAL OF BODIES FOR HM CORONER, MANCHESTER WEST

The Director of Corporate Resources submitted a report which sought the Executive Cabinet Member's approval to conduct a joint tender exercise with Manchester North for the provision of a coroner service for the removal of bodies to be effective from April, 2024.

The Executive Cabinet Member was advised that the Council had a legal responsibility to provide a coroner's service, and all necessary support for the Coroner in order that he was able to carry out his statutory functions. The provision of a body removal service would support HM Senior Coroner's

compliance with the Coroner and Justice Act 2009 and the Councils' continual commitment to the bereaved families within the Manchester West area.

It was explained that a joint procurement exercise was conducted in 2016 that involved all Coroners within the Manchester area. However, since this time HM Senior Coroners for Manchester South and City, had conducted their own procurement exercise and contracts had been separately issued by each local authority.

The report stated that the current body removal contract was due for renewal in March 2024, and it was not possible to extend the contract further without a procurement process being initiated. Furthermore, Manchester North who supported the citizens of Rochdale, Oldham and Bury had asked Bolton Council if a joint procurement exercise could be undertaken, covering all the areas supported by the Manchester North and West Coroners.

The Executive Cabinet Member APPROVED the joint procurement of a service for HM Coroner, Manchester West for the removal of bodies between Manchester West and Manchester North using STAR Procurement and AGREED to delegate authority to the Borough Solicitor to complete any legal requirements.

13. REVIEW OF THE DIGITAL CUSTOMER SERVICE

The Director of Corporate Resources submitted a report which set out the results of consultation on proposals to restructure the Digital Customer Service and sought the Executive Cabinet Member's approval to implement the final proposals.

The Executive Cabinet Member was advised that in 2021 the Web Team transferred from Customer Services to the Transformation Division, due to synergies with Technology Service and Change Management. It was also acknowledged that a review of the Web Team's staffing structure and remit was essential to introduce more digital customer contact solutions to meet the ever-changing demand.

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In view of the above the report outlined the proposals to restructure the Web Team which had been subject to consultation with the Trade Unions and staff and which ended on 23rd June, 2023.

Appendix 3 to the report provided a summary of the key issues which were raised during the consultation, together with, the response from management. The formal trade union response was also detailed in Appendix 4 to the report.

In terms of the financial implications, the Executive Cabinet Member was advised that the overall net effect of the proposal would be budget neutral.

The relevant Equality Impact Assessment had been undertaken and this was detailed in Appendix 5 to the report.

The Executive Cabinet Member APPROVED –

- (i) The final proposals in relation to the restructure of the Web Team, having due regard to the consultation feedback and the Equality Impact Assessment; and**
- (ii) Subject to approval of the Head of Paid Service agreed to delegate implementation of the new structure to the Director of Corporate Resources.**

ADULTS, HEALTH AND WELLBEING

A record of decisions made by the Executive Cabinet Member with responsibility for Adult Services, Safeguarding for Adults, Health and Wellbeing, Public Health, Mental Health and Health and Social Care integration and Bolton Cares.

THURSDAY, 24th AUGUST, 2023

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

- | | |
|-----------------------|---|
| Councillor Mrs Thomas | - Executive Cabinet Member for Adults, Health and Wellbeing |
| Councillor Morgan | - Major Opposition Spokesperson |
| Councillor Heslop | - Minor Opposition Spokesperson |

Officers

- | | |
|---------------|---|
| Ms R. Tanner | - Director of Adult Services, Communities and Integration |
| Ms L. Butcher | - Head of Finance - People |
| Ms A. Kelly | - Senior Lawyer |
| Mrs S. Bailey | - Principal Democratic Services Officer |

7. HEALTH AND CARE NEIGHBOURHOOD LEADERS

The Director of Adult Services, Communities and Integration submitted a report which set out proposals for the establishment of dedicated leadership posts for the six Health and Care Neighbourhoods and sought approval to proceed with shared funding arrangements between the Council and NHS for the posts after year 1.

The report advised that establishment of Bolton's six health and care neighbourhoods was critical to integrating community health and care services and improving population health. It would enable organisations to work more closely together to

CC2

tackle inequalities to a common neighbourhood delivery footprint with shared aims and ways of working. In addition, it had been proven that Integrated leadership was a key feature of successful health and care neighbourhood teams as set out in the Greater Manchester Model - Further Faster.

In this regard, the report stated that the current model in Bolton had limited the progression of integration and that the existing arrangements would not support the mobilisation to six neighbourhoods.

The report went on to put forward proposals to appoint six posts of Neighbourhood Leaders on a permanent basis to support the establishment of newly formed Neighbourhood Teams. Full details of the job descriptions, the contractual arrangements and associated costings were provided.

The report put forward the following options for financing the posts, as follows:

- Option 1 - Year 1 funding for the Band 7/Council Grade K posts to be drawn from the non-recurrent NHS and Council Joint Transformation Fund which had been approved by the Bolton Finance and Assurance Committee and endorsed by Bolton Locality Board in May 2023;
- Option 2 - banding of the posts at 8a/Grade L- however, this would be a significant cost to the system at a time of constrained budgets - funding the posts at this level would take a significant amount of funding out of the shared Transformation Pot and would be difficult to fund on a permanent basis on this pay scale.

Option 1 was the preferred course of action.

In the current year, the posts would be funded using the joint Foundation Trust and Council Transformation pot. There would be a timing delay in recruitment for the current Financial Year and the full cost was anticipated to be about £200k.

From 1st April 2024, the costs would be split equally between the organisations, Council, and NHS partners. Over the next year the Council's Adult Social Care Department will identify ongoing revenue budget from within their directorate budgets to support this process.

The Executive Cabinet Member NOTED:

- (i) The rationale for strong system leadership at a neighbourhood level and the benefits of dedicated leadership, particularly in the early stages of neighbourhood maturity;**
- (ii) That the Year 1 funding for the Band 7/Council Grade K posts (option 1) will be drawn from the non-recurrent NHS and Council Joint Transformation Fund which was approved by the Bolton Finance and Assurance Committee and endorsed by Bolton Locality Board in May 2023, as set out at Section 7 of the report now submitted; and**
APPROVED -
- (iii) The long-term funding arrangements from year 1 onwards for Neighbourhood Leader posts on NHS Band 7/ Council Grade K pay scale, on the basis set out in Section 7 of the report now submitted; and**
- (iv) The establishment of up to 6.0FTE Neighbourhood Leaders on the Council's establishment, on the basis set out in the report now submitted.**

CC4

NOTES

CHILDREN'S SERVICES

A record of decisions made by the Executive Cabinet Member with responsibility for Children's Services including Looked After Children, Safeguarding relating to Children and Young People, Schools, Early Years strategies, Youth and Play services and the Youth Offending Service.

TUESDAY, 15TH AUGUST, 2023

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

- | | |
|--|--|
| Councillor Donaghy | - Executive Cabinet Member – Children's Services |
| Councillor Galloway | - Major Opposition Spokesperson |
| Councillor Hayes (as deputy for Councillor Priest) | - Minor Opposition Spokesperson |
| Councillor Grant | - Minor Opposition Spokesperson |
| Councillor Flitcroft | - Minor Opposition Spokesperson |
| Councillor Heslop | - Minor Opposition Spokesperson |

Officers

- | | |
|---------------|--|
| Ms B. Brown | - Director of Children's Services |
| Mr P. Rankin | - Deputy Director of Children's Services |
| Ms L. Butcher | - Head of Finance |
| Ms A. Hunt | - Senior Lawyer |
| Mrs S. Bailey | - Principal Democratic Services Officer |

7. 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.

8. STATUTORY PROPOSALS TO ESTABLISH SEND RESOURCE PROVISION AT CLAYPOOL AND WASHACRE COUNTY PRIMARY SCHOOLS

Further to Minute 50 of the meeting of this Executive Cabinet Member meeting held on 3rd April, 2023, the Director of Children's Services submitted a report which provided an update on the responses received in respect of the publication of a Statutory Notice to establish SEND Resource Provision at Claypool and Washacre County Primary Schools and sought approval to determine and approve the two proposals.

The report advised that the Notices had been published on 26th June, 2023 which had been the start of a 4 week representation period that expired on the 23rd July, 2023.

The report summarised the options and responses received on the proposal at Claypool CP to create a SEND Resource Provision for up to six children with severe learning difficulties and Autism Spectrum Disorder. The children would be mainly accommodated within a modified classroom at the School and would be additional to the number of children admitted through the school's normal admission criteria. This would therefore not reduce the number of mainstream places offered by the School.

In this regard, two positive responses had been received in support of the proposal. One of these has been submitted by a nearby school and the other by a parent and grandparent of children with SEND requirements who had attended local Bolton schools.

No responses had been received in respect of the proposal to create a SEND Resource Provision for up to 16 children with moderate and complex learning difficulties at Washacre School. The children would be accommodated within modified former nursery classroom space at the School and would be additional to the number of children admitted through the school's normal admission criteria. This would therefore not reduce the number of mainstream places offered by the school.

The Executive Cabinet Member was therefore requested to approved the proposals at Claypool and Washacre Schools on the basis now detailed from 1st September, 2023.

The Executive Cabinet Member APPROVED -

The establishment of SEND Resource Provision at Claypool and Washacre County Primary Schools with effect from the 1st September 2023, on the basis detailed in the report now submitted.

9. SUPPORTING FAMILIES - BUSINESS SUPPORT

The Director of Children's Services submitted a report which outlined the current pressures being experienced in the delivery of the Supporting Families Programme and sought approval for the establishment of an additional Business Support post to assist in this regard.

It was proposed to utilise £33,870 from the Supporting Families Grant funding to cover the costs of the additional post, full details of which were provided.

The Executive Cabinet Member APPROVED –

The establishment of an additional Business Support post, on the basis now detailed.

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.

10. CHILDREN'S SOCIAL CARE CAPACITY

The Director of Children's Services submitted a report which outlined the current service pressures and capacity issues relating to the delivery of the Children's Social Care Service and put forward procurement proposals to ensure that future demand could be managed effectively.

The Executive Cabinet Member APPROVED –

- (i) Option One for the procurement of resources by direct award of the Contract to one supplier via a relevant existing procurement framework, on the basis detailed in the report now submitted;**
- (ii) The delegation of authority to the Director of Children's Services to award the Contract on the basis now detailed; and**
- (iii) The authorisation of the Borough Solicitor to carry out any necessary legal formalities in this regard.**

CLIMATE CHANGE AND ENVIRONMENT

A record of decisions made by the Executive Cabinet Member for Climate Change and Environment.

MONDAY, 14TH AUGUST 2023

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

Councillor Silvester	Executive Cabinet Member for Climate Change and Environment
Councillor Maher	Minor Opposition Spokesperson
Councillor Rigby	Minor Opposition Spokesperson
Councillor Sanders	Minor Opposition Spokesperson
Councillor Heslop	Minor Opposition Spokesperson
Councillor Mort	Observing

Officers

Mr. J. Dyson	Director of Place
Ms. J. Pollard	Head of Finance
Ms. J. Barber	Services for Schools Manager
Ms. L. Hunter	Head of Environmental Delivery
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 2022-23, FINAL OUTTURN.

The Director of Place submitted a report which provided the Executive Cabinet Member with information relating to the final outturn position of the Directorate of Place.

The report explained that the Executive Cabinet Member was recommended to note the final outturn position of the Directorate of Place, note the final capital programme position, and note the key findings in the report.

The recommendations also sought approval of the savings identified within the report relating to this portfolio. As part of the 23/24 Strategic Budget, the Directorate of Place was required to implement £676k of savings reductions for 2023/24 financial year, out of this £116k related to Climate Change and Environment.

The report summarised the financial final outturn position for 2022/23 in respect of the Directorate of Place and outlined the key issues:

- Revenue expenditure as a final outturn for the Directorate of Place showed an overspend against the budget of £402k, after planned reserve movements;
- Capital expenditure for the Directorate of Place, as at final outturn was £36.95m;
- Directorate of Place held £7.32m balance of earmarked reserves at 31 March 2023; and
- The budget efficiency savings for 2021/23 for the Directorate of Place were £6.161m. As of 31st March 2023, all savings had been approved.

The report also identified specific areas of financial risk identified for the year relating to:

- Loss of income due to the economic downturn;
- Energy price increases;
- Inflationary increases on the costs of projects, supplies and services; and

- The financial impact of COVID19.

The Executive Cabinet Member AGREED to:

- (i) Note the final outturn position of the Directorate of Place.**
- (ii) Note the final capital programme position.**
- (iii) Note the key findings in the report.**
- (iv) Approve the savings identified within the report relating to this portfolio.**

3. INCREASE TO ESTABLISHMENT FOR BUILDING CLEANING SERVICES.

The Director of Place submitted a report which outlined the proposal to increase the establishment for Services to Schools (building cleaning) by 0.61 FTE to staff additional business, funded by traded income.

By way of background information, the Building Cleaning Service provided a professional cleaning service to over 90 buildings across the Borough. Those services had been delivered over 25 years, providing a high-quality service supporting the local economy of Bolton by employing approximately 230 people. The service was income generating and operated a traded services account.

The issues outlined in the report stated that due to time constraints on access to the buildings, the service had no spare resource capacity to cover the posts.

It was proposed to create a 0.34 FTE post for Alexander Nursery and a 0.27 FTE post for Westhoughton Library. This meant the service would be required to recruit two additional members of staff, increasing the establishment by 0.61 FTE.

The business case for the additional capacity was set out in the report.

The Executive Cabinet Member AGREED to approve the additional capacity and budget acquired through traded

provision, in line with the business case, as set out in the report.

4. REPLACEMENT OF REFUSE COLLECTION VEHICLES (RCVS).

The Director of Place submitted a report which outlined the proposal to replace 50/50 twin pack Refuse Collection Vehicles (RCVs), with single chamber RCVs. This would require an increase in the number of established posts by 39.0 FTE to run the service.

By way of background information, the waste collection service currently operated 42 refuse collection vehicles (RCVs) to enable delivery of all types of waste collection services. The oldest fleet vehicles were deployed on recycling services which were 50/50 twin pack RCVs, enabling the service to collect the burgundy and beige bins in one wagon, keeping the material separated in different vehicle compartments.

The 50/50 twin pack RCVs were purchased in 2015 and the recommended lifespan of such vehicles was 7 years. There was an estimated delivery period of 23-30 weeks, for new vehicles, from the date of order. This timeframe was heavily dependent on bidder responses during the procurement process which was awaiting approval of this report.

The report outlined the two key issues experienced with current 50/50 twin pack RCVs, the reliability and operational efficiency of the vehicles. For the detailed reasons outlined in the report it was no longer a viable solution to continue using 50/50 RCVs in Bolton's vehicle fleet.

The report also proposed to increase the establishment of Refuse Drivers and Refuse Loaders. This proposed increase in establishment would provide a permanent resource to complete core essential work and the capacity to withstand any planned and unplanned absence of which there was currently no provision.

Option 2 outlined in the report would create flexibility and improved operational efficiency in the fleet by commencing replacement of 50/50 twin pack RCVs with single chamber RCVs, reflecting single product collections from Autumn/Winter 2023. This included an increase in establishment by 39.0 FTE to realistically reflect the requirements of this statutory service.

The Executive Cabinet Member AGREED to:

- (i) Proceed with option 2 described in the report to deliver greater operational sustainability, efficiency, and value for money over the lifecycle of the RCV fleet. Including a proposal to increase the establishment as described in the report.**
- (ii) Authorise the Director of Place to finalise the Council's requirement and procure up to 19 single chamber RCVs.**
- (iii) Authorise the Director of Place to appoint the successful tenderer to meet the Council's requirements, in accordance with the tender documents or existing framework agreement.**
- (iv) Authorise the Borough Solicitor to carry out all necessary legal formalities.**
- (v) Authorise the Borough Treasurer to complete all the financial formalities.**

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NOTES

PLANNING, HOUSING AND HIGHWAYS

A record of decisions made by the Executive Cabinet Member with responsibility for Planning, Community Housing Services, Private Sector Housing and Highways and Transport:-

WEDNESDAY, 19TH JULY, 2023

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

- | | |
|---|---|
| Councillor Khurram | - Executive Cabinet Member for Planning, Housing and Highways |
| Councillor Walsh | - Major Opposition Spokesperson |
| Councillor Hayes (as deputy for Councillor Wilkinson) | - Minor Opposition Spokesperson |
| Councillor Grant | - Minor Opposition Spokesperson |
| Councillor Sanders | - Minor Opposition Spokesperson |
| Councillor Heslop | - Minor Opposition Spokesperson |

Officers

- | | |
|--------------------|--|
| Mr. P. Whittingham | - Assistant Director - Economic Development and Regeneration |
| Mr D. Lowe | - Assistant Director – Highways and Engineering |
| Mr J. Powell | - Head of Community Housing Services |
| Mr M. Kay | - Head of Planning |
| Ms. J. Pollard | - Head of Finance – Chief Executive’s and Place |
| Ms K. Harris | - Group Accountant |
| Ms C. McMullen | - Group Accountant |

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Ms L. McGuinness - 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. HOUSING FINANCIAL MONITORING 2022/23 FINAL OUTTURN

The Director of Adult Services, Communities and Integration and the Borough Treasurer submitted a joint report which provided information relating to the financial position for Housing for the 2022/23 Financial Year.

With regard to Revenue Expenditure, the report advised that the Revenue outturn position was in line with Budget after a movement from Reserves of £66k.

In relation to Capital Expenditure, the money available going forward for Capital within Housing was £22.6k.

Reserves were £4.618m as at the end of 31st March, 2023 which was an increase in year of £1.237m.

The Executive Cabinet Member NOTED:

- (i) The financial position for Housing; and**
- (ii) The Revenue Budget changes in year.**

3. DIRECTORATE OF PLACE – FINANCE REPORT 2022-23 FINAL OUTTURN

The Director of Place and the Borough Treasurer submitted a joint report which provided information relating to the Final Outturn position of the Directorate of Place for 2022/23.

The report highlighted the following:

- Revenue Expenditure as at final outturn showed an overspend against budget of £402k after planned reserve movements;
- there were two significant variances within the Directorate of Place in the areas of planning and highways and transport;
- Capital Expenditure was £36.95M as at Final Outturn;
- Reserves – the Directorate of Place held £7.32M of earmarked reserves as at 31st March, 2023; and
- Risk - specific areas of financial risk identified for the year related to loss of income due to the economic downturn, energy price increases, inflationary increases on the costs of projects, supplies and services and the financial impact of Covid19.

With regard to Efficiency targets, the report advised that the budgeted efficiency savings for 2021/23 for the Directorate of Place were £6.161m. As at 31st March, 2023, all savings had been approved.

As part of the 2023/24 Strategic Budget, the Directorate of Place was required to implement £676k of savings reductions for 2023/24 Financial Year. The Directorate budget report had approved £496k of this target.

The report sought approval for the following savings from the Planning, Housing and Highways portfolio:

- Highways and Parking - continuation of de-illumination of bollards and management of cash limited budgets - £45k

The Executive Cabinet Member NOTED –

- (i) The final outturn position of the Directorate of Place, the final Capital Programme position and the key findings in the report; and APPROVED -**
- (ii) The savings identified in the report now submitted in the sum of £45k as they relate to the Planning Housing and Highways portfolio.**

4. RE-COMMISSION OF HOMES FOR BOLTON CHOICE BASED LETTINGS IT SYSTEM

The Director of Adult Services, Communities and Integration submitted a report which sought approval to waiver standing orders to enable an extension to the current 'Homes for Bolton Choice Based Lettings' IT system.

The report outlined the current arrangements whereby the Council managed and delivered a choice-based lettings service 'Homes for Bolton' on behalf of the Bolton Community Homes Partnership.

In 2018 to 2020, the Council engaged in an extensive exercise to identify and procure the most suitable system, which resulted in a decision to award the contract to Locata (Housing Services) Limited to deliver the current system. This was in line with a highly detailed specification of local needs to provide this service and procurement being undertaken through the Government G-Cloud system.

The report advised that the contract extension to the original contract would end on 30th September, 2023. As such the Council would need to re-contract the Choice Based Lettings System. The system was business critical and essential to the management of the Homes for Bolton allocation scheme on behalf of the BCH partnership in delivering the statutory duty.

In this regard, the report outlined the following options for recommissioning of the Service:

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- Option 1 - continue working with Locata to deliver the System.;
- Option 2 - a full re-procurement exercise which would require: a major staff capacity commitment and a full system re-specification;
- Option 3 - procurement of a new/alternative system which would require significant one-off spend from reserves.

The report stated that given the high level of satisfaction with the current system and provider, the preferred way forward was Option 1.

In this regard, the report sought approval to waive standing orders to extend the existing Contract with **Locata for an** initial term of three years with the option to extend for up to two further twelve-months.

The Executive Cabinet Member APPROVED –

The waiver of standing orders to extend the contract with Locata and allow an initial term of three years with the option to extend for up to two further twelve-month extensions which would provide a total contract value of up to £103,250 over the duration of five years.

5. REQUEST FOR SPEED ENFORCEMENT ON SMITHILLS DEAN ROAD

The Director of Place submitted a report which advised on the receipt of a petition which requested the installation of speed cameras on Smithills Dean Road in addition to encouragement of the Police to prioritise the Road for speed monitoring and the investigation and funding of suitable physical measures to reduce speeds.

The report outlined the observations that had taken place in the area following the receipt of the petition. It was noted that speed humps and/or carriageway narrowing using lining and crossing islands had already been installed and that the road speed limit had been reduced in that section from 50mph to 30mph.

The collision data showed that there had been three injury collisions during the past 3 years. Given the threshold, the route did not meet the criteria for a safety camera.

The report advised that a further measure would be to emphasise the speed limit change from the 50mph to the 30mph by introducing additional features at that point. These would take the form of high visibility backing boards on the speed limit signs together with dragons teeth gateway road markings on the approach.

The report also advised that the requests for additional speed checks in the area could be forwarded to the Police.

The Executive Cabinet Member NOTED –

- (i) The receipt of the petition and the speeding concerns raised; and**
- (ii) That the collision data does not meet the threshold for installation of a safety camera; and APPROVED -**
- (iii) The concerns of residents being passed on to the Police with an emphasis on the request for more speed checks in the area and inclusion into the Community Speed Watch; and**
- (iii) The introduction of a dragon's teeth gateway feature together with high visibility backing boards at the start of the 30mph speed limit on Smithills Dean Road, subject to agreement from Ward Councillors to fund such measures.**

6. PROCUREMENT OF A CIVIL PARKING ENFORCEMENT CONTRACTOR

The Director of Place submitted a report which put forward proposed arrangements for the procurement of a Civil Parking Enforcement Contractor.

The report outlined the current arrangements with NSL and advised that the existing Contract had previously been extended in January 2022 for a two-year period and was now due to expire on 31st December, 2023. It was noted that at present, Bolton and Rochdale Councils had a Joint Account Manager which allowed the costs to be shared.

In this regard, the report advised that initial discussions with Trafford, Tameside and Rochdale Councils' Procurement Team STAR had indicated that Rochdale, Tameside and Trafford Councils would want to proceed with a joint contract with Bolton. This arrangement could enable Bolton Council to benefit from a reduction in overall costs.

The report therefore proposed that STAR would act as a Lead in the procurement of the new Civil Parking Enforcement Contracts. Bolton Council would retain responsibility for drafting the specification relative to Bolton to ensure the needs of the Council were met through the tender process.

The contract would be procured through STAR who would also agree and finalise the terms. However, the Council would review the Contract to make sure the terms were acceptable.

In the meantime, it was proposed to continue with the current arrangements with NSL by way of a three-month extension until 31st March, 2024.

The Executive Cabinet Member NOTED –

(i) The outcome of the consultation process; and APPROVED –

(ii) The continuation of arrangements to outsource the Service;

- (iii) The delegation of authority to STAR to carry out and complete the procurement activity outlined in the report and to appoint a supplier to deliver the Service;
- (iv) The authorisation of the Borough Solicitor to carry out all the necessary legal formalities in this regard; and
- (v) The authorisation of the Borough Solicitor to agree a three-month extension to the current contract that Bolton Council and Rochdale Council have with NSL which expires on 31st December, 2023.

PLANNING, HOUSING AND HIGHWAYS

A record of decisions made by the Executive Cabinet Member with responsibility for Planning, Community Housing Services, Private Sector Housing and Highways and Transport:-

WEDNESDAY, 23rd AUGUST, 2023

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

- | | |
|---|--|
| Councillor Donaghy (as deputy for Councillor Khurram) | - Executive Cabinet Member for Children's Services |
| Councillor Walsh | - Major Opposition Spokesperson |
| Councillor Hayes (as deputy for Councillor Wilkinson) | - Minor Opposition Spokesperson |
| Councillor Grant | - Minor Opposition Spokesperson |
| Councillor Sanders | - Minor Opposition Spokesperson |
| Councillor Heslop | - Minor Opposition Spokesperson |
| <u>Officers</u> | |
| Mr D. Lowe | - Assistant Director – Highways and Engineering |

Mr M. Fairhurst	- Senior Engineering Manager (Highway Design and Construction)
Ms J. Glover	- Group Accountant
Ms N. Raby	- Principal Lawyer
Mrs. S. Bailey	- Principal Democratic Services Officer

7. 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.

8. HIGHWAYS FRAMEWORK CONTRACT 2024-28

The Director of Place submitted a report which sought approval for the:

- procurement of a new Highways Framework Contract to commence in 2024; and
- extension of the existing Framework Contract by six months from 31st January, 2024 to 30th June, 2024 to cover any delays in procuring the new Contract.

The report advised that the existing Framework Contract was due to expire on 31st January, 2024 and that procurement of the follow on contract was required from 1st February, 2024 to ensure the continued delivery of projects.

In order for a new Framework to be developed, it was proposed to extend the existing contract by six months to allow for the preparation of a successive one.

The report went on to discuss the procurement of a successive Framework Contract for Highway Works which would be

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developed in conjunction with the Corporate Procurement team and in line with current best practice in the construction industry to ensure Bolton remains a good practice client in the sector.

It was anticipated that this process would take between six and nine months to complete.

The Framework Contract would enable a flexible approach to changes in budget spend level which had been necessary in recent years with budget levels and source changes. The Framework Contract would not guarantee any work to contractors but would provide the ability to call off support as and when required. It would also be made available to other local authorities and public bodies in the same way as the current one was.

The report advised that a recent review of existing Frameworks in operation at other councils had revealed that they did not cover all the services that the Council's framework did. The option to procure a new framework was therefore considered to be the recommended way forward.

In addition, the new Framework Contract would follow a format similar to the current one where the tenders would be assessed on a quality/price basis with an element of the quality submission being included as a social value proposal from the contractor.

It was anticipated that there would be four Lots to cover the different categories of work with four contractors on each Lot. Due to the increase in costs over the life of the existing Framework Contract and the unpredictable nature of the economy at present, it was proposed to increase the value of works packages that could be contracted on each Lot as follows:-

- Lot 1 - General Civil Engineering Works up to £2m;
- Lot 2 - Patching, Re-Surfacing and Surface Treatment Works up to £2m;

- Lot 3 - Highway New Works, Structural Maintenance and Associated Works up to £5m; and
- Lot 4 - Bridges and Highway Structures Improvement and Maintenance Works up to £3m.

The Executive Cabinet Member APPROVED -

- (i) The procurement of a new Highways Framework Contract, on the basis detailed in the report now submitted;**
- (ii) The extension of the existing Highways Framework Contract for six months from 31st January, 2024 to 30th June, 2024, for the reasons now detailed;**
- (iii) The authorisation of the Director of Place to accept the most economically advantageous tenders in this regard; and**
- (iv) The authorisation of the Borough Solicitor to carry out all the necessary legal formalities in relation to the above.**

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.

9. HIGHWAYS AND ENGINEERING SENIOR MANAGEMENT REVIEW

The Director of Place submitted a report which set out the results of consultation on proposals to restructure the senior management of the Highways and Engineering Division and sought approval to implement the final proposals.

The report summarised the proposals, provided details of the existing and proposed staffing structures and outlined the consultation process that had taken place.

The consultation process had involved trades unions and staff and no issues had been raised.

The restructure was cost neutral to the Division and the report sought approval to implement the proposals.

The Executive Cabinet Member APPROVED –

- (i) The final proposals contained in the report now submitted, having due regard to the consultation feedback and the Equality Impact Assessment; and**
- (ii) The delegation of implementation of the new structure to the Director of Place, subject to the approval of the Head of Paid Service.**

REGULATORY SERVICES AND PROPERTY

A record of decisions made by the Executive Cabinet Member with responsibility for the Regulatory Services and Property Portfolio:-

TUESDAY, 18th JULY, 2023

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

- | | |
|-----------------------|--|
| Councillor Haworth | - Executive Cabinet Member –
Regulatory Services and Property |
| Councillor Amjid Khan | - Observer |
| Councillor Priest | - Minor Opposition Spokesperson |
| Councillor Wright | - Minor Opposition Spokesperson |
| Councillor Flitcroft | - Minor Opposition Spokesperson |
| Councillor Heslop | - Minor Opposition Spokesperson |

Officers

- | | |
|----------------------|--|
| Mr. P. Rimmer | - Assistant Director Revenues,
Benefits and Customer Services |
| Mr. J. Pollard | - Head of Finance |
| Mr. R. Martinez | - Head of Community Safety and
Area Working |
| Ms. K Roscoe | - Group Accountant |
| Ms. N. Ismail | - Group Accountant |
| 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. DIRECTOR OF CORPORATE RESOURCES FINANCE REPORT 2022/23 – FINAL OUTTURN

The Director of Corporate Resources and the Borough Treasurer submitted a joint report which provided the Executive Cabinet Member with information relating to the financial final outturn position of the Directorate of Corporate Resources in 2022/23 financial year.

The report explained that the final outturn position for the Directorate of Corporate Resources was an underspend of £167,000 after planned reserve movements.

The Directorate of Corporate Resources had no current capital programme. The capital programme related to the services that had transferred into Corporate Resources mid-year and would transfer over, in the new financial year.

The Directorate of Corporate Resources had a projected balance of £8,849,013 earmarked reserves for the end of the year.

Budgeted savings for 2021/23 for the Directorate of Corporate Resources were £7.431m. The savings programme for the Directorate was now complete.

The Executive Cabinet Member NOTED the final outturn position of the Directorate and NOTED the key findings in the report.

3. DIRECTORATE OF PLACE, FINANCE REPORT, 2022/23 – FINAL OUTTURN

The Director of Place and the Borough Treasurer submitted a joint report which provided the Executive Cabinet Member with information relating to the final outturn position of the Directorate of Place.

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The report explained that revenue expenditure as at final outturn for the Directorate of Place showed an overspend against budget of £402k after planned reserve movements.

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

Capital expenditure for the Directorate of Place, as at final outturn was £36.95M.

The Directorate of Place held £7.32M balance of earmarked reserves at 31st March, 2023.

The budgeted efficiency savings for 2021/23 for the Directorate of Place were £6.161m. As at 31st March 2023 all savings had been approved.

Specific areas of financial risk identified for the year related to:

- loss of income due to the economic downturn;
- energy price increases ;
- Inflationary increases on the costs of projects, supplies and services; and
- the financial impact of Covid19.

The Executive Cabinet Member -

- (i) NOTED the final outturn position of the Directorate of Place.**
- (ii) NOTED the final capital programme position.**
- (iii) NOTED the key findings in the report.**

4. PUBLIC SPACES PROTECTION ORDER – MOORLAND WILD FIRES

The Director of Corporate Resources submitted a report which sought approval for the introduction of a Public Spaces Protection Order which aimed to control behaviour on the moorland.

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The report explained that Bolton's Community Safety Service had been working alongside partner agencies as part of a dedicated task group, which included agencies from surrounding Local Authority areas, to support work around the prevention of wildfires on the moorland.

The report sought Executive Cabinet Member approval for a Public Spaces Protection Order (PSPO) under Section 59 of the Antisocial Behaviour Crime and Policing Act 2014. The proposed PSPO would aim to control behaviour on the moorland (specifically fire related activities) aimed at preventing the significant impact of wildfires upon the community and public services.

The Executive Cabinet Member was advised that Moorland fires were not uncommon. Every year fire destroyed thousands of acres of countryside and wildlife habitats across the UK. Wildfires were easily started and could spread rapidly putting people, property and infrastructure at risk. The terrain made them challenging to firefight and demanded large amounts of resources from public service and partners.

In Bolton in 2018, the Borough experienced the impact of wildfires which were unprecedented in scale and scope. A large moorland fire broke out at the top of Winter Hill and was declared a category 4 major incident. It covered an area of around 18 square kilometres and crews were drafted in from more than a dozen other fire services to tackle the blaze.

Between 1st April 2018 - 31st March 2021, Greater Manchester Fire & Rescue Service pumps alone attended Winter Hill a total of 491 times (137 from Bolton fire stations).

Fires could start naturally by lightning strikes for example, but most were caused by human activity, whether accidentally or deliberately. There was evidence to suggest that many moorland wildfires were caused by careless and/or inconsiderate behaviour, such as the lighting of campfires and bonfires, the use of charcoal and disposable barbecues, fireworks and sky lanterns. With hotter summers now becoming

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the norm, the risk from the effects of climate change was greater than ever before, with the MET Office warning that the warmer temperatures and dryer conditions could increase the risks further.

The recovery phase for moorland fires was for a period of no less than 5 years, with a recent estimate for the full recovery of wildlife given as 10 years.

Bolton, Blackburn with Darwen and Chorley Councils had been working together to consider the introduction of a PSPO across the area of Winter Hill. Of note, the area in consideration consisted largely of a Site of Special Scientific Interest (SSSI). This was a formal conservation designation area which was an area of land of particular interest to science due to the rare species of fauna or flora it contained. A separate sub-group had also been developed which was looking specifically into the communications campaign around moorland wildfires to ensure effectiveness and consistency across the local authority areas.

The report went on to advise on matters concerning the introduction of a PSPO and the consultation that had been carried out. The PSPOs would prohibit activities which carried a significant risk of causing wildfires in a designated area. These included-

- The lighting of fires, barbecues, fireworks, sky lanterns; and
- Using any article/object which causes a naked flame which poses a risk of fire.

The Executive Cabinet Member AGREED TO –

(i) Approve, in conjunction with the Assistant Director and the Borough Solicitor, the proposed Public Spaces Protection Order (PSPO) – Moorland Wildfires, under Section 59 of the Anti-Social Behaviour, Crime and Policing Act 2014 as detailed in Appendix 4.

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(ii) Authorise the Borough Solicitor to carry out all necessary legal formalities.