

Bolton Council

MEETING OF THE COUNCIL

24th November 2021

THE CABINET AND EXECUTIVE CABINET MEMBER MEETINGS



BOLTON METROPOLITAN BOROUGH

Executive Cabinet Member – Leader – 12 th October 2021	AA
Executive Cabinet Member for Children’s Services – 11 th October 2021	BB
Executive Cabinet Member for Regeneration – 19 th October 2021	CC
Executive Cabinet Member for Environmental Services Delivery – 19 th October 2021	DD
Executive Cabinet Member for Highways and Transport – 18 th October 2021	EE
Executive Cabinet Member for Adult Social Care – 4 th October 2021	FF
Chief Officers Appointments Panel – 2 nd November 2021	GG



TONY OAKMAN
Chief Executive
Town Hall, Bolton

17th November 2021

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LEADER

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

TUESDAY 12TH OCTOBER, 2021

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

- | | |
|--------------------|-------------------------------------|
| Councillor Cox | - 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 S. Johnson | - Deputy Chief Executive |
| Ms H. Gorman | - Borough Solicitor |
| Mr P. Rimmer | - Assistant Director - Revenues, Benefits and Customer Services |
| Mr A. Williamson | - Assistant Director – Transformation |
| Ms J. Pollard | - Head of Finance – Chief Executive's and Place |
| Mrs. S Bailey | - Principal Democratic Services Officer |

17. 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.

18. DIRECTORATE OF CORPORATE RESOURCES – FINANCE REPORT 2021/22 – QUARTER TWO

The Deputy Chief Executive and Director of Place (Development) submitted a joint report which provided information relating to the 2021/22 Financial Quarter Two projected outturn position of the Corporate Resources Directorate.

Revenue Expenditure for the Leader's portfolio was projected to overspend by £716,000 after planned reserve movements.

Capital expenditure as at Quarter One was £2.15k against a revised Budget at Quarter Two of £118k.

There was a projected balance of £5,269,841 earmarked Reserves for the end of the year.

In relation to savings targets, budgeted savings for 2021/23 for the Directorate of Corporate Resources were £7.431m.

The Executive Cabinet Member NOTED the report.

CONFIDENTIAL ITEMS

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

19. RICOH CONTRACT

The Deputy Chief Executive submitted a report which sought approval to award a new contract to Ricoh for the provision of a Document Solutions Unit in the Print Room under the most recent procurement Framework.

The report outlined options to extend the contract (Option 1) or to award a new contract under the most recent Framework (Option 2). Option 2 was the preferred Option for the reasons outlined in the report now submitted.

The Executive Cabinet Member APPROVED –

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

- (a) Award a new contract to Ricoh under the new framework, on the basis detailed in the report now submitted; and**
- (b) Negotiate and complete all relevant contractual documentation; and APPROVED -**

(ii) The delegation of authority to the Borough Solicitor to carry out all necessary legal formalities in this regard.

20. CREATION OF A NEW TEMPORARY POST WITHIN THE TRANSFORMATION TEAM

Further to Minute 7 of the meeting of the Executive Cabinet Member Leader held on 13th July, 2021, the Deputy Chief Executive submitted a report which sought approval for the creation of a new, temporary post within the Transformation Team to support the procurement and tender process for the comprehensive ICT service provision for the Council.

The report sought approval for the establishment of a temporary post of ICT Market Tender Programme Manager on a two-year fixed term contract. The post had been evaluated at a Grade K and a copy of the job description was attached to the report at Appendix A.

The Executive Cabinet Member APPROVED -

(i) The establishment of a new temporary post of ICT Market Tender Programme Manager (Grade K), on the basis detailed in the report now submitted.

21. APPOINTMENT OF A SECOND AREA CORONER

The Borough Solicitor submitted a report which sought approval for the appointment of a second Area Coroner.

The report provided details of the current service provision and the need for a second Area Coroner to meet the increased demands associated with the recent deployment of the Medical Examiner Scheme which had led to the Service receiving more complex cases.

In this regard, the report proposed the appointment of a second, permanent Area Coroner which would provide flexibility to deal with service demands and lead to a reduction in the use of Assistant Coroner support.

A summary of the main requirements of the role and proposed funding arrangements were also provided.

The Executive Cabinet Member APPROVED –

The appointment of a second Area Coroner, 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, 11th OCTOBER, 2021

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

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|------------------------|---|
| Councillor Galloway | - Executive Cabinet Member – Children's Services |
| Councillor Donaghy | - Major Opposition Spokesperson |
| Councillor McGeown | - Minor Opposition Spokesperson |
| Councillor Sanders | Minor Opposition Spokesperson |
| Councillor Fletcher | - Minor Opposition Spokesperson |
| <u>Officers</u> | |
| 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 T. Minshull | - Assistant Director for Commissioning |
| Mr I. Walker | - Assistant Director of Children's Services - Children's Social Care and Early Help |
| Ms L. Butcher | - Head of Finance |
| Ms A. Kelly | - Senior Lawyer |
| Mrs. S. Bailey | - Principal Democratic Services Officer |

15. 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.

16. RECONSTITUTION OF MYTHAM PRIMARY SCHOOL GOVERNING BOARD

The Director of Children's Services submitted a report which sought approval to reconstitute the Governing Board of Mytham Primary School.

The report advised that the Governing Board of Mytham Primary School had requested to revise the current Instrument of Government in order to reduce the number of vacancies and provide for a smaller more focused Governing Board. This would reduce the overall size of the Board from 17 to 12 governors, which was in line with most maintained primary governing boards, reducing the parent and co-opted governor categories from 3 and 2 respectively.

The Executive Cabinet Member APPROVED –

- (i) The revised Instrument of Government, on the basis detailed in the report now submitted; and**
- (ii) The sealing of the revised Instrument by the Council's Legal Services Unit.**

17. RECONSTITUTION OF ALL SAINTS CE PRIMARY SCHOOL GOVERNING BOARD

The Director of Children's Services submitted a report which sought approval to reconstitute the Governing Board of All Saints CE Primary School.

The report advised that the Governing Board of All Saints CE Primary School, had requested that, following a change in membership and the resignation of two governors, the current Instrument of Government be revised in order to revert back to the Diocesan recommended model of 12 governors rather than 14. This change would remove the co-opted governor category and one foundation governor position, thus ensuring that the requirements of the regulations were met to allow the foundation positions to outnumber all other positions by two.

The report stated that as the School was Voluntary Controlled, approval was required by Manchester Church of England Diocese which was the appropriate voluntary body. The Deputy Director of Education had approved this request which had been confirmed to Bolton Governance Services on 5th August, 2021.

The Executive Cabinet Member APPROVED –

- (i) The revised Instrument of Government, on the basis detailed in the report now submitted; and**
- (ii) The sealing of the revised Instrument by the Council's Legal Services Unit.**

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.

18. STRATEGIC COMMISSIONING AND QUALITY ASSURANCE TEAM SAVINGS AND EFFICIENCIES PHASE ONE REVIEW - POST CONSULTATION REPORT

The Director of Children's Services submitted a report which set out the results of the consultation process on phase 1 of proposals to review the Strategic Commissioning and Quality

Assurance Team and sought approval to implement the final proposals.

The report advised that during August 2021, a 30-day period of consultation had been carried out with affected staff and Trades Unions.

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

The report now sought approval to implement the final proposals.

The Executive Cabinet Member APPROVED –

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

REGENERATION

A record of decisions made by the Executive Cabinet Member with responsibility for the Regeneration Portfolio:-

TUESDAY, 19TH OCTOBER, 2021

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

- | | |
|------------------------|--|
| Councillor Warren | - Executive Cabinet Member – Regeneration Portfolio |
| Councillor McKeon | - Major Opposition Spokesperson |
| Councillor Hayes | - Minor Opposition Spokesperson |
| Councillor Grant | - Minor Opposition Spokesperson |
| Councillor McMulkin | - Minor Opposition Spokesperson |
| Councillor Allen | - Minor Opposition Spokesperson |
| <u>Officers</u> | |
| Mr G. Brough | - Director of Place (Development) |
| Mr P. Whittingham | - Assistant Director Economic Development and Regeneration |
| Mr D. Cross | - Programme Director |
| Mr J. Pollard | - Head of Finance – Chief Executive’s Department |
| Ms H. Gorman | - Borough Solicitor |
| Ms L. McGuinness | - Lawyer |
| Mrs S. Bailey | - Principal Democratic Services Officer |

5. 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.

6. DIRECTORATE OF PLACE – FINANCE REPORT 2021/22 – QUARTER ONE

The Director of Place (Development) and Deputy Chief Executive submitted a joint report which provided information relating to the financial Quarter One projected outturn position of the Directorate of Place.

Revenue expenditure as at Quarter One showed a projected overspend against budget of £462k after planned reserve movements.

There were two significant variances within the Directorate of Place relating to domestic waste and parking, full details of which were provided in the report.

Capital expenditure as at Quarter One was £6.091m against a revised Quarter One budget of £86.298m.

The Directorate of Place had fully used all general reserves in year and held a projected balance of £3.349m earmarked reserves.

The budgeted efficiency savings for 2021/23 for the Directorate of Place were £6.161m.

This report sought approval for £364k of savings which would contribute to the overall Directorate savings target. These related to a review of property leases and implementation of the Strategic Asset Management Plan.

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

- loss of income due to the economic downturn;
- energy price increases for street lighting;
- increased building repair costs related to work identified through property condition surveys; and
- the financial impact of Covid19.

The Executive Cabinet Member NOTED -

(i) The Quarter One financial position of the Directorate of Place and the key findings in the report now submitted; and APPROVED -

(ii) The revisions made to the Capital Programme which fall under the Regeneration portfolio;

(iii) The authorisation of the Director of Place to call off under any available framework(s) to enable the Capital Programme to progress; and

(iv) The savings contained within the report now submitted.

7. DIRECTORATE OF PLACE – FINANCE REPORT 2021/22 – QUARTER TWO

The Director of Place (Development) and the Deputy Chief Executive submitted a joint report which provided information relating to the financial Quarter Two projected outturn position of the Directorate of Place.

Revenue expenditure as at Quarter Two showed a projected overspend against budget of £645k after planned reserve movements.

There were three significant variances within the Directorate of Place as described in the report relating to domestic waste, parking and markets.

Capital expenditure as at Quarter Two was £12.941m against a revised quarter two budget of £77.806m.

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The Directorate of Place projected at Quarter Two to have fully used all general reserves in year and hold a projected balance of £3,181m earmarked reserves.

The budgeted efficiency savings for 2021/23 for the Directorate of Place were £6.161m.

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

- loss of income due to the economic downturn;
- energy price increases for street lighting;
- increased building repair costs related to work identified through property condition surveys; and
- the financial impact of Covid19.

The report further advised that as part of the 2021/22 Budget report, a savings and efficiency option was approved to increase fees and charges by 6% above inflation in 2021/22. It was now proposed that this be varied in two areas:

- Market leases were agreed and run over set time periods which may be more than one year - approval was sought to instigate increases at the point of issuing of new leases.
- Licensing fees for taxis and other regulatory services had not been implemented in April, 2021 because of the significant impact Covid had on businesses ability to operate and the Additional Restrictions Grant being operated to support businesses at that time. They had been increased from 1st October by the 2% inflation in accordance with the 2021/22 Council budget approval in February.

The Executive Cabinet Member NOTED-

(i) The Quarter Two financial position of the Directorate of Place and the key findings contained in the report; and APPROVED -

- (ii) The revised arrangements for 2021/22 fees and charges increases in relation to market leases and regulatory services;**
- (ii) The revisions made to the Capital Programme which fall under the Regeneration Portfolio; and**
- (iii) The authorisation of the Director of Place (Development) to call off under any available framework(s) to enable the Capital Programme to progress.**

8. NEW SCHOOL SITE 2021- DISPOSAL OF COUNCIL LAND

The Director of Place (Development) submitted a report which sought approval to dispose of an area of land at Haslam Park in Rumworth Ward for use as a site for a new school in accordance with the Strategic Asset Management Plan approved by the Cabinet at its meeting on 5th October, 2020.

The report proposed the disposal of the land which would enable investment to be secured from the DfE for the provision of a new academy/free school in line with the Education Act 1996, Academies Act 2010 to meet school place demand within that area of the Borough.

The report advised that there were currently insufficient available school places (primary and secondary) within the right places of the Bolton borough, to meet the needs of the local population and, therefore, action was required to ensure that the Council is meeting its statutory duties.

The proposed area of land at Haslam Park was shown edged red on a plan attached to the report. Prior to identifying the site, an assessment of alternative, available, unconstrained and deliverable sites had been considered and factored into the decision to identify the Haslam Parks site. Any sites within the greenbelt had been excluded from the site search as they would only be considered if there were no sites available within the target area.

The report went on to propose that the site be disposed of by way of a 125-year lease at a peppercorn using the Department

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for Education's model lease. Full details of the arrangements and associated timescales were included in the report.

Consultation on the proposal had taken place with Rumworth Ward Councillors over a period of 20 working days from 6th September to 1st October, 2021. One response had been received which supported disposal of the land for a secondary school, whilst asking that considerations around pathways, cycle paths and replacement park be considered in the wider masterplan for the school and surrounding area to replace or not detriment access and current services for the local community. A copy of the representation was attached to the report at Appendix A.

In this regard, the report sought approval to dispose/transfer of the site on the terms referred to in the report which would enable the Council to meet its statutory requirements and compliance with the Education Act 1996, whilst securing significant investment for the area. The proposal would also meet the Council's Start Well vision outcomes and was not a disposal to achieve a Capital receipt. Best consideration would come in the form of meeting obligations to provide school places and secure significant capital investment.

The Executive Cabinet Member APPROVED –

- (i) the delegation of the disposal of land to the Director of Place (Development), on the basis described in the report now submitted, in accordance with the Academies Act 2010, the Strategic Asset Management Plan, Disposal Policy and any other requirements detailed in this report subject to the wider masterplan for the area (including reinstatement of the park) being agreed by the Director of Place (Development), in consultation with the Executive Cabinet Member and the Ward Councillors;**
- (ii) The authorisation of the Director of Place (Development) to:**
 - (a) negotiate and grant a licence to the Secretary of State for Education to carry out pre-development works on the site detailed in this report;**

- (b) negotiate and enter into an Agreement for Lease with the Secretary of State for Education to develop the site detailed in this report and to grant a lease to the tenant of the site at the direction of the Secretary of State for Education; and**
 - (c) grant a lease for the site to the tenant, as detailed in this report.**
- (ii) The authorisation of the Borough Solicitor to complete the necessary legal formalities in this regard.**

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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 and Digital:-

TUESDAY, 19TH OCTOBER, 2021

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

Councillor Muslim	Executive Cabinet Member for Environmental Services Delivery
Councillor Sherrington	Major Opposition Spokesperson
Councillor Veevers (as deputy for Councillor Hayes)	Minor Opposition Spokesperson
Councillor Flitcroft	Minor Opposition Spokesperson
Councillor McMulkin	Minor Opposition Spokesperson
Councillor Allen	Minor Opposition Spokesperson

Officers

Mr J. Dyson	Director of Place (Services)
Mr J. Sharrock	Head of Environmental Services Delivery
Ms J. Pollard	Head of Finance – Chief Executive’s
Mrs S. Bailey	Principal Democratic Services Officer

9. 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 NOTED the report.

**10. DIRECTORATE OF PLACE – FINANCE REPORT
2021/22 – QUARTER TWO**

A joint report of the Deputy Chief Executive and the Director of Place (Services) was submitted which provided information relating to the Quarter Two financial projected outturn position of the Directorate of Place.

Revenue expenditure as at Quarter Two for the Directorate of Place showed a projected overspend against budget of £645k after planned reserve movements. There were three significant variances within the Directorate of Place, details of which were provided in the report.

Capital expenditure as at Quarter Two, was £12.941m against a revised Quarter Two budget of £77.806m.

With regard to Reserves, the report projected at Quarter Two to have fully used all general reserves in year and hold a projected balance of £3,181m earmarked reserves.

The budgeted efficiency savings for 2021/23 for the Directorate of Place were £6.161m.

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

- loss of income due to the economic downturn,
- energy price increases for street lighting,
- increased building repair costs related to work identified through property condition surveys; and
- the financial impact of Covid19.

The Executive Cabinet Member NOTED -

(i) The Quarter Two financial position of the Directorate of Place and the key findings in the report now submitted; and APPROVED -

- (ii) The revised arrangements for 2021/22 fees and charges increases in relation to market leases and regulatory services;**
- (iii) The revisions made to the Capital Programme which fall under the Environmental Services Delivery portfolio; and**
- (iv) The authorisation of the Director of Place to call off under any available framework(s) to enable the Capital Programme to progress.**

11. APPROVAL FOR PROCUREMENT OF HIGH-SPEED ROAD TRAFFIC MANAGEMENT AND ASSOCIATED VERGE MAINTENANCE SERVICES

The Director of Place (Services) submitted a report which sought approval to procure high speed road traffic management and associate verge maintenance services.

The report provided details of the existing arrangements for high-speed road traffic management and associated verge maintenance services and advised that Neighbourhood Services were looking to commence the procurement of traffic management and the associated services of grass cutting, hedge cutting and litter picking on high-speed roads across the Borough. The estimated value of the combined works was £70k per annum and therefore a formal tender process was required in accordance with Standing Orders relating to Contracts

In this regard, it was proposed that a two-year framework agreement be awarded to assess the effectiveness of a new methodology with the option to extend the term for a further year.

Full details of the proposed tender process and associated timescales were outlined in the report.

The Executive Cabinet Member APPROVED -

- (i) The authorisation of the Director of Place (Services) to:**

- **Procure high speed road traffic management and associated verge maintenance services, via the Corporate Procurement Team, in accordance with the Council's Standing Orders relating to Contracts; and**
- **Appoint the successful tenderer to deliver high speed road traffic management and associated verge maintenance services, in accordance with the tender documents; and**

(ii) The authorisation of the Borough Solicitor to carry out all necessary legal formalities in this regard.

12. APPROVAL FOR PROCUREMENT OF THE WEED CONTROL SERVICE

The Director of Place (Services) submitted a report approval for the procurement of Weed Control Services.

The report advised that the term of the current contract for the supply of Weed Control Services was due to expire on 31st March, 2022. The Council had exercised a contract extension option on the previous anniversary and could not extend it further.

The current contract, which had a value of £70k per annum, was for the application of herbicide to control weeds on the Town's 979 kilometres of adopted highway.

The report stated that, for various reasons, including the flexibility to use alternative weed control methods as alternatives to glyphosate where appropriate, the option to provide all or part of the service in-house was currently being investigated.

Whilst this option was being explored further, it was proposed to tender a one-year contract opportunity with a one year extension option.

Full details of the tender process and associated timescales were provided in the report.

The Executive Cabinet Member APPROVED –

- (i) The authorisation of the Director of Place (Services) to:**
 - procure a weed control service, via the Corporate Procurement Team, in accordance with the Council's Standing Orders relating to Contracts; and**
 - To appoint and enter into a contract with the successful tenderer to deliver a weed control service in accordance with the tender documents; and**
- (ii) The authorisation of the Borough Solicitor to carry out all necessary legal formalities, in this regard.**

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**EXECUTIVE CABINET MEMBER FOR HIGHWAYS AND
TRANSPORT**

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

MONDAY, 18th OCTOBER, 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
Councillor McMulkin	Minor Opposition Spokesperson
Councillor Fletcher	Minor Opposition Spokesperson

Officers

Mr J. Kelly	Assistant Director – Highways and Engineering
Mr K. Roberts	Head of Service – Community Services
Ms. J. Pollard	Head of Finance (Chief Executive's)
Ms L. McGuinness	Lawyer
Mrs. S. Bailey	Principal Democratic Services Officer

10. 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.

11. DIRECTORATE OF PLACE – FINANCE REPORT 2021/22 – QUARTER TWO

The Deputy Chief Executive and Director of Place (Development) submitted a report which provided details in relation to the financial position as at Quarter Two in respect of the Directorate of Place.

Revenue expenditure as at Quarter Two showed a projected overspend against budget of £645k, after planned reserve movements.

There were three significant variances full details of which were provided in the report and referred to domestic waste, parking and markets.

Capital expenditure as at Quarter Two was £12.941m against a revised Quarter Two budget of £77.806m.

The Directorate of Place projected at Quarter Two to have fully used all general reserves in year and hold a projected balance of £3,181m earmarked reserves.

The budgeted efficiency savings for 2021/23 for the Directorate of Place were £6.161m.

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

- loss of income due to the economic downturn,
- energy price increases for street lighting,
- increased building repair costs related to work identified through property condition surveys; and

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- the financial impact of Covid19.

The report further advised that as part of the 2021/22 Budget report, a savings and efficiency option was approved to increase fees and charges by 6% above inflation in 2021/22. It was now proposed that this be varied in two areas:

- Market leases were agreed and run over set time periods which may be more than one year - approval was sought to instigate increases at the point of issuing of new leases.
- Licensing fees for taxis and other regulatory services had not been implemented in April, 2021 because of the significant impact Covid had on businesses ability to operate and the Additional Restrictions Grant being operated to support businesses at that time. They had been increased from 1st October by the 2% inflation in accordance with the 2021/22 Council budget approval in February.

The Executive Cabinet Member NOTED -

- (i) The Quarter Two financial position of the Directorate of Place and the key findings contained in the report now submitted; and APPROVED -**
- (ii) The revised arrangements for 2021/22 fees and charges increases in relation to market leases and regulatory services;**
- (iii) The revisions made to the Capital Programme which fall under the Highways and Transport portfolio; and**
- (iii) The authorisation of the Director of Place (Development) to call off under any available framework(s) to enable the capital programme to progress.**

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.

12. REVIEW OF VEHICLE FLEET MANAGEMENT – POST CONSULTATION REPORT

The Director of Place (Services) submitted a report which set out the results of consultation on proposals to review the Fleet Management Service 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 Service had been carried out for a period of 36 days from 27th July 2021.

Appendix 5 to the report set out a summary of the key consultation issues raised together with the response from management which 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 Unions response to the proposals was set out in full at Appendix 6 to the report.

The report now sought approval to implement the final proposals, on the basis now detailed.

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 implementation of the new structure to the Chief Executive and Director of Place (Services) on the basis detailed in the report now submitted.**

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, 4TH OCTOBER, 2021

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

Councillor Morgan	- Executive Cabinet Member for Adult Social Care
Councillor Haworth	- Major Opposition Spokesperson
Councillor McGeown	- Minor Opposition Spokesperson
Councillor Pattison	- Minor Opposition Spokesperson
Councillor Wright	- Minor Opposition Spokesperson
Councillor McMulkin	- Minor Opposition Spokesperson
Councillor Fletcher	- Minor Opposition Spokesperson

Officers

Ms R. Tanner	- Managing Director – Bolton Integrated Care Partnership
Mr P. Lee	- Director of Operations - Social Care and Health
Ms L. Butcher	- Head of Finance
Ms A. Kelly	- Senior Lawyer
Mrs S. Bailey	- Principal Democratic Services Officer

4. 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.

**5. DEPARTMENT OF ADULTS FINANCIAL MONITORING
QUARTER ONE 2021/22**

The Managing Director of the Bolton Integrated Care Partnership and the Deputy Chief Executive submitted a joint report which provided details in relation to the financial position of the Adults Department as at Quarter One of 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 £41k.

In relation to Capital Expenditure, the original Capital Programme approved at Council in February, 2021 totalled £5.41m. Expenditure at 30th June 2021 was £98k against a revised Programme of £2.793m.

Reserves were expected to be £9.469m at 31st March, 2022.

With regard to Strategic Redirections, the report stated that the Adult Services Departmental savings programme of £12.26m was identified in the February, 2021 budget report to Council, full details of which were provided in Appendix C.

Of these savings, £3.885m remained to be achieved, £282k of which was proposed in Section 2.2 of the report, as follows:

- review of delivery model of Integrated Equipment Stores - £138k; and
- review of income and subsidies – £144k.

The Executive Member NOTED –

- (i) The expected financial position as at 31st March 2022 and the changes within the Capital Programme as detailed in the report now submitted; and APPROVED -**
- (ii) The delegation of authority 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**
- (iii) The strategic options detailed in section 2.2 of the report now submitted.**

6. HOUSING FINANCIAL MONITORING 2021/22 QUARTER ONE

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 for Housing as at Quarter One of the 2020/21 Financial Year.

With regard to Revenue Expenditure, the Revenue outturn position was expected to be in line with Budget after a movement to reserves of £2k.

In relation to Capital Expenditure, the money available for capital within Housing was £55k.

Reserves were expected to be £2.78m at the end of 31st March, 2022 which was an increase in year of £243k.

The Executive Member NOTED –

The financial position for Housing and the Revenue Budget changes in quarter, as detailed in the report now submitted.

CONFIDENTIAL ITEM

The background papers and reports in relation to the following item were considered confidential as defined in

paragraph 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.

7. REVIEW OF HOUSING SERVICE – POST CONSULTATION REPORT

The Managing Director of the Bolton Integrated Care Partnership submitted a report which set out the results of consultation on proposals to review the Housing Service to take into account a reduction in funding from 2021 onwards, and sought approval to implement the final proposals.

Appendix 3 to the report set out a summary of the key issues raised during the consultation process together with the response from management. These included issues raised via the unions at weekly consultation meetings, as well as issues raised by individual staff members via emails, personal meetings and staff briefing sessions.

The formal Trades Unions response to the proposals were set out in full at Appendix 4.

The report advised that there were no significant changes following consultation and feedback and approval was now sought to implement the final proposals.

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 implementation of the new structure to the Chief Executive and Director of Operations – Social Care and Health.**

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CHIEF OFFICERS APPOINTMENTS PANEL

MEETING, 2ND NOVEMBER, 2021

Present – Councillors Mrs. Fairclough (Vice-Chairman), Donaghy (as deputy for Councillor Zaman), Galloway, Haworth (as deputy for Councillor Peel) and Hayes.

Also in Attendance

- Mr. T. Oakman - Chief Executive
- Ms. B. Brown - Director of Children's Services
- Mr. L. Fallows - Assistant Director Human Resources and Organisational Development
- Mrs. V. Ridge - Democratic Services Manager

Apologies for absence were submitted on behalf of Councillors Peel and Zaman.

Councillor Mrs. Fairclough in the Chair

1. MINUTES

The minutes of the proceedings of the meeting of the Appointments Panel held on 2nd February, 2021 were submitted and signed as a correct record.

2. 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 1 (information relating to an individual) 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 its exemption outweighs the public interest in its disclosure.

3. PERMANENT APPOINTMENT OF ASSISTANT DIRECTOR INCLUSIVE EDUCATION AND LEARNING

The Director of Children's Services submitted a report which sought members approval to make the temporary appointment of Assistant Director Inclusive Education and Learning permanent.

Resolved – That the proposal to convert the current secondment arrangement for the Assistant Director Inclusive Education and Learning to a permanent appointment be approved and responsibility for action be delegated to the Director of Children's Services.

4. APPOINTMENT OF ASSISTANT DIRECTOR - TRANSFORMATION

The Deputy Chief Executive submitted a report which sought members approval to confirm the permanent establishment of the role of Assistant Director – Transformation.

Resolved – That the proposal to approve the permanent establishment of the role of Assistant Director – Transformation be agreed.

5. REALIGNMENT OF PLACE DIRECTORATE

The Chief Executive submitted a report which sought members approval to permanently realign the management structure of the Place Directorate and to transfer the overall management responsibility for the Albert Halls function from the Place Directorate to the Corporate Resources Directorate.

Resolved – (i) That the proposal to realign the management structure of the Place Directorate, as outlined in the report, be approved.

(ii) That the proposal to transfer the overall management responsibility for the Albert Halls function from the Place Directorate to the Corporate Resources Directorate, as outlined in the report, be approved.

(The meeting started at 4.35 p.m. and finished at 5.00 p.m.)