

Mike Kelly FCIOB MCIM
Chief Executive

Our Ref LW
Your Ref OSC/LW
Date 26 May 2014
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Legal & Democratic Services
Division

Jayne Hammond LLB (Hons) Solicitor
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TO: All Members of Council

Councillors : S Briggs (Chair), A Audin, K Audin, D Bailey, M Bailey, N Bayley, I Bevan, J Black, P Bury, G Campbell, S Carter, R Caserta, D Cassidy, M C Connolly, A Cummings, J Daly, E Fitzgerald, L Fitzwalter, J Frith, I Gartside, J Grimshaw, D Gunther, M Hankey, S Haroon, P Heneghan, T Holt, K Hussain, T Isherwood, M James, D Jones, J Lewis, A Matthews, S Nuttall, D O'Hanlon, N Parnell, T Pickstone, A Quinn, K Rothwell, R Shori, A Simpson, J Smith, S Smith, S Southworth, T Tariq, B Vincent, R Walker, S Walmsley, J Walton, M Wiseman and Y Wright

Dear Member/Colleague

Council

You are invited to attend a meeting of the Overview and Scrutiny Committee which will be held as follows:-

Date:	Tuesday, 3 June 2014
Place:	Bury Town Hall
Time:	2.00 pm
Briefing Facilities:	If Opposition Members and Co-opted Members require briefing on any particular item on the Agenda, the appropriate Director/Senior Officer originating the related report should be contacted.
Notes:	

AGENDA

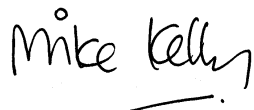
The Agenda for the meeting is attached.

Reports are enclosed only for those attending the meeting and for those without access to the Council's Intranet or Website.

The Agenda and Reports are available on the Council's Intranet for Councillors and Officers and also on the Council's Website at www.bury.gov.uk – click on **Agendas, Minutes and Forward Plan**.

Copies of printed reports can also be obtained on request by contacting the Democratic Services Officer named above.

Yours sincerely

A handwritten signature in black ink that reads "Mike Kelly". The signature is written in a cursive style with a horizontal line underneath the name.

Chief Executive

AGENDA

1 ELECTION OF CHAIR

The election of Chair is the first item of business to be transacted. Members are asked to adjourn this item to enable it to be considered under Part 2 of the Proceedings.

2 DECLARATIONS OF INTEREST

Members of the Council are requested to declare any interests which they have in any items or issues before the Council for determination.

3 MINUTES OF LAST MEETING (Pages 1 - 8)

To receive as read and approve as a correct record the Minutes of the Meeting of the Council held on 2 April 2014.

4 MAYORAL COMMUNICATIONS

To receive any communications from the Mayor and any announcements by the Leader of the Council or the Chief Executive on matters of interest to the Council.

During this item, the Mayor will present certificates to winners of the "Made in Bury:Council Community Awards.

5 ELECTION OF COUNCILLORS 2014

To receive the following report from the Chief Executive on the outcome of the Election of Councillors held on 22 May 2014 for each of the seventeen wards of the Metropolitan Borough.

Ward	Councillor Elected
Ramsbottom	Ian Bevan
North Manor	James Daly
Tottington	Iain Gartside
Elton	Sarah Kerrison
Moorside	Sandra Walmsley
East	Trevor Holt
Church	Susan Nuttall
Redvales	Tamoor Tariq
Unsworth	Paul Adams

Radcliffe East	Nick Parnell
Radcliffe North	Jane Lewis
Radcliffe West	Rishi Shori
Pilkington Park	John Mallon
Besses	Mary Whitby
Holyrood	Tim Pickstone
St Mary's	Eamonn O'Brien
Sedgley	Alan Quinn

6 ANNUAL APPOINTMENTS (Pages 9 - 42)

Report attached. A final version containing all appointments will be circulated at the meeting.

7 CHANGES TO THE COUNCIL CONSTITUTION (Pages 43 - 46)

Report attached.

8 STATE OF THE BOROUGH DEBATE

The Leader of the Council will make a statement.

Questions or comments will be invited from:-

- (a) Any Members of the public present at the meeting;
- (b) Members of the Council;

Providing that such questions relate to matters raised by the Leader in his statement.

9 OVERVIEW AND SCRUTINY ANNUAL REPORT 2013/2014 (Pages 47 - 64)

Report attached

10 TOWNSHIP FORUMS - ANNUAL REPORT (Pages 65 - 96)

Report attached.

11 JOINT HEALTH SCRUTINY ARRANGEMENTS AND HEALTHIER TOGETHER
(Pages 97 - 106)

Report attached

12 MAYOR MAKING 2014

1. To elect the Mayor for the Municipal Year 2014/2015

2. To elect a Deputy Mayor for the Municipal Year 2014/2015
3. To resolve that this Council hereby expresses its thanks to Councillor Sharon Briggs, Mrs Shirley Rabbitt, Miss Natalie Wells and Miss Nicola Wells for the diligent manner in which they have undertaken the duties of Mayor and Mayoress of the Metropolitan Borough of Bury during the Municipal Year now ending and places on record its appreciation of their devotion to and performance of the important duties attaching to their Offices and that Medallions be presented to them as tokens of their service as Mayor and Mayoresses.
4. To resolve that this Council hereby expresses its thanks to Councillor Joan Grimshaw and Mr Paul Grimshaw for the diligent manner in which they have undertaken the duties of Deputy Mayor and Deputy Consort of the Metropolitan Borough of Bury during the Municipal Year now ending and places on record its appreciation of their devotion to and performance of the important duties attaching to their Offices.

Minutes of: **AN ORDINARY MEETING OF THE COUNCIL**

Date of Meeting: 2 April 2014

Present: The Worshipful the Mayor (Councillor S Briggs), in the Chair; Councillors K Audin, D Bailey, M Bailey, N Bayley, I Bevan, J Black, P Bury, G Campbell, S Carter, R A Caserta, D M Cassidy, M Connolly, A J Cummings, J Daly, E FitzGerald, L Fitzwalter, J Frith, I B Gartside, J Grimshaw, D L Gunther, M Hankey, S Haroon, P Heneghan, R Hodgkinson, T Holt, K Hussain, A Isherwood, M A James, D Jones, J Lewis, A Matthews, S Nuttall, D O'Hanlon, N Parnell, T D Pickstone, A Quinn, R Shori, A Simpson, S Smith, J Smith, S Southworth, T Tariq, B Vincent, R E Walker, S Walmsley, J F Walton, M Wiseman and Y Wright

Apologies for Absence: Councillors A Audin and K Rothwell

Public attendance: 16 members of the public attended the meeting

C.931 DECLARATIONS OF INTEREST

1. Councillor Connolly declared an interest in any item which related to staffing as his partner is an employee of Bury Council.
2. Councillor Jones declared an interest in any item which related to staffing as his wife is an employee of Bury Council.
3. The following members declared Personal Interests in Minute C.941(1), "Notice of Motion – Trade Union Blacklisting" as they are members of Unite the Union:-

Councillors Bury, Carter, Connolly, FitzGerald, Frith, Isherwood, Lewis, Quinn, Shori and Simpson.

4. The following members declared Personal Interests in Minute C.941(1), "Notice of Motion – Trade Union Blacklisting," as members/retired members of Trade Unions as follows:-

Councillor Black	- Unison
Councillor Matthews	- Unison
Councillor Holt	- Communication Workers Union
Councillor Walton	- Nalgo, Unison and FUMPO
Councillor Bayley	- Unison
Councillor Jones	- National Association of Retire Police Officers
Councillor Campbell	- Unison
Councillor Walmsley	- Communication Workers Union
Councillor K Audin	- Unison
Councillor Heneghan	- NUT
Councillor John Smith	- NASUWT
Councillor Cassidy	- GMB
Councillor James	- Unison
Councillor Gartside	- Former Member of Unite the Union

5. Councillor Wiseman declared a Personal Interest in Minute C.941(2), "Notice of Motion – Council Tax Discount Schemes," as she is the Chief Executive Officer of a charity which relies heavily on volunteering.
6. Councillors D and M Bailey declared personal interests in Minute C937, "Leader's Statement and Cabinet Question Time," in so far as it relates to Public Health issues, as they work for BARDOC which provides services commissioned by NHS Bury CCG.
7. Councillor Walton declared a Personal Interest arising from Minutes CA.763 of the meeting the Cabinet on 5 February 2014, "Elms Bank Special High School – Provision of Additional Teaching Accommodation – Capital Project Stage Two," as his wife is Vice-Chairman of Governors at that School.
8. Councillor Parnell declared a Personal Interest arising from Minute CA.763 of the meeting of the Cabinet on 5 February 2014, "Elms Bank Special High School – Provision of Additional Teaching Accommodation – Capital Project Stage Two, as he is a Governor of that School.

C.932 MINUTES

RESOLVED:

That the minutes of the Budget Meeting of the Council held on 19 February 2014 be signed by the Mayor as a true and correct record.

C.933 RAMSBOTTOM BY-ELECTION 2014

It was reported that following the election of Councillors held on 6 March 2014 as a result of a by-election in the Ramsbottom Ward of the Metropolitan Borough, Robert Lee Hodgkinson had been duly elected.

The Mayor congratulated Councillor Hodgkinson and welcomed him to the meeting.

C.934 MAYORAL COMMUNICATIONS

1. The Mayor referred to the recent passing of former Councillor Peter Timperley and Members observed a brief silence by way of tribute.
2. The Mayor paid tribute to Councillors Ann and Ken Audin who were not seeking re-election to the Council in May 2014.
3. The Mayor referred to a recent visit to Bury's twin town in Germany, Schorndorff, and informed Members that Oberburgemeister Matthias Hopfer had passed on his best wishes.

C.935. PUBLIC QUESTION TIME

The Mayor reported that there had been two questions received as follows:-

Issue	Questioner	Answered By
1. Bury Library – Loss of Floor Space – Consultation on Library	Mr R Abrahamsen	Councillor Connolly

Provision		
2. Bury Library – Loss of Floor Space - Membership	Mr J Connolly	Councillor Connolly

The Mayor invited questions from members of the public present and the following issues were raised:-

3. On line-information regarding road repairs	Mr J Mallon	Councillor Connolly
4. Planning application – refusal – Anaerobic Digestion Plant	Ms S Southworth	Councillor Connolly
5. Play Equipment – Openshaw Park	Mr H Reed	Councillor Connolly

C.936 RECOMMENDATIONS OF CABINET AND COUNCIL COMMITTEES

- (1) Minutes CA.758 of the meeting of the Cabinet on 5 February 2014 – Mayoralty 2014/2015.

It was moved by Councillor Connolly and seconded by Councillor John Smith that Councillor Wiseman be appointed Mayor of Bury for 2014/2015.

With 40 voting for, none against and 8 abstentions it was:-

RESOLVED:

That Councillor Wiseman be appointed Mayor of Bury for the Municipal Year 2014/2015.

- (2) Minute S.742 of the meeting of the Standard Committee on 4 February 2014 – Revisions to the Code of Conduct.

It was moved by Councillor Connolly and seconded by Councillor John Smith and it was:

RESOLVED:

That Section 3 of the Code of Conduct for Members (General Obligations) be amended by the inclusion of the following provision:-

“3.1 You must not.....

Behave in a way that a reasonable person would regard as disrespectful.”

- (3) Minutes S.743 of the meeting of the Standards Committee on 4 February 2014 – Guide for Councillors on the use of Council Resources

It was moved by Councillor Connolly and seconded by Councillor John Smith and it was:-

RESOLVED:-

That the draft guidance for Councillors on the use of Council resources be approved for issue to Councillors and inclusion in the Council Constitution.

- (4) Minute 4 of Human Resources and Appeals Panel of 26 March 2014 – Pay Policy Statement.

It was moved by Councillor Connolly and seconded by Councillor John Smith that the Pay Policy Statement for 2014/2015 be approved.

With 47 voting for, none against and 2 abstaining it was:-

RESOLVED:

That the Pay Policy Statement for 2014/2015 be approved.

C.937 LEADER'S STATEMENT AND CABINET QUESTION TIME**(a) Written questions (Notice given)**

The Leader of the Council, Councillor Connolly, made a statement on the work undertaken by him since the date of the last Council meeting. The Leader and the relevant Cabinet Members answered questions raised by Councillors on the following issues:

No.	Issue	Questioner	Answered by (and action)
1.	Zero Contract Hours	Councillor Caserta	Councillor Holt
2.	Condition of Roads	Councillor Southworth	Councillor Isherwood
3.	Ethical Care Charter	Councillor Pickstone	Councillor Shori
4.	Government Support for Road Repairs	Councillor Gunther	Councillor Isherwood
5.	Fair Deal for Bury	Councillor Frith	Councillor Connolly
6.	Parking in Prestwich	Councillor O'Hanlon	Councillor Isherwood
7.	High Speed Broadband	Councillor Gartside	Councillor Connolly
8.	Radcliffe Riverside School	Councillor Parnell	Councillor Campbell
9.	Air Pollution	Councillor Pickstone	Councillor Isherwood
10.	Procedures for Planning Applications	Councillor Bevan	Councillor Connolly
11.	Dog Fouling	Councillor Haroon	Councillor Isherwood
12.	Parking Charges in Heaton Park	Councillor O'Hanlon	Councillor Isherwood
13.	Membership of the Standards	Councillor Gunther	Councillor Connolly

	Committee		
14.	A56 Bury New Road - Improvements	Councillor Black	Councillor Isherwood
15.	Blocked Gullies	Councillor Tariq	Councillor Isherwood
16.	Radcliffe Pool	Councillor Cummings	Councillor Lewis
17.	Street Sweeping	Councillor Simpson	Councillor Isherwood
18.	Recycling	Councillor James	Councillor Isherwood
19.	Local Government Pension Scheme	Councillor Parnell	Councillor John Smith
20.	Traffic Calming	Councillor Tariq	Councillor Isherwood
21.	Community Cohesion	Councillor Haroon	Councillor Walmsley
22.	Anti-social Behaviour	Councillor Jones	Councillor Walmsley
23.	Healthier Radcliffe	Councillor Southworth	Councillor Shori

Due to the lack of time to answer questions 10 to 23 inclusive, the Leader gave an undertaking that copies of those questions will be circulated to all Councillors. The Leader also gave an undertaking to make these available on the Council Web Site.

(b) Oral questions on the work of the Cabinet since the last Council meeting (without Notice)

24.	Corporate Financial Monitoring – Bury Core Strategy	Councillor Daly	Councillor Isherwood
25.	Success of Bury companies	Councillor Quinn	Councillor Connolly
26.	Sports Hall – Derby High School	Councillor Tariq	Councillor Connolly
27.	Localism Act and implications for development	Councillor Fitzwalter	Councillor Isherwood
28.	Wind Farm Developments	Councillor Bevan	Councillor Connolly
29.	Rejected Planning Application – Anaerobic Digestion Plant	Councillor Walker	Councillor Connolly
30.	Statements by Chairman of Conservative Party on local visit	Councillor Jones	Councillor Connolly

C.938 JOINT AUTHORITIES – REPORTS BY THE COUNCIL’S REPRESENTATIVE AND QUESTIONS

- (a) Councillor Bayley, the Council’s representative, on the Committee for the Greater Manchester Transport, gave a verbal report on the work of the Committee to all Members of the Council.

(b) The following questions had been received in accordance with Council Procedure Rule 11.2.

No.	Issue	Questioner	Answered by
1.	Bus services between Manchester and Simister Village	Councillor Pickstone	Councillor Noel Bayley (Representative on the Committee for Greater Manchester Transport)
2.	Heywood Link Bus Service	Councillor Pickstone	Councillor Noel Bayley (Representative on the Committee for Greater Manchester Transport)

C.939 INDIVIDUAL ELECTORAL REGISTRATION

A report of the Chief Executive as Returning Officer was submitted which presented for information a review as to how Individual Electoral Registration will be implemented in Bury.

It was moved by Councillor Connolly and seconded by Councillor John Smith and it was:--

RESOLVED:

That the review of Individual Electoral Registration as set out in the report be noted.

C.940 REVISIONS TO TIMETABLE OF MEETINGS FOR 2013/2014 AND TIMETABLE OF MEETINGS 2014/2015

A report of the Chief Executive was submitted which sought approval to the revised Timetable of Meetings for Cycle 6 of the 2013/2014 Municipal Year and the Timetable of Meetings for the 2014/2015 Municipal Year.

It was moved by Councillor Connolly and seconded by Councillor John Smith and it was:-

RESOLVED:

That the revised Timetable of Meetings for Cycle 6 of the 2013/2014 Municipal Year and the Timetable of Meetings for the 2014/2015 Municipal Year, as set out, be approved, subject to the dates of Budget Cabinet and Budget Council, and any further minor changes, being determined by the Chief Executive in consultation with the Group Leaders.

C.941 NOTICES OF MOTION

Two Notices of Motion have been received and set out in the Summons.

1. Trade Union Blacklisting

A motion had been received and set out in the Summons in the names of:-

Councillors A Audin, K Audin, M Bailey, D Bailey, N Bayley, J Black, P Bury, G Campbell, S Carter, D M Cassidy, M Connolly A J Cummings, E FitzGerald, L Fitzwalter, J Frith, J Grimshaw, S Haroon, P Heneghan, T Holt, A Isherwood, M A James, D Jones, J S Lewis, A K Matthews, N A Parnell, A Quinn, K Rothwell, R Shori, A Simpson, S Smith, J Smith, S Southworth, T Tariq and S Walmsley

It was moved by Councillor Parnell and seconded by Councillor Holt:

"For well over three decades blacklisting of workers because of their trade union activities and barring them from employment, mostly in the construction industry, has been covertly taking place. More recently, companies who are known to have blacklisted trade unionists are now tendering for and procuring public contracts throughout councils in England.

The practice of blacklisting is illegal, immoral and reprehensible. In some cases this practice has led to long term unemployment for those who have been "blacklisted" for nothing more than representing their fellow workers. We ask this Council to publicly condemn this practice and affirm its own commitment to its recognised trades unions. The Office of the Information Commissioner has exposed these companies and a list is available upon request.

We call upon this Council to take such steps as are lawful recognising the values of a unionised workplace and the benefits and savings it can bring; and to refer this matter to the Leader and Director of Resources and Regulation to consider how best the objectives of the motion can be taken forward."

(Note: In accordance with Council Procedure Rule 14.7(a), Council had agreed to the Motion set out in the Council Summons being altered by the deletion of the final paragraph and the substitution of that set out above).

The Motion was put and with 32 voting for, none against and 17 abstentions was declared carried.

2. Council Tax Discount Scheme

A Motion had been received and set out in the Summons in the names of:-

Councillors I Bevan, R Caserta, J Daly, I Gartside, D Gunther, M Hankey, R Hodgkinson, K Hussain, S Nuttall, B Vincent, R Walker, J Walton and Y Wright

It was moved by Councillor Gartside and seconded by Councillor Gunther:-

"This Council recognises the tremendous amount of hard work carried out by thousands of dedicated volunteers in our Borough. This Council also notes the increasing importance and role of the voluntary sector and the need to continue to recruit more volunteers.

Over the last few years, councils of all political persuasions, in all parts of the country, have been introducing various Council Tax discount schemes as a way of thanking existing volunteers and to incentivise more people to become volunteers. Therefore, this Council resolves to set up a cross party "Task and Finish" group with immediate effect with the goal of producing a financially affordable package of Council Tax discounts for the people who live and undertake voluntary work in the Metropolitan Borough of Bury."

It was moved by Councillor Walmsley and seconded by Councillor FitzGerald as an amendment:-

"Delete Paragraph 3 which begins "Therefore the Council resolves....." And substitute:

Therefore, this Council resolves to examine this option in conjunction with the current development of the Bury Volunteering Strategy as part of a wider range of feasible volunteering initiatives of the people who live and undertaken voluntary work in the Metropolitan Borough of Bury."

The amendment was put and unanimously carried.

The following Substantive Motion was put and carried unanimously:-

Council Tax Discount Schemes

"This Council recognises the tremendous amount of hard work carried out by thousands of dedicated volunteers in our Borough. This Council also notes the increasing importance and role of the voluntary sector and the need to continue to recruit more volunteers.

Over the last few years, councils of all political persuasions, in all parts of the country, have been introducing various Council Tax discount schemes as a way of thanking existing volunteers and to incentivise more people to become volunteers.

Therefore, this Council resolves to examine this option in conjunction with the current development of the Bury Volunteering Strategy as part of a wider range of feasible volunteering initiatives for the people who live and undertake voluntary work in the Metropolitan Borough of Bury."

C.942 SCRUTINY REPORTS AND SPECIFIC ITEMS "CALLED IN" BY SCRUTINY COMMITTEES

There were no Scrutiny Review Reports or specific items "called in" by the Overview and Scrutiny Committee to be considered at this Council meeting.

C.943 QUESTIONS ON THE WORK OF OUTSIDE BODIES OR PARTNERSHIPS

There were no written questions on the work of the outside bodies or partnerships on which the Council is represented, submitted in accordance with Council Procedure Rule 11.2.

C.944 DELEGATED DECISIONS OF COUNCIL COMMITTEES

There were no written questions asked on the delegated decisions of the Committees or Scrutiny Committee contained in the Digest of Decisions 8 (2013-2014).

THE WORSHIPFUL THE MAYOR

(NOTE: The meeting started at 7.00 pm and ended at 10.05 pm)

REPORT FOR DECISION

Agenda Item	
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DECISION OF:	Annual Council
DATE:	3 June 2014
SUBJECT:	ANNUAL APPOINTMENTS 2014/2015
REPORT FROM:	Leader of the Council
CONTACT OFFICER:	Assistant Director - Legal and Democratic Services
TYPE OF DECISION:	COUNCIL
FREEDOM OF INFORMATION/STATUS:	This paper is within the public domain
SUMMARY:	<p>The report deals with:-</p> <ul style="list-style-type: none"> a) the Executive arrangements to be adopted by the Council; b) the notification of Political Group Leaders and Deputy Leaders, the allocation of Portfolios to Cabinet Members and Deputy Cabinet Members; and the allocation of Spokesperson Roles for the 2014/2015 Municipal Year, (Appendices A and B) c) the appointment of Regulatory Committees, Overview and Scrutiny Committees and other bodies affected by the Political Balance Rules contained in the Local Government and Housing Act 1989 for the 2014/2015 Municipal Year. (Appendix C) d) the appointment of the Audit Committee and other bodies not covered or exempted from the Political Balance Rules for the 2014/2015 Municipal Year; (Appendix D) e) the appointment of representatives on Joint Authorities, (Appendix E). f) the appointment of other internal bodies not covered by the Political Balance Rules; (Appendix F).

	g) the appointments to outside bodies; (Appendix G).
OPTIONS & RECOMMENDED OPTION	<p>Recommended option</p> <ol style="list-style-type: none"> 1. That the Strong Leader arrangements adopted by the Council in 2011/12, with a Cabinet of between two and eight members be confirmed for 2014/2015. 2. That the appointments of the Political Groups' Leaders and Deputy Leaders as set out in Appendix A to this report be received. 3. That the appointment of the Deputy Leader, Cabinet Members, Deputy Cabinet Members and spokespersons for the 2014/2015 Municipal Year, as set out in Appendix B to this report be noted. 4. That the appointment of the Regulatory Committees, Overview and Scrutiny Committees and other bodies covered by the Political Balance Rules, including the appointment of Chairs, where stated, for the 2014/2015 Municipal Year, as set out in Appendix C to this report, be approved. 5. That the appointment of the Audit Committee and other bodies not covered by or exempted from the Political Balance Rules, including the appointment of Chairs, where stated, for the 2014/2015 Municipal Year, as set out in Appendix D to the report, be approved. 6. That the appointments to the Greater Manchester Joint Authorities for the 2014/2015 Municipal Year, as set out in Appendix E to the report, be approved. 7. That the appointments to the various other internal bodies, including the appointment of Chairs, where stated, for the 2014/2015 Municipal Year, set out in Appendix F to the report, be approved. 8. That the appointments to outside bodies for the 2014/2015 Municipal Year as set out in Appendix G to the report, be approved.

	9. That the Chief Executive, in consultation with the Leaders of the three political groups on the Council, be authorised to determine any appointments to bodies which remain to be filled and any changes in appointments or any new appointments to be made during the 2014/2015 Municipal Year and that any such appointments be reported to the Cabinet for information.
IMPLICATIONS:	
Corporate Aims/Policy Framework:	Do the proposals accord with the Policy Framework? Yes
Statement by the S151 Officer: Financial Implications and Risk Considerations:	No additional financial implications
Statement by Executive Director of Resources:	No wider resource implications
Equality/Diversity implications:	No
Considered by Monitoring Officer:	Yes The appointment of the various bodies indicated in the report complies with the provisions of the Council Constitution adopted under the provisions of the Local Government Act 2000 and its related Regulations and directions; and also with the Local Government and Public Involvement in Health Act 2007, the Local Government and Housing Act 1989 and Local Government (Committees and Political Groups) Regulations 1990 as amended in respect of the political balance rules.
Wards Affected:	All
Scrutiny Interest:	N/A

TRACKING/PROCESS**DIRECTOR:**

Chief Executive/ Strategic Leadership Team	Executive Member/Chair	Ward Members	Partners
Scrutiny Committee	Committee	Council	
		03.06.2014	

1.0 ISSUES

1.1 POLITICAL GROUP LEADERS AND DEPUTY LEADERS

- 1.1.1 The appointment by the Political Groups on the Council of their Leaders and Deputy Leaders has been notified and the details are set out in Appendix A to this report.

1.2 THE LEADER

- 1.2.1 The Council Constitution made under the provisions of the Local Government Act 2000 and its associated Regulations and directions and adopted by the Council on 21 November 2001, as amended, provides for the Council to appoint the Leader.
- 1.2.2 The Leader is appointed for a fixed term of office of 4 years. The Leader then appoints a Cabinet.
- 1.2.3 Councillor Connolly was duly appointed Leader at the meeting of Annual Council on 16 May 2012, and remains in office until May 2015 subject to the constitutional arrangements set out in Paragraph 1.2.4.
- 1.2.4 The Council's Constitution states that the Leader shall hold office until:-
- (a) he/she is resigns from the office; or
 - (b) he/she is suspended from being a Councillor under Part III of the Local Government Act 2000 (although they may resume office at the end of the period of suspension); or
 - (c) he/she is no longer a Councillor; or
 - (d) the first Annual Meeting after their normal day of retirement as a Councillor;
 - (e) that the Council may by resolution remove him/her from office.
- 1.2.5 In accordance with the Local Government and Public Involvement in Health Act 2007, the Council currently operates a Strong Leader with Cabinet form of decision-making.

1.3 REGULATORY COMMITTEES, OVERVIEW AND SCRUTINY COMMITTEES AND OTHER BODIES COVERED BY THE POLITICAL BALANCE RULES

- 1.3.1 The rules and requirements for securing political balance on the Regulatory Committees (and Sub-Committees), Overview and Scrutiny Committees, Advisory Committees and certain other bodies appointed by local authorities as set out in Appendix C of this report, are contained in the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990, as amended.

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1.3.2 The general effects of the balance rules on this Council are that it is under a duty:-

- (a) to ensure that the membership of those bodies covered by the rules reflects the political composition of the Council as far as practicable;
- (b) to allocate seats on these bodies to the political groups in proportion to their numerical strength on the Council as far as practicable;
- (c) to accept the nominations made by the Groups for the filling of seats allocated to them; and
- (d) to review the allocation of seats to political groups at, or as soon as practicable after, the Annual Council Meeting and at certain other specified times.

1.3.3 In determining the allocation of seats to the political groups, the Council must apply these overriding **two principles so far as is reasonably practicable**:-

- (A) Not all seats on a body are to be allocated to the same political group;
- (B) The group with a majority of seats on the Council shall be allocated a majority of seats on a body.

Having first satisfied (A) and (B) above, then:-

- (C) The total of all seats on ordinary Committees shall be allocated to the groups in proportion to their respective political strengths on the Council.

Once (A), (B) and (C) above have been satisfied then:-

- (D) The number of seats on other affected "bodies" (Sub-Committees/Other Bodies) shall also be allocated to the political groups in proportion to their respective political strengths on the Council.

1.3.4 **The proportions** which each political group bears to the total number of Councillors on the Council are as follows:

Group	Council Seats	Proportion
Labour	38	74.51 %
Conservative	11	21.57%
Lib/Dem	1	1.96 %
Independent	1	1.96 %

1.3.5 **Recommended seat allocations (actual)** to the groups are shown against each body listed in the Schedule. Based on the approved sizes of "bodies" and bearing in mind the principles referred to above, the actual seat allocations for the main Committees are as follows:-

Group	Committees	Sub Committees/ Other Bodies	Total Seats
Labour		-	
Conservative		-	
TOTALS		-	

1.4 AUDIT COMMITTEE AND OTHER BODIES NOT COVERED BY THE POLITICAL BALANCE RULES

- 1.4.1 The appointment of the Audit Committee and certain other bodies are not covered by the Political Balance Rules.
- 1.4.2. The Council is now responsible for the servicing of the Health and Wellbeing Board. Membership is set out in Appendix D.

1.5. REPRESENTATIVES ON GREATER MANCHESTER JOINT AUTHORITIES

- 1.5.1. The Council is entitled to appoint representatives to serve on the Greater Manchester Joint Authorities for 2014/2015 and to nominate, from amongst the appointed representatives, Spokespersons to answer any questions (duly notified at Council meetings) on the functions of the Joint Authorities on which they serve.

1.6 APPOINTMENTS OF OTHER INTERNAL BODIES NOT GOVERNED BY THE POLITICAL BALANCE RULES 2014/2015

- 1.6.1 Attached to this report at Appendix F is a schedule giving details of the appointments to other internal bodies not covered by the Political Balance Rules.

1.7 APPOINTMENTS TO OUTSIDE BODIES 2014/2015

- 1.7.1 Attached to this report at Appendix G is a schedule giving details of appointments to be made to outside bodies.

2.0 CONCLUSION

- 2.1 Appendix A contains details of appointments of Group Leaders/Deputy Leaders.
- 2.2 Appendix B contains details of appointments relating to the Cabinet.
- 2.3. Appendix C contains details of the Regulatory Committees and Sub-Committees/Other Bodies to be appointed in accordance with the Political Balance Rules.
- 2.4 Appendix D contains details for the appointment of the Audit Committee, Health and Wellbeing Board and other bodies not covered by the Political Balance Rules.
- 2.5 Appendix E contains details of appointments of representatives on the Greater Manchester Joint Authorities.

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- 2.6 Appendix F contains details of appointments of other internal bodies not covered by the Political Balance Rules.
- 2.7 Appendix G contains details of appointments to outside bodies.

List of Background Papers:-

None

Contact Details:-

Chris Shillitto, Head of Democratic Services

Telephone No: 0161 253 5041

Democratic Services

June 2014

**APPOINTMENT OF POLITICAL GROUP LEADERS/DEPUTY LEADERS FOR
2014/2015**

Group/Position	Appointees 2014/2015
	Councillors:
Labour Group	
Leader	
Deputy Leader	
Conservative Group	
Leader	
Deputy Leader	

APPOINTMENT OF THE CABINET FOR 2014/2015

<i>Position</i>	Appointees 2014/2015

(The Cabinet may not include the chairman (Mayor) or vice-chairman (Deputy Mayor) of the Authority [S.11(7) of LG Act 2000])

APPOINTMENT OF DEPUTY CABINET MEMBERS FOR 2014/2015

<i>Position</i>	Appointees

APPOINTMENT OF SHADOW CABINET FOR 2014/2015

Position	Appointees

**APPOINTMENT OF POLITICALLY BALANCED COMMITTEES AND SUB-COMMITTEES
OF THE COUNCIL FOR 2014/2015**

Committees	No of Seats		Seat Allocations and Appointments 2014/2015	
	Cllr	Co-Opted		
1. Planning Control Committee	13	0	Councillors Lab seats Con seats 10 3	
2. Licensing and Safety Panel	13	0	Councillors Lab seats Con seats 10 3 (Full Panel to deal with all policy and monitoring matters) (3 members of the Panel to form individual politically-balanced (where possible) Panels for individual licence applications.)	

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Committees	No of Seats		Seat Allocations and Appointments 2014/2015					
	Cllr	Co-Opted						
3. Human Resources and Appeals Panel	51	0	Councillors <table><tr><td>Lab seats</td><td>Con seats</td></tr><tr><td>38</td><td>11</td></tr></table> <p>The Panel to comprise all Members of the Council.</p> <p>Chair: Councillor</p>		Lab seats	Con seats	38	11
Lab seats	Con seats							
38	11							
3a. Individual Panels/ Boards	(3) or (5)	(0)	<p>3 or 5 Members of the Panel selected to form Human Resources and Appeals Panels/Boards dealing with:-</p> <ul style="list-style-type: none">• Shortlisting and Appointment of Staff• Personnel Appeals• Premature Retirements• Registered Homes Appeals• Childminder Appeals• NNDR Appeals• Any other Appeals <p>Membership to comprise the Lead Member for Human Resources (who will act as Chair), appropriate Cabinet Member or Lead Member or majority group member or a majority group member of the appropriate Overview and Scrutiny Committee and a member of a minority group</p>					

Committees	No of Seats		Seat Allocations and Appointments 2014/2015												
	Cllr	Co-Opted													
4. Overview Panel	41	15	<p>Councillors</p> <p>Lab Con</p> <p>All Members except Cabinet Members.</p> <p>Education Representatives – (Voting)</p> <table><thead><tr><th>Name</th><th>Representing</th></tr></thead><tbody><tr><td>1. Rev Dr Findon</td><td>Church of England</td></tr><tr><td>2. Vacancy</td><td>Roman Catholic</td></tr><tr><td>3. Mr R Kanter</td><td>Jewish Faith</td></tr><tr><td>4. Vacancy</td><td>Parent Gov (Secondary)</td></tr><tr><td>5. Mrs C Devine</td><td>Parent Gov (Primary)</td></tr></tbody></table> <p>Co-opted Members – (Non-Voting)</p> <p>Overview and Project Groups will appoint Co-opted Members as required.</p>	Name	Representing	1. Rev Dr Findon	Church of England	2. Vacancy	Roman Catholic	3. Mr R Kanter	Jewish Faith	4. Vacancy	Parent Gov (Secondary)	5. Mrs C Devine	Parent Gov (Primary)
Name	Representing														
1. Rev Dr Findon	Church of England														
2. Vacancy	Roman Catholic														
3. Mr R Kanter	Jewish Faith														
4. Vacancy	Parent Gov (Secondary)														
5. Mrs C Devine	Parent Gov (Primary)														

Committees	No of Seats		Seat Allocations and Appointments 2014/2015				
	Cllr	Co-Opted					
5. Overview and Scrutiny Committee	12		<div><div>Councillors</div><table><tr><td>Lab</td><td>Con</td></tr><tr><td>9</td><td>3</td></tr></table><p>(Cabinet Members not to be members of the Committee.) (Lead Members not to be a Member of a Committee dealing with an area in which they have an involvement or an interest).</p></div>	Lab	Con	9	3
Lab	Con						
9	3						

Committees	No of Seats		Seat Allocations and Appointments 2014/2015	
	Cllr	Co-Opted		
6. Health Scrutiny Committee	12		Councillors Lab 9 (Cabinet Members not to be members of the Committee.) (Lead Members not to be a Member of a Committee dealing with an area in which they have an involvement or an influence).	Con 3

Committee	Seat Allocations and Appointments 2014/2015	
	Cllrs	
7. Standards Committee	9 (inc.one Cabinet Member)	<p>Lab Con</p> <p>The Mayor (Councillor Wiseman) will chair the Committee</p>
	<p>Plus</p> <p>One Independent - Member</p>	<p>6 2</p> <p>Independent Member – Mr D Gremson</p> <p>(The Leader of the Council cannot be a Member of the Standards Committee.</p> <p>(One Member may be appointed from the Cabinet but he/she cannot Chair the Committee.)</p>

**APPOINTMENT OF NON-POLITICALLY BALANCED COMMITTEES OF THE COUNCIL
FOR 2014/2015**

Committee	No of seats		Seat Allocations and Appointments 2014/2015	
	Cllrs	Ind		
1. Audit Committee	9	1	Councillors: <div> <div>Lab</div> <div>Con</div> </div> <div> <div>7</div> <div>2</div> </div> <p>Guidance from the external auditor is that Executive Members should not be members of Audit Committee</p>	
2. West Pennine Moors Joint Committee	2	0	Councillors: <div> <div>Lab</div> <div>Con</div> </div> <div> <div>2</div> <div>0</div> </div>	
3. Health & Wellbeing Board	2	9	Councillors: <div> <div>Lab</div> <div>Con</div> </div> <div> <div>2</div> <div></div> </div> <p>(Cabinet-Member For Adult Care, Health and Housing plus one)</p> <p>Core Voting Members:</p> <p>A nominated representative from B3SDA – Dave Bevitt Executive Director of Adult Social Care Executive Director of Children’s Services Executive Director of Environment & Development Services Director of Health Two nominated representatives from the GP Clinical Commissioning Group – Dr Audrey Gibson (Chair) and Stuart North</p> <p>A nominated representative from the Local Healthwatch</p>	

			<p>A nominated representative from the Community Safety Partnership – Superintendant Mark Granby</p> <p>Non Voting Members:</p> <p>A nominated representative of the National Commissioning Board – Rob Bellingham</p>
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TOWNSHIP FORUMS

NOTE: Appointment of Chair and Vice-Chairs to take place at the first meetings of the Forums for the 2014/2015 Municipal Year.

BURY EAST:

Councillors Cassidy, Walmsley, Rothwell, Haroon, Tariq, John Smith, Stella Smith, Holt, Connolly.

BURY WEST:

Councillors Southworth, Kerrison, Frith, Walker, Nuttall, Walton

RAMSBOTTOM, TOTTINGTON AND NORTH MANOR

Fitzwalter, Bevan, Hodkinson, Gunther, Daly, Hussain, Carter, Gartside, Wright

RADCLIFFE

Briggs, Lewis, Bury, Isherwood, Shori, Cummings, Daisy Bailey, Parnell, Matt Bailey

WHITEFIELD AND UNSWORTH

Wiseman, Vincent, Caserta, FitzGerald, Whitby, Matthews, Jones, Adams, Grimshaw, Mallon

PRESTWICH

Black, O'Brien, Noel Bayley, Simpson, Quinn, James, Heneghan, Pickstone, Campbell

APPOINTMENTS TO GREATER MANCHESTER JOINT AUTHORITIES 2014/2015

	Appointees 2013/2014	Appointees 2014/2015	Notes
Joint Authority	Councillor	Councillor	
Fire and Rescue	Matthews*		Political balance rules do not apply - appointment of less than 3 reps
	S Smith		
Transport for Greater Manchester Committee	N Bayley*		Political balance rules do not apply - appointment of less than 3 reps
	Grimshaw		
Police	Walmsley*		Membership must reflect political balance of GM area
Waste Disposal	Cummings*		Political balance rules do not apply - appointment of less than 3 reps
	Quinn		

*Denotes Spokespersons to answer questions at Council meetings.

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APPOINTMENT OF OTHER INTERNAL BODIES 2014/2015

APPENDIX F

Internal Body	Composition and Allocation	Existing Appointments 2013/2014 (Councillor)	Appointments 2014/2015 (Councillor)
Adoption and Fostering Panels	2 Members for each Panel 3 Lab 1 Con	Grimshaw – Adoption A Audin – Fostering S Southworth – Fostering Vincent - Adoption	
Bury Learning Disability Partnership Board	4 Members: Cabinet Member – Adult Care, Health and Housing Lead Member - Disability Champion 1 Labour 1 Conservative	Rothwell Shori Daly 1 Lab vacancy	
Bury Drug and Alcohol Partnership Board	Cabinet Member for Adult Care, Health and Housing	Shori	
Children’s Centres Steering Group	Cabinet Member for Children and Families	Campbell	
Community Safety Partnership	Chair of the Drug and Alcohol Partnership Board	Walmsley	
Corporate Parenting Board	10 Members: Cabinet Member for Children and Families 9 members based on political balance.	Campbell Southworth Frith Gartside Grimshaw Heneghan Caserta Vincent	
Corporate JCC	10Members: 2 Con 7 Lab	Bury Connolly J Smith	

Internal Body	Composition and Allocation	Existing Appointments 2013/2014 (Councillor)	Appointments 2014/2015 (Councillor)
	1 Lib Dem	Holt Isherwood Fitzwalter A Audin Gartside Walton	
Democratic Arrangements Forum	5 Members: Leader or Dep Leader Chair of Standards 1 Lab 1 Con 1 Lib Dem	Connolly or Smith Tariq Gartside Pickstone Chair of Standards	
Drug Action Team	3 Members: 1 Con 2 Lab	Black Con Vacancy Jones	
Drug Reference Group	1 Member: 1 Lab	Black	
Housing Issues Advisory Group	4 Members: (Not to include Members of STH Board) 1 Con 3 Lab	Heneghan Cassidy	
Joint Consultative Committee Health and Safety	4 Members: 1 Con 3 Lab	Matthews Bayley Wiseman Fitzwalter	
JCC with Teachers and JCC with Lifelong Learning Staff	8 Members: 2 Con 5 Lab 1 Lib dem	Caserta Campbell Heneghan Lewis	

Internal Body	Composition and Allocation	Existing Appointments 2013/2014 (Councillor)	Appointments 2014/2015 (Councillor)
		James	
		Bury Nuttall Pickstone	
Joint Consultative Committee with the Magistrates' Courts Committee	3 Members: 1 Con 2 Lab	Grimshaw Tariq Gartside	
Local Access Forum	2 Members Cabinet Members for Environment and Leisure, Tourism and Culture with Deputy Cabinet Members as substitutes.	Isherwood (Sub: Southworth) Lewis (Sub: Columbine)	
Strategic Equality and Diversity Group (Formerly Joint Member/Officer Working Group on Race Equality)	7 Members: Leader or Deputy Leader 2 Con 4 Lab	Connolly or Smith Cassidy Tariq Holt Rothwell Caserta Hankey	
Member Development Group	5 Members Lead Member for Elected Member Training 3 Group Leaders Lead Member for Human Resources	Holt Connolly Simpson Gartside Pickstone	
Older Peoples Partnership	3 Members: Cabinet Members for	Walmsley Shori	

Internal Body	Composition and Allocation	Existing Appointments 2013/2014 (Councillor)	Appointments 2014/2015 (Councillor)
	Communities and Adult Care, Health and Housing. Lead Member for Elderly	Black	
Risk Management Group	4 Members: Cabinet Member for Finance and Corporate Affairs Chair of Audit 1 Con 1 Lab	J Smith FitzGerald Gartside D Bailey	
Safeguarding Adults Partnerships Board	1 Labour	Black	
Six Town Housing Board	3 Labour 1 Con	Bayley S Smith Briggs Wiseman	
Six Town Housing Limited – Shareholder	Cabinet Member to attend meetings as sole shareholder.	Shori	
Social Services Case Review Panels	Children's Services: 4 Members 1 Con 3 Lab Adult Services: 4 Members 1Con 3Lab	Frith Heneghan Columbine Black Jones Hussain Walker	
Standing Advisory Council on Religious Education (SACRE)	3 Members: 1 Con 2 Lab	Walker K Audin One Labour vacancy	

Internal Body	Composition and Allocation	Existing Appointments 2013/2014 (Councillor)	Appointments 2014/2015 (Councillor)
Suggestion Scheme Panel	4 Members: 1 Con 3 Lab	Connolly Fitzwalter M Bailey Vincent	
Third Sector Advisory Panel	4 Members: Executive Members for Finance and Corporate Affairs and Communities 1 Lab 1 Con	J Smith Walmsley Tariq Gunther	
Youth Offending Partnership Board	Cabinet Member for Children and Young People	Campbell	
Youth Cabinet	9 Members: 2Con 6 Lab 1 Lib Dem	Campbell/Heneghan Columbine Simpson Jones Southworth Frith Vincent Hussain O'Hanlon	

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APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES 2014/2015

APPENDIX G

Outside Body	Entitlement and Allocation	Existing Appointee (Councillor)	Nomination (Councillor) 2014/2015
Greater Manchester Combined Authority	1 Lab Member and 1 substitute member	Connolly J Smith (Sub)	
AGMA Executive Board	1 Lab Member plus 2 substitute members.	Connolly J Smith Isherwood	
AGMA Scrutiny Pool	3 Members 2 Lab 1 Con	A Audin Jones Hankey	
AGMA Health Scrutiny Panel	1 Member: 1 Lab	Bury	
AGMA Statutory Functions Committee	1 Member: 1 Lab	Jones	
Joint Waste Planning Committee	1 Member 1 Lab	Cummings Southworth (Sub)	
Joint Minerals Planning Committee	1 Member 1 Lab	Cummings	
Joint Health Scrutiny Committee of Greater Manchester, Cheshire, Derbyshire and Lancashire (Sub regional NHS Consultation on Children's Neonatal and Maternity Services)	1 Lab (plus substitute) Council is asked to waive the need for the Joint Committee to be politically balanced	Bury	

Outside Body	Entitlement and Allocation	Existing Appointee (Councillor)	Nomination (Councillor) 2014/2015
Budget Consultation Meeting with Transport for Greater Manchester Committee (Contact Paul Harris at GM Integrated Support Team)	6 Members: 4 Lab (inc Leader or Deputy Leader and Representatives on the GMPTA 2 Con	Connolly Bayley Grimshaw	
Bury and District CAB henryfreeman77@gmail.com	3 Members 2 Lab 1 Con	K Audin Heneghan Daly	
Bury Local Strategic Partnership Executive Board (Team Bury) (Lorraine Boudin)	1 Member plus 2 Officers: 1 Lab	Connolly Smith (Sub)	
Bury Metro Arts Association (AGM) (c.collins@themet.biz)	6 Members: (3 voting/3 non voting) 4 Lab 2 Con	Lewis Columbine Southworth Caserta Hankey	
Bury Metro Arts Association (Executive)	3 Members: 2 Lab 1 Con	Lewis Columbine Hankey	
Bury North Sports Forum	To be determined	Frith	
Radcliffe and Bury South Sports Forum Kirsty Freeley, secretary@rbssf.co.uk	4 Members: 1 Con 3 Lab	James D Bailey J Lewis	
Bury Society for Deaf and Hearing Impaired People Robert Qualye burydeatclubn@live.co.uk	4 Members: 1Con 3 Lab	Rothwell K Audin Wright	

Outside Body	Entitlement and Allocation	Existing Appointee (Councillor)	Nomination (Councillor) 2014/2015
Bury Music Service Ltd (Mr P Jarvis 0161 796 9910, mail@burymusic.co.uk) burymu.302@clara.co.uk Helen Potter Administrator Bury Music Service	3 Members: 2 Lab 1 Con	A Audin M Bailey Walker	
Bury Society for the Blind and Partially Sighted D Chambers 0161 763 7014 buryblindsociety@buryblindsociety.org	3 Members: 1 Con 2 Lab	Rothwell Wright 1 Labour vacancy	
Bury Shopmobility 0161 763 9667 buryshopmobility@uklinux.net	2 Members: 1 Con 1 Lab	Rothwell Wright	
Bury Town Centre Management Board Lisa Durkin Bury Town Centre Manager Mill Gate Shopping Centre Centre Management Suite 24a The Mall Bury BL9 0QQ t: 0161 763 4593 m: 07825 842913 (work) Lisa Durkin [tcm@burytowncentre.co.uk]	2 Members: Cabinet Member with responsibility for Regeneration 1 Member for EastWard	Isherwood Connolly	
Council of Voluntary Organisations (Alex Whinnom, Director, Greater Manchester Council for Voluntary Organisations, St Thomas Centre, Ardwick Green North, Manchester, M12 6FZ 0161 277 1004 – alex.whinnom@gmcvo.org.uk)	1 Member 1 Lab	Walmsley Tariq (Sub)	

Outside Body	Entitlement and Allocation	Existing Appointee (Councillor)	Nomination (Councillor) 2014/2015
David Young Medical Prize (Democratic Services)	3 Members: The Mayor 1 Lab 1 Con	Briggs Walmsley Gunther	
East Lancashire Railway Trust Board of Management (Democratic Services)	3 Members: 1 Con 2 Lab	C E Jones Sothworth Walker	
Greater Manchester Waste Disposal Authority – Waste Forum (Sarah.mellor@oldham.gov.uk)	1 Member: 1 Lab	Cummings Southworth (Sub)	
Groundwork Bury (Tony Taylor – 0161 762 2650 – tony.taylor@groundwork.uk.org) Tony Taylor, Executive Director, Acorn Business Centre, Fountain St North)	2 Members: 2 Lab	Bury Columbine	
Hollins Institute Educational Fund	2 Members from Unsworth Ward	A Audin Jones	
Integrated Community Equipment Service Partnership Board	1 Member: Executive Member for Adult care, Health and Well- Being	Shori	
Local Government Association – General Assembly (memberservices@lgo.gov.uk) Marion Stribling – 0207 664 3040	4 Members: 1 Con 2 Lab 1 Lib Dem	Connolly J Smith Gartside	

Outside Body	Entitlement and Allocation	Existing Appointee (Councillor)	Nomination (Councillor) 2014/2015
Local Government Association – Urban Commission (memberservices@lgo.gov.uk)	1 Member: 1 Lab	Connolly	
Manchester Airport Group PLC (Shareholders Committee) Chris McDermott – 234 3284 c.mcdermott1@manchester.gov.uk	1 Member plus alternate: 1 Lab	Connolly	
Manchester Air Pollution Advisory Council mapac@manchester.gov.uk	2 Members plus Deputies: 1 Lab 1 Con	Southworth	
Manchester, Bolton and Bury Canal Restoration Partnership	2 Members	Bury Southworth	
Manchester Mesivta Grammar School Governing Body (Mr P Pink, Headteacher – 0161 773 1789 – mesivta@bury.gov.uk) (p.pink@bury.gov.uk)	1 Member: 1 Lab	Vacant	
National Housing & Town Planning Council - Regional Committee	1 Member: 1 Lab	Vacant	
National Society for Clean Air and National Society for Clean Air Regional Committee (Mr N Turner, Downgreen Road, Bolton)	3 Members plus Deputies: 2 Lab 1 Con	Vincent 2 Labour vacancies	
North Manchester Mental Health Trust	1 Member 1 Lab	Shori	
North West Local Authorities' Employers Organisation (Vic Hewitt, Chief Executive – 0161 214 7116) (Juliet@nweo.org.uk)	1 Member plus substitute 1 Lab	Holt Dep: J Smith	
North West Sound Archive (nwsa@ed.lancscc.gov.uk)	1 Member: 1 Lab	Columbine	

Outside Body	Entitlement and Allocation	Existing Appointee (Councillor)	Nomination (Councillor) 2014/2015
Older People's Network: North West of England (David Halpin, Social Services Directorate, PO Box 162, East Cliff County Offices, Preston, PR1 3EA) Tel 01772 534358 David Halpin@SSD.LancsCC.gov.uk	1 Member (Older People's Champion)	Black	
Pennine Acute Hospitals NHS Trust Joint Health Scrutiny Committee (Alice Rea – Democratic Services)	3 Members: 1 Con 2 Lab	S Smith Bury Walker	
Pennine Care NHS Trust Joint Health Scrutiny Committee (Julie Edwards – Democratic Services)	3 Members: 1 Con 2 Lab	Grimshaw Tariq Walker	
Pennine Care Foundation Trust – Council of Governors (Not a Joint Health Scrutiny Committee Member)	1 Member 1 Lab	Shori	
Pension Fund Advisory Committee (0161 – 342 3050 Carolyn.eaton@tameside.gov.uk)	1 Member: 1 Lab	Grimshaw	
Prestwich and District Sick Poor Fund	The Mayor 2 Members	Quinn James	
Red Rose Forest Partnership Group (Chris Wilkinson 253 5269)	2 Members plus reserve: 2 Lab Con reserve	Quinn Cummings Hankey	
Ring and Ride Steering Group (must be a non GMPTA Rep) Chris McDermott – 234 3284 c.mcdermott1@manchester.gov.uk	1 Labour	Cassidy	
Rivers Estate Management Committee – Contour Homes (Karen Hughes – 0345 6021120 karen.hughes@contourhousing.co.uk)	4 Members: Cabinet Member or nominee plus 3	Shori K Audin Matthews	

Outside Body	Entitlement and Allocation	Existing Appointee (Councillor)	Nomination (Councillor) 2014/2015
Quay Plaza 2, 1 st Floor, Lowry Outlet Mall, Salford, M50 3AH	ward members	FitzGerald	
University of Manchester – General Assembly (Martin Conway - martin.f.conway@manchester.ac.uk)	1 Member: 1 Lab plus Deputy	Quinn (Appointed from 1.9.11 to 31.8.14)	
University of Salford - Court of Governors Janette Holmes 0161 295 9006 j.m.holmes@salford.ac.uk	2 Members: The Mayor Cabinet Member – Children & Families	Campbell Briggs	
West Pennine Moors Joint Committee	2 Members	Cummings plus one Labour vacancy	
Yorkshire Purchasing Organisation Management Committee (Wendy Larkin 01924 305056, e.wainman@wakefield.gov.uk)	1 Member plus Deputy 1 Lab	J Smith	
Joint Venture Board ('Askbury') Keith Beamer 5296	Leader and Deputy Leader + 1 Con	Connolly Smith Gartside	

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REPORT FOR DECISION

Agenda Item	
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DECISION OF:	COUNCIL
DATE:	3 June 2014
SUBJECT:	CHANGES TO THE COUNCIL CONSTITUTION
REPORT FROM:	COUNCIL SOLICITOR
CONTACT OFFICER:	Jayne Hammond Assistant Director – Legal and Democratic Services
TYPE OF DECISION:	COUNCIL
FREEDOM OF INFORMATION/STATUS:	This paper is within the public domain
SUMMARY:	To put in place arrangements for updating the Council Constitution following the restructure of Council services and any changes to the Council decision making structure arising from the meeting of Annual Council.
OPTIONS & RECOMMENDED OPTION	To delegate authority to the Chief Executive and the Assistant Director – Legal and Democratic Services, in consultation with the Council Leader, to make changes to the Council Constitution as a result of changes in the structure of Council services and changes in the Council’s decision making structure.
IMPLICATIONS:	
Corporate Aims/Policy Framework:	Do the proposals accord with the Policy Framework? Yes
Statement by the S151 Officer: Financial Implications and Risk Considerations:	There are no financial issues arising from this report.
Health and Safety Implications	There are no Health and Safety implications arising from this report.
Statement by Executive Director of Resources (including Health and Safety Implications)	

Equality/Diversity implications:	None
Considered by Monitoring Officer:	Yes.
Wards Affected:	All
Scrutiny Interest:	None – Council Function.

TRACKING/PROCESS**DIRECTOR:**

Chief Executive/ Strategic Leadership Team	Cabinet Member/Chair	Ward Members	Partners
Scrutiny Committee	Cabinet/Committee	Council	
		03.06.2014	

1.0 BACKGROUND

- 1.1 The recent changes to the Council's departmental structure will in turn necessitate changes to the following sections of the Council Constitution:

Part 2 - Article 12 – Officers – Functions and Areas of Responsibility;
 Part 3 – Officer Delegation Scheme;
 Part 7 – Management Structure

- 1.2 Decisions made as to Cabinet Portfolios will in turn necessitate changes to the following sections of the Constitution:

Part 2 - Article 7 – The Cabinet

- 1.3 Approval is sought for amendments to the Council Constitution arising from changes to the Departmental Structure and Cabinet Portfolios being subject to delegation.

2.0 CONCLUSION

- 2.1 Members are asked to delegate authority to the Chief Executive and the Assistant Director – Legal and Democratic Services, in consultation with the Council Leader, to make changes to the Council Constitution as a result of changes in the structure of Council services and changes in the Council's decision making structure.

List of Background Papers:-

Council Constitution – Link below

<http://www.bury.gov.uk/index.aspx?articleid=2131>

Contact Details:-

J M Hammond, Assistant Director – Legal & Democratic Services
The Town Hall, Knowsley Street, Bury, BL9 0SW.
Tel: 0161 253 5237
E-mail: j.m.hammond@bury.gov.uk

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Overview and Scrutiny Annual Report 2013/ 2014



Department for Resources and Regulation

Contents

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Overview and Scrutiny in Bury <ul style="list-style-type: none"> § Overview and Scrutiny Committee § Health Scrutiny Committee § Overview Project Groups 	4
Key Outcomes <ul style="list-style-type: none"> § School Admissions § Neighbourhood Planning § Worklessness § Children's Safeguarding and Social Care § Performance Monitoring § Local Health Scrutiny Committee 	5
Work of Joint Health Scrutiny Committees (JHOSC) <ul style="list-style-type: none"> § JHOSC for Pennine Acute § JHOSC for Pennine Care 	10
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Background

This Annual Report summarises the activities of the Council's Scrutiny Committees and reports on some of the highlights and achievements of the last year. 2013/2014 has been the second year of a new scrutiny structure which has streamlined the number of Committees. Within the structure there is provision for Overview Project Groups to be set up to carry out detailed reviews on a task and finish basis. Details of the outcomes from individual reviews are included within the report.

Throughout the year the Overview and Scrutiny Committee has tackled a wide and varied work programme cutting across all Council Departments. The Committee have engaged with Cabinet Members prior to decisions being taken and also held them to account following decisions through the call-in mechanism.

The Health Scrutiny Committee have scrutinised the provision of adult care and local NHS services as well as being consulted on proposed changes that will affect the residents of Bury.

The Council has continued to take the lead role in administering the two Joint Health Scrutiny Committees established in January 2004, which review the work of the Pennine Acute Hospitals NHS Trust and the Pennine Care NHS Trust. Excellent working relationships have continued with Members and Officers in both the NHS and in the partner Local Authorities of Manchester, Stockport, Oldham, Rochdale and Tameside.

Overview and Scrutiny in Bury

Overview and Scrutiny Committees are an important part of the way we make decisions. Although they have no Executive powers, the scrutiny process does allow Members to explore issues in depth and help to influence decisions through recommendations to the Cabinet or Full Council.

In Bury, the role of scrutiny bodies can be broken down into these two main functions:-

Holding the Cabinet to Account

This involves scrutinising decisions before they are implemented by way of 'Call-in' to the relevant Scrutiny Committee for debate. The effect of a 'Call-in' is to suspend the decision until the Scrutiny Committee has had the opportunity to consider the implications of the decision and, where appropriate, to offer comments back to the Cabinet.

Policy Development

This involves Scrutiny Committees undertaking reviews of functions within their individual remits leading to recommendations to the Cabinet, and to assist in the development of future policies and strategies.

In Bury the following Committees are constituted to carry out Overview and Scrutiny in Bury:

Overview & Scrutiny Committee

Set up to scrutinise Cabinet decisions and Council performance, the Overview & Scrutiny Committee operates within the following terms of reference:

- To review and scrutinise the decisions made or actions taken in connection with the discharge of any of the Council's functions.
- To review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and all particular service areas.
- To set up, appoint and monitor Overview Project Groups (set up to carry out reviews of policies, services or the impact of decisions).
- To make recommendations to the Cabinet and/or appropriate Committee and/or Council arising from the outcome of the Scrutiny process.
- To review or scrutinise decisions made or other action taken in connection with the discharge by the responsible authorities of their crime and disorder functions.
- Oversight of the provision, planning and management of the assets and audit arrangements.
- Oversight of the Council's corporate plans and strategies and the monitoring of the corporate plan and departmental plans.
- To scrutinise outside bodies and partners relevant to the Council.
- To receive all reports from external inspectors.

Health Scrutiny Committee

A dedicated Health Scrutiny Committee was set up to scrutinise partner organisations on issues relevant to the residents of the Borough. Full terms of reference are:

- To carry out the Council's statutory obligations in relation to reviewing and scrutinising any matters relating to the planning provision and operation of health services in the area of the Council.
- To oversee the health and well being of the borough's population
- To scrutinise the provision, planning and management of Adult care services.
- To monitor the implementation of any scrutiny recommendations accepted by the Cabinet.

Overview Project Groups

The Overview & Scrutiny Committee is responsible for setting up and monitoring reviews carried out by Overview Project Groups. These Groups are tasked with reviewing particular policy areas with a view to making recommendations that will ultimately result in service improvements

In 2013/2014 Overview Project Groups were set up to undertake reviews into the following areas:

School Admissions
Neighbourhood Planning
Worklessness

Key Outcomes

During 2013/2014 the Council's Scrutiny Committees and Overview Project Groups have looked at a wide range of topics and issues. Various methods have been used to examine and investigate issues which have resulted in positive outcomes in terms of policy development and holding decision makers to account.

School Admissions

Set up and monitored by the Overview and Scrutiny Committee, the School Admissions Overview Project Group carried out a detailed review of school admissions and school place planning. The review resulted from the identification of particular acute problems during the previous year with regard to primary school places in specific areas of the Borough.

As part of the review the Group interviewed/took evidence from:

Strategic Lead (Schools, Academies & Colleges)
Team Manager, School Management Service
Head of Strategic Housing
Salford City Council

The Group met on four occasions and received statistical and geographical information relating to:

- The location of all Bury Primary Schools by Local Area Partnership.
- The geographical distribution of children from the Health Authority Information aged 0+ to 4+.
- The comparison of primary school forecasts from 2000 – 2013 indicating the % difference between the forecast number and the actual intake number.
- The forecast number, actual intake number and admission capacity of primary schools per Local Area Partnership.
- The number of siblings per school expected for Reception 2014 intake and the number admitted per school in 2013.
- The levels of average deprivation per school and ranking tables for all Bury Schools.

The Group also received briefing papers providing background information regarding the supply and organisation of school places, and details about the admissions process.

Information was also submitted from Salford Council relating to their experience in dealing with demand pressures and the measures in place to address these pressures. Relating to the issue of Migration, the Group received information from Strategic Housing setting out the limited information held by the Council in terms of social housing and inter-authority moves.

As a result of this review, the following Key Recommendations were approved by Cabinet:

- (i) The Group acknowledges the complex nature of school place planning and supports the need for a proactive approach to develop strategies that respond to both short and medium term demands for places.
- (ii) Whilst acknowledging the difficulties in measuring migration into the borough, the Group highlight the need to regularly monitor patterns and developments through the Strategic Housing Land Availability Assessment; the Council's Core Strategy; and regular liaison with neighbouring boroughs.
- (iii) Targeted strategies should be employed to manage demand pressures continue to be monitored with regular consultations with local headteachers at affected schools.
- (iv) The Group acknowledges that the admissions system is complex but seems to be fair. Members, who are often asked for advice on applications by parents, should be offered an annual briefing from Children's Services on the process and any changes to the system.
- (v) Consideration should be given to the development of a simplified summary of the school admissions paperwork provided to parents
- (vi) Consideration should be given to the role of Elected members in the admissions and appeals process.

Neighbourhood Planning

Through the Head of Planning Policy and Projects, the Neighbourhood Planning Overview Project Group were appraised of the main features, legislation and guidance surrounding the issue of Neighbourhood Planning. Currently there are no neighbourhood plans in place or in the process of being developed in Bury.

Findings:

The Group acknowledged the importance of having an approved Core Strategy in place on which to base and align potential neighbourhood plans.

The Group recognised the advocacy role of Councillors with regard to Neighbourhood Planning and recommended that all Elected Members be kept up to date with the latest guidance, documents and events surrounding Neighbourhood Planning.

The Group undertook to re-convene in the new Municipal Year to examine progress in relation to the adoption of the Core Strategy.

Worklessness

An Overview Project Group has been set up to look at the issue of Worklessness in the Borough. This Group has met with a number of officers and have visited the Radcliffe Works facility and the Council Offices at Whittaker Street. The reception area at Whittaker Street now offers a one-stop shop providing a wide range of services and information for anybody attending. Also located there are the Citizens Advice, Department for Work and Pensions, Step Change debt charity, Bury Support Fund, Food Bank, internet access as well as the benefits services. These services can assist with providing information as well as signposting to other providers.

Findings :

The Group will be ready to present its findings and recommendations at the first scheduled Overview and Scrutiny meeting of the 2014/2015 Municipal Year.

Welfare Reform

The Overview and Scrutiny Committee have, during the year, taken a keen interest in monitoring the impact of recent Welfare Reforms on the residents of Bury. Details of the actions being taken by the Council and its partners in relation to the reforms, along with a number of associated policies were scrutinised by the Committee, including: the Corporate Debt Policy; Discretionary Housing Payments Scheme; and the Poverty Strategy.

A number of case studies were examined by the Committee which highlighted the Corporate approach being undertaken to manage debt and support customers.

Members acknowledged the work of the Welfare Reform Board; the wider partnership approach being undertaken to support customers; and the importance of early engagement. An undertaking has been given to further monitor the issue during the coming year.

Children's Safeguarding and Social Care

The Cabinet Member for Children and Families has appeared before the Overview and Scrutiny Committee on 3 occasions during the year to report on the new Ofsted Inspection Framework for Children's Safeguarding and Social Care.

The Committee have endorsed and monitored progress in relation to the Single Inspection Framework (SIF) Action Plan throughout the year and have also been appraised of the outcomes and findings from the recently completed Ofsted Early Help Thematic Inspection and Local Government Association Safeguarding Diagnostic.

As part of the Committee's Work Programme for 2014/15, it has been recommended that an Overview Project Group be set up to monitor and challenge performance in relation to the SIF Action Plan.

Performance Monitoring

As part of its performance monitoring role, the Overview and Scrutiny Committee has received regular reports in relation to Corporate Performance; Financial Monitoring; Treasury Management; and all the 2014/15 draft Budgetary reports.

Local Health Scrutiny Committee

Throughout the year the Committee have received reports and updates on the following:-

- **Bury's Joint Health and Wellbeing Draft Strategy 2013 – 2018 'Living Well in Bury – Making it Happen'.**
A report from Dr Patel, the Chair of Bury CCG, Councillor Rishi Shori, the Executive Member for Adult Care Health and Housing and Graham Atkinson, Executive Director Communities and Neighbourhoods.
- **Public Service Reform**
A joint report and presentation setting out the future of integrated care in Bury, Delivery Plans, concept models, progress and plans and achievements and challenges.
- **Carers Strategy**
Councillor Shori presented the Carers Strategy. A representative of Bury Carers Centre also attended for this presentation and to ask questions.
- **Healthwatch**
Members received an introduction from the Chair and Vice Chair of Healthwatch Bury setting out their plans for the future and the work that was being undertaken.
- **Adult Social Care Services – Annual Complaints Report**
2012/2013 report submitted to Members for discussion and approval – Members were encouraged by the contents of the report and the way that complaints were dealt with.
- **Healthier Together** – update on the review and pre – consultation work
The Committee were given regular updates on the work that was being undertaken in relation to this. The consultation period had been moved back a number of times and it was expected that the consultation would now commence during the summer of 2014.
The CCG would update the Committee on this review and the consultation once more information was available.
- **Better Care Fund Plan**
Members received a joint presentation from Adult Care, Public Health and the CCG and were asked for their input on the contents of the draft Plan prior to its submission to the Health and Wellbeing Board.
- **Safeguarding Adults – Annual Report**
Report submitted to Members for discussion and approval – Members were encouraged by the contents of the report and asked that more information in relation to prevention work was provided.
- **Terms of Reference for the Pennine Acute and Pennine Care Joint Health Scrutiny Committees.**
The Committee agreed the updates made to the Terms of Reference for the two Joint Scrutiny Committees.

- **Introduction from the GP Federation**

The Committee welcomed Michelle Armstrong and Dr Simon de Vial from the GP Federation who explained the work that was being carried out jointly with the majority of GPs across the borough. The Radcliffe Demonstrator was explained to the Committee and it was hoped that this model would be rolled out across the borough.

- **Bury Adult Autism Strategy**

The Committee received an update on the action plan that had been agreed during the 2012/2013 cycle.

- **Bury Mental Health Strategy**

The Committee received an update on the action plan that had been agreed during the 2012/2013 cycle.

- **Clinical Commissioning Group (CCG)**

The Chair and the Chief Executive (or their representative) of the Clinical Commissioning Group attended the majority of the meetings.

The CCG presented its 2014 – 2019 Strategic Plan to the Committee and asked for their input into its contents. They gave updates on the Healthier Together reconfiguration of services across Greater Manchester and how this would affect Bury Services. The Group also presented information relating to the future of the Paediatric Observation and Assessment Unit at Fairfield General Hospital.

Working Groups (Health Scrutiny)

Diabetes Group

The work of this Group was carried over from the previous years' work programme.

The service was to be provided jointly by Pennine Acute and Pennine Care Hospitals Trust and the group met with the Officers and medical practitioners who were working on implementing the roll out of the newly commissioned Integrated Community Diabetes Service.

The group asked that a report be presented to the Health Scrutiny Committee after 1 year of operation.

Healthier Together – Transport Issues Group

The Group received a presentation and report from Dan Cassell, the Transport and Access Project Manager for the Healthier Together reconfiguration.

The group were informed of the work that had been carried out in relation to public transport across Greater Manchester and the required changes to services and routes that would be needed to support the possible changes to health services. It was explained that as the consultation had not yet started it was impossible to know what the final provision would like.

The group asked that Dan Cassell attend a future meeting to discuss travel and transport issues when the consultation has begun.

Work of the Joint Health Overview & Scrutiny Committees (JHOSC)

The two Joint Health Overview and Scrutiny Committee were established jointly by Bury, Manchester, Oldham and Rochdale Councils to consider issues affecting the health of local people (the overview role) and to call the NHS to account on behalf of the local communities (the scrutiny role).

Each of these Councils has appointed three representatives to sit on each Committee.

Bury Councils representatives on the JHOSC for Pennine Acute for the year were; Councillor Bury, Councillor Stella Smith and Councillor Walker. For Pennine Care, Bury was represented by Councillor Grimshaw, Councillor Walker and Councillor Tariq.

The Terms of Reference and Working Principles of the Joint Health Overview and Scrutiny Committee's were updated to reflect changes in legislation affecting health service commissioning and health scrutiny. These have now been agreed by all the constituent local authorities and by the Pennine Acute Hospitals NHS Trust and will be implemented from the beginning of the 2014/15 municipal year.

Work undertaken by the JHOSC for Pennine Acute during 2013/14

The JHOSC commented on the Quality Account of the Pennine Acute NHS Hospitals Trust at the end of the municipal year 2012/13. This commentary was included in the published Quality Account in July 2013. The JHOSC also commented on the Quality Account of the North West Ambulance Service Trust (NAST) at the beginning of the municipal year 2013/14. Both commentaries were focussed on the areas of work undertaken by the JHOSC during 2012/13.

The JHOSC determined to undertake two reviews during 2013/14. The Committee reviewed CCG commissioning of Hospital (Acute) Services within the Pennine Acute Hospitals NHS Trust. This review included the consideration of services commissioned from Any Qualified Provider (AQP) for patients within the Pennine Acute Hospitals NHS Trust footprint. The review report was published in May 2014 and made the following recommendations:

- The Joint Committee recognises the need for it to scrutinise both the provision of acute services and the commissioning of those services. It needs to continue this scrutiny, build up relationships with the new Executive Board Members at the Pennine Acute Hospitals NHS Trust to continue the current good working relationship and further develop relationships with the CCGs.
- The Joint Committee would ask the CCGs to consider appointing one main contact with the JHOSC, preferably from the NE sector Commissioning Board. This would hopefully enable the development of good relationships with the Joint Committees and better communication and provision of information requested by the Joint Committee.
- The Joint Committee would ask the CCGs to monitor the effects of contracts with AQPs on the services the Trust is able to offer and the consequent effect on patients.
- The Joint Committee would ask the CCGs to consider the availability of public transport, the ease of access and the journey time for patients as part of the commissioning

decision for acute services. If the Pennine Acute Hospitals NHS Trust is proposing changes to acute services to the CCGs, their submission should include the consideration of transport.

The JHOSC awaits responses from the CCGs and the Pennine Acute Hospitals NHS Trust to these recommendations.

The second review undertaken by the JHOSC was of End of Life Care within the Pennine Acute Hospitals NHS Trust. This review will be completed early in the 2014/15 municipal year when the Liverpool Care Pathway is replaced by End of Life Care Plans.

Over the last year, the JHOSC has been monitoring waiting lists within the Pennine Acute Hospitals NHS Trust. This scrutiny has shown that, whilst the Trust has made huge progress to meet the 18 week referral to treatment target, there is work needed to improve the waiting times for follow up appointments, further appointments after a cancellation and time taken for further tests to be arranged and for test results to be provided. The JHOSC is pleased that the Trust will be undertaking work to improve these areas and will be scrutinising the improvements over the next year.

The Trust has now implemented all the JHOSC recommendations for communication with patients. Letters to patients have been reviewed and more common, standardised formats have been introduced. A Member of the JHOSC has been involved in the working group which reviewed all the letters sent to patients and made a proposal to improve patients' copies of letters to GPs. This proposal is currently being developed by the Trust.

The JHOSC has also been scrutinising the Healthier Together reconfiguration proposals for health services across Greater Manchester. These proposals have been delayed and it is now expected that there will be a public consultation during the 2014/15 municipal year. Whilst the scrutiny of the proposals will be the responsibility of the AGMA Health Scrutiny Panel, the JHOSC will ensure that it scrutinises any proposals affecting the hospital services offered across the Pennine Acute Hospitals NHS Trust footprint.

Work undertaken by the JHOSC for Pennine Care during 2013/14

This year the Joint Committee chose to focus its attention on the Pennine Care Foundation Trusts' whistleblowing policy. The policy was brought to the attention of the Joint Committee following allegations concerning the Pennine Care Trust's former Chief Executive.

The Joint Committee established a short term task and finish group to review the PC Trust's whistleblowing policy. The group examined the current policy and considered how these policies compared with other whistleblowing policies and evidence of good practice.

Members were in agreement that the Pennine Care Foundation Trust's whistleblowing policy was sufficient. However, members believed that there was evidence of good practice within other documentation that could be incorporated, added as appendices to the Trust's current policy.

The Joint Committee published a scrutiny review report containing seven recommendations:

1. The Pennine Care Foundation Trust develops a frequently asked questions factsheet for use by staff/patients who may wish to report a whistleblowing incident.

2. The Pennine Care Foundation Trust develops a "Raising Concerns at Work Form" for use by line managers if staff wish to report an issue of concern. The form should be registered centrally with a named person within the Trust.
3. The Pennine Care Foundation Trust develops a Whistleblowing flow chart for use by employees who may wish to report a whistleblowing incident.
4. The Trust holds a central register for all whistleblowing reported incidents. This information is reported to the Joint Health Overview and Scrutiny Committee for Pennine Care at regular intervals.
5. The Trust appoints a senior member of staff to act as a Whistleblowing champion/advocate.
6. The Pennine Care Foundation Trust amends the Whistleblowing policy to include an assumption that all complaints are made in good faith, unless proven otherwise.
7. The Joint Committee re-review (March 2015) the Pennine Care Foundation Trusts performance in relation to recommendations 1-6.

The Pennine Care Foundation Trust accepted all of the above recommendations and is taking to steps to implement them within the Trust.

The Joint Committee also reviewed the Drug and Alcohol services provided by the Pennine Care Foundation Trust, looked at the inequalities in physical health of those who experience mental health problems; considered the Trust's Service Development Strategy; received the Trust quarterly complaints reports and provided a commentary to Monitor on the Pennine Care Foundation Trusts Quality Account.

Member Development

Over the past twelve months there has been considerable Member development activity which has helped to expand the knowledge of Councillors sitting on Scrutiny Committees. As part of this year's Member Development Programme, all Elected Members were invited to scrutiny sessions facilitated by the Centre for Public Scrutiny. The sessions were well received and focussed on developing member led scrutiny, highlighting the importance of being outcome based and having access to relevant performance information.

Also through the Centre for Public Scrutiny the Council has signed up for self funded training events, which have delivered events relating to understanding the commissioning of services and the effective scrutiny of Adult and Children's Services.

Through North West Employers, Members and Officers have also had access to their training programme which has been designed to support North West councils in thinking through how their scrutiny function operates and its current and potential impact.

Contact Us:

For further information on the content of this report or about overview and scrutiny work in Bury, please contact us through the following methods:

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Overview and Scrutiny Committee – Work plan 2013-14

Item/Topic	Comments
Corporate Financial Monitoring Reports	Overview and Scrutiny Committee – quarterly updates from Cabinet Member
Corporate Plan Progress Reports	Overview and Scrutiny Committee - quarterly updates from Leader of the Council
Safeguarding Looked After Children (Action Plan)	Overview and Scrutiny Committee
Welfare Reform	Overview and Scrutiny Committee
Recycling – Update on recommendations	Overview and Scrutiny Committee
Neighbourhood Plans - (outline scope to look at current initiatives; partnership working arrangements; and the implications of upcoming national legislation)	Review carried out through Overview Project Group
Worklessness (outline scope to include a review of the new collection arrangements; examination of problems encountered by residents; and the arrangement for dealing with issues via the customer contact centre)	Review carried out through Overview Project Group
School Admissions	Carried out through Overview Project Group

Date of Meeting	Item – Presentation/Report	Attendee
30 May 2013	Health and Wellbeing Strategy	Graham Atkinson Audrey Gibson (or substitute)
19 June 2013	Work Programme	Pat Jones Greenhalgh Hemlata Fletcher
10 July 2013	Integrated Service Plan	Stuart North/Kiran Patel
28 Aug 2013	Annual Complaints Report – ACS Carers Strategy	Sharon Wells, Customer Services Manager (Complaints) – ACS Councillor Shori
22 Oct 2013	Update on Healthier Together Including:- Paediatric Observation and Assessment Unit – Fairfield Hospital Autism Strategy – Update Mental Health Strategy - Update	Nicola Onley – Partnership and Engagement Manager/Stuart North/Kiran Patel Kelly Stephenson – GMCSU Cllr Shori
10 Dec 2013	Bury Clinical Commissioning Group – Commissioning and commissioning intentions Introduction from Interim Director of Public Health & JSNA refresh Healthwatch Bury – introduction from Chair – update on work carried out and Healthwatch Work Programme Integrated Transformation Plan Fund (Integrated Care Plan)	Kiran Patel/Stuart North/Sharon Martin Lesley Jones Healthwatch Chair and/or Vice Chair Julie Gonda
28 Jan 2014	Update on Healthier Together and further implications Integrated Health & Social Care/Better Care Fund Plan	Bury CCG ACS
20 March 2014	GP Federation CCG Strategic Plan Community Services Procurement	Michelle Armstrong (Chief Officer) Bury CCG Bury CCG

Also:-

- Troubled families initiative
- Health and Wellbeing Board – updates/minutes etc
- Implications from Francis/Winterbourne/Keogh

Sub Groups/working groups

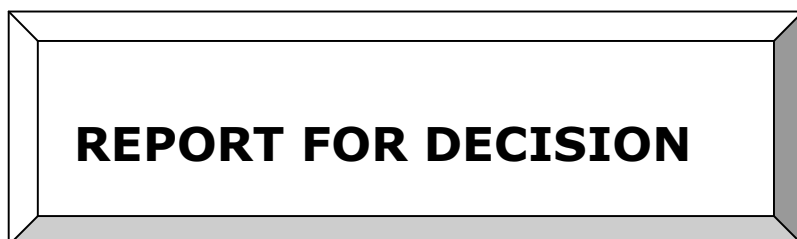
Transport issues – Healthier Together Cllrs D O’Hanlon, A Smith and S Smith -

Diabetes (Carried over from 2012/13)

Date of Meeting	Item/Topic
11 June 2013	Work plan approval by the JHOSC Finance and Staffing within the Pennine Acute NHS Trust Scrutiny of the Listening into Action programme Scrutiny of CCG commissioning of Acute Services Monitor Waiting Lists within the Trust Update on Nutrition (meeting standard 05) Training provision within the Pennine Acute NHS Trust (focus on cadets) Briefing on End of Life Care (to lead to a decision on further work)
16 July 2013	Scrutiny of CCG commissioning of Acute Services Scrutiny of the proposals for the Healthier Together review Commissioning of Acute Services (AQPs, waiting lists and transport) Update on the new contract for Patient Transport Services Scrutiny of End of Life Care
3 Sept 2013	Scrutiny of CCG commissioning of Acute Services Scrutinise the measures to improve life expectancy being taken by the Trust Consider progress report from Oldham Council on the Steering Group to develop a partnership to deliver Urgent Care in Oldham Scrutiny of End of Life Care
15 Oct 2013	Scrutiny of CCG commissioning of Acute Services (Prof Esmail GP) Update on the Pennine Acute NHS Trust's monitoring of patients who 'did not attend' outpatient appointments Monitor progress on the Trust's communication with patients Scrutiny of End of Life Care
26 Nov 2013	Scrutiny of CCG commissioning of Acute Services Scrutinise the progress of the Healthier Together review. Monitor the development of transport links to hospitals Scrutiny of End of Life Care
21 Jan 2014	Scrutiny of CCG commissioning of Acute Services Monitor Finance and Staffing within the Pennine Acute NHS Trust. Update on Dementia Care initiatives Monitor Waiting Lists within the Trust Scrutiny of End of Life Care
25 March 2014	Receive report on the scrutiny of CCG commissioning of Acute Services Receive report on Scrutiny of End of Life Care. Consider the content of the JHOSC's commentary on the Trust's Quality Account.

Date of Meeting	Issue/Topic
20 June 2013	Member training session - mental health matters
18 July 2013	Approval of work programme Resignation of Pennine Care Chief Executive Francis Report and Complaints Reporting within Pennine Care Foundation Trust Pennine Care Substance Misuse Service
12 Sept 2013	Inequalities in physical health of those who experience mental health problems Review of Terms of Reference Quarter 1 Complaints report
7 Nov 2013	Oldham CCG Community Services Tender Unison Health Report
12 Dec 2013	Pennine Care Service Development Strategy Pennine Care response to the Francis Report Quarter 2 Complaints report
7 Jan 2014	Task and Finish Group to review the Pennine Care Trust's Whistleblowing Policy
30 Jan 2014	Consideration of Pennine Care's Budget position Review of the Pennine Care Whistleblowing Policy
13 Feb	Visit Stockport Substance Misuse Service and meet with Staff and service users
3 April 2014	Question and Answer session with new chief executive Quality Account Review report – Substance Misuse Service Quarterly 3 Complaints Report

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Agenda Item	
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DECISION OF:	Council
DATE:	3 June 2014
SUBJECT:	Annual Progress Report - Township Forums
REPORT FROM:	Councillor Sandra Walmsley Cabinet Member, Communities and Community Safety
CONTACT OFFICER:	Cindy Lowthian – Communities Manager
TYPE OF DECISION:	COUNCIL
FREEDOM OF INFORMATION/STATUS:	This paper is within the public domain
SUMMARY:	<p>The Operating Framework for Township Forums includes a commitment to produce an annual progress report on the initiative for Full Council each year.</p> <p>This report provides an overview of progress made over the past year, particularly in relation to the development of Township Plans and the delivery of agreed outcomes. It also provides details of engagement (of community representatives and the public) in the work of Township Forums. It also highlights future opportunities and challenges for the forthcoming year.</p>

OPTIONS & RECOMMENDED OPTION	Option 1 (Recommended) 1. Note the contents of the report and progress made by Township Forums over the past year. Option 2 (Not recommended) 1. Reject the above recommendation	
IMPLICATIONS:		
Corporate Aims/Policy Framework:	Do the proposals accord with the Policy Framework? Yes	
Statement by the S151 Officer: Financial Implications and Risk Considerations:	There are no direct budget implications arising from the report. The importance of community engagement in the Plan for Change process is endorsed fully.	
Statement by Executive Director of Resources:	There are no additional resource implications	
Equality/Diversity implications:	Yes Equality Analysis was undertaken during the development of each Township Plan. These will be reviewed by each Township Forum during 2014/15 (as each develops their action plan for 2014/15).	
Considered by Monitoring Officer:	Yes	JH
Wards Affected:	All	
Scrutiny Interest:		

TRACKING/PROCESS**DIRECTOR: PAT JONES GREENHALGH**

Chief Executive/	Executive Member/Chair	Ward Members	Partners
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Strategic Leadership Team			
	21.05.14 (Cabinet Member for Communities/Community safety)		
Scrutiny Committee	Committee	Council	
		03.06.14	

1.0 BACKGROUND

- 1.1 The overall purpose of Township Forums is to promote better outcomes for the social, health, economic, and environmental wellbeing of each Township area. Township Forums engage with community representatives and local people to develop and agree priorities for their Township Plan. Township Plans help promote accountability of Township Forums to local people who have a means of monitoring the progress, performance and impact they make to the quality of life in their area.
- 1.2 This report provides an overview of progress made by Township Forums over the past year, particularly in relation to Township Plans. It also provides details of engagement of the community in the work of Township Forums. It highlights opportunities and challenges for the forthcoming year.

2.0 TOWNSHIP PLANS

- 2.1 Township plans are three year plans covering the period 2012 to 2015. Each plan includes an action plan which is reviewed at each township forum meeting. This action plan includes key projects and actions to be delivered over the coming year which contribute towards delivery of priorities within each Township Plan.
- 2.2 Township Plans have been developed through active engagement and discussions with Township Forum members, including councillors and local community representatives. Community engagement meetings were held during the summer of 2013 to refresh action plans for 2013/14. These meetings provided an opportunity for wider community representatives, partner organisations and residents to get involved in agreeing local priorities and projects. Township Plans are also a standing agenda item for public meetings of each Township Forum, providing further opportunities for residents to get involved.

2.3 **Appendix A** provides examples of the types of projects which have been co-ordinated and delivered through Township Plans during 2013/14. These include:

- Bury East Alcohol Prospectus Fund – this is managed through the Bury East Township Forum. Through participatory budgeting, 8 new projects have received funding to help tackle alcohol related problems in Bury East during 2013/14
- Our Place initiative – Radcliffe's Township Plan was used to support a successful bid to the national "Our Place" scheme – an initiative to help improve the health and wellbeing of residents in Radcliffe.
- Whitefield and Unsworth Township Forum- have overseen a number of projects aimed at improving health and wellbeing. In particular, they are working with the Alzheimers' society on a project entitled 'Dementia Friendly Communities' to be piloted in Whitefield.
- Prestwich Township Plan identifies town centre regeneration as a priority. The Prestwich Township Forum has a regeneration sub group to oversee and develop this work. This has been supported by Bury Council who has allocated £500k to help fund work on the A56 corridor.
- Bury West Township Forum's highways sub group have helped shape and promote a number of initiatives to help improve road safety across the Township area. These include the Street Safe initiative and Safer School projects. Work is also ongoing with local transport providers to influence local bus service provision within the Township area.
- Ramsbottom, Tottington and North Manor Township Forum have worked in close partnership with Great Manchester Police colleagues to establish new ways of tackling anti-social behaviour in the area. Through this new partnership approach with Police and partners both Ramsbottom and Tottington have seen significant decreases in anti-social behaviour (55% and 50% respectively) over the course of the last 12 months.

3.0 COMMUNITY ENGAGEMENT & TOWNSHIP FORUMS

Engagement (in the work of Township Forums) can be assessed both through advisory group involvement and public involvement/attendance at meetings.

- 3.1 **Advisory Group** - each Township Forum appoints advisory group representatives to contribute to the work of the forum and help shape Township Plans. These community representatives help improve the range of knowledge and expertise on each forum. In particular, they champion projects within Township Plans and use their networks to share information about the work of the Township Forum.
- 3.2 Advisory group membership for 2013/14 (across the six township forums) included representatives from a wide range of community groups. These include Tenant and Resident Associations, Older People Forum, Asian Development Association of Bury, Christian and Jewish faith representatives, Rural Equalities Forum, Heritage and Conservation groups, Homewatch, Housing Associations,

business representatives, young people and 'Friends of Park' groups. Township Co-ordinators also work with local partners to inform the development of Township Plans. These include Children Centres, business groups, health representatives and the Police.

3.3 Public Attendance

Work to encourage greater resident involvement in Township Forums over the past year has included:

- Promotion of meetings through extensive database of approximately 1400 local community groups and organisations (across Bury).
- Adverts on media screens in council reception points
- Councillors promoted via their networks as Community Champions
- Advisory group members promoted through their networks
- Posters (disseminated through Township Forum members)
- Press release issued prior to each Township Forum meeting
- Use of social media (twitter and facebook streams) promoting each Township Forum
- Promotion through meetings/groups throughout the year e.g. Youth Cabinet, Children Centres, Bury Circles of Influence event, Rainbow March, Radcliffe 'Rumi' event, Bury Parents Partnership event, Neighbourhood Watch Conference, Parks Forums and Tenant/Resident Associations
- Articles in Bury Third Sector Development Agency (B3SDA) bulletins
- Promotion via Bury's Contact Centre.

Table 1 (below) provides an overview of public attendance at each Township Forum meeting during 2013/14. The table shows that overall attendance has increased throughout the year by 31.40% (compared to the previous year). In particular, Radcliffe has seen attendance increase by 280% over the past year.

Table 1 – Public Attendance – Township Forum Meetings

	June 2013	July 2013	Sept 2013	Nov 2013	Jan/Feb 14	March 2014	2013/14 Total	2012/13 Total	% change
Bury East	10	15	5	28	17	14	89	60	+48.33
Bury West	8	6	15	16	8	12	65	61	+6.55
Prestwich	17	9	18	21	22	39	126	148	-14.86

Radcliffe	11	14	38	60	40	12	175	46	+280.43
RTNM	14	30	15	17	5	15	96	102	-5.88
W&U*	26	19	30	126*	32	32	265	204	+29.90
Total	86	93	121	300	124	124	816	621	+31.40

**Whitefield and Unsworth Township Forum organised an additional public meeting on 2 November 2013 to discuss local transport issues. 94 members of the public attended this meeting in addition to 32 at the November Township Forum meeting.*

3.4 The value of the Township Forums is also recognised in major public consultation and engagement exercises. During 2013/14 this has included the following:

- Plan for Change 3
- 'I Will if You Will' initiative
- Bury Core Strategy
- Fostering Team- to promote fostering across the borough
- Local Flood Risk Management Strategy
- Joint Drug and Alcohol Strategy
- Health and wellbeing consultations e.g. Healthier Together and Joint Strategic Needs Assessment consultations

3.5 Township Forums also provide an opportunity to engage residents on local issues bespoke to each Township area. These local issues have included local transport issues, local festivals, community events and road safety issues.

4.0 FUNDING

4.1 Community Funds

4.2 In the last year Bury Council has allocated more than £827,000 through the Communities Team to third sector organisations and community groups. In total, 142 different organisations have been supported in their work to improve the circumstances of individuals and communities across Bury. The funds are allocated via a number of grant schemes where priority is given to projects that are run by constituted groups of local volunteers. These funding schemes include:

- Community Fund
- Commissioning Fund
- Small Grant Fund
- Police and Crime Commissioner's Fund
- 'I Will If You Will' Fund
- Community Learning Partnership Fund

- Bury East Alcohol Prospectus Scheme

- 4.3 Funding reports are a regular item on Township Forum agendas, providing the opportunity for Township Forums to consider how funding decisions relate to the priorities and actions agreed within their Township Plan. Examples of the type of community projects funded and how they link to priorities within Township Plans is shown in **Appendix B**.

5.0 FUTURE OPPORTUNITIES AND CHALLENGES

5.1 Budgetary challenges

- 5.2 The Council faces significant financial challenges over the next five years. The severity of this challenge will require important questions to be asked about how we can continue to achieve local priorities, build community resilience and safeguard those most at risk. Community engagement and involvement will play an important part in helping to generate ideas to achieve massive savings and protect resources for those areas that need it most. Township Forums can play an important role in helping us to do this.

5.3 Chairs Meetings

- 5.4 As in previous years, a meeting of Chairs and Vice Chairs of each Township Forum will take place in autumn 2014 (once the Chairs/Vice chairs have been appointed for the year ahead). These meetings provide an opportunity to share good practice across Township Forums. They also provide an opportunity to 'induct' any new chairs appointed into their new role.

5.5 Engagement – Young People

Throughout 2013/14 we have continued to promote opportunities for young people to become involved in Township Forums. This has included lowering the age to 14 (from 16) for young people to become advisory group representatives. In turn, this led to the appointment of a 15 year old young person's advisory group representative on the Ramsbottom, Tottington and North Manor Forum. Discussions have also been held with Bury's Youth Cabinet. Feedback includes the need to engage young people in different ways on the work of Township Plans, and not only at the more formal meetings of each Township Forum. A group of interested young people are working with us through the Bury East Township Forum. They are helping to shape proposals for better engagement of young people in the work of the Forums during 2014/15.

6.0 CONCLUSION

- 6.1 Over the past year, Township Forums continue to lead, deliver and shape key initiatives including work through the Prestwich Regeneration sub-group, Our Place Initiative (Radcliffe), Dementia Friendly Communities (Whitefield) and Bury East Alcohol Prospectus Scheme. Each Township Forum has reviewed and

refreshed their Township Plan to reflect local priorities. **Appendix A** shows the type of projects and initiatives progressed by each Forum through their Township Plan. In addition to this, Township Forums have facilitated major public consultation exercises in relation to a range of service areas, including Plan for Change 3.

- 6.2 During 2013/14 work has continued on the promotion of Township Forums and to encourage local people to become involved. This has seen overall public attendance figures increase by over 31% compared to 2012/13.

List of Background Papers:-

Contact Details:-

Cindy Lowthian
Communities Manager,
Communities and Wellbeing
Telephone - 0161 253 5121
C.Lowthian@bury.gov.uk

Outcome 1: Improved health and wellbeing			
Township Forum	Project/ Action	Role of Township Forum	Update/Measure of success
Prestwich	<p>A range of projects delivered including:</p> <ul style="list-style-type: none"> • 'Incredible Edible', • 'Can you Dig it' at Butterstile Children Centre • Bury Healthier Communities project (targeting minority communities) • Healthy cooking courses • I Will if You Will • Eco Toasty campaign 	<p>Promotion/ Shaping</p> <p>Promotion/ Influencing</p> <p>Promotion/ Influencing</p> <p>Promotion</p>	<ul style="list-style-type: none"> • Support and raise awareness of Incredible Edible, Increase potential for planters with herbs and vegetables for all. • Voluntary organisation, Bury healthier communities reaches minority communities to help deliver messages and training on health and social welfare. Have delivered health messages via the mosque in Prestwich. Delivery of first aid, smoking cessation and healthy lifestyle course via the mosque and made links with Children's centres. • Healthy Cooking courses delivered from Toodle Hill Children's Centre. • Bury Healthier Communities Group organised Eid Party at end of October at Toodle Hill Children's Centre. Multi cultural event to celebrate diversity in the area. • Fitness class taster sessions delivered at various community locations including Maccabi Centre

			<ul style="list-style-type: none"> • Outdoor gym equipment installed in St Mary's Park. • Child Safety Course (accident prevention and basic first aid) being delivered from Toodle Hill Children's Centre. • "All About Me" course re personal health and wellbeing. • Mums 'get fit' sessions at Sedgley children centre • Prestwich Township Forum actively promotes and supports the IWIYW - fitness activities being delivered in a number of venues across the area including outdoor gym which the Township Forum secured funding for. • Reduce fuel poverty and its effects through active promotion of the "Toasty Campaign" to enable residents to access energy efficiency measures (awaiting performance figures).
Whitefield and Unsworth	<p>Initiatives include:</p> <ul style="list-style-type: none"> • Healthy eating on a budget – courses delivered from Besses Children Centre 	Promotion/ Shaping	Whitefield & Unsworth Township Forum, working with key partners have developed a Health and Inequalities group. This group has delivered projects including:

	<ul style="list-style-type: none"> • Joint partnership with Besses children centre – action plan developed to address health inequalities in the local area • Work with local bus operator to explore opportunities to shape transport provision to Blackford House Health Centre • Pharmacy provision on Hillock estate • Healthy eating and grow your own. • I Will if You Will • Eco Toasty Campaign 	<p>Shaping/ Influencing</p> <p>Lobbying</p> <p>Lobbying</p> <p>Promotion</p> <p>Promotion/ Shaping</p> <p>Promotion</p>	<ul style="list-style-type: none"> • Tackling Childhood obesity- encourage healthy eating, courses aimed at older children. • Healthy Eating on a budget courses delivered from Besses Childrens Centre on Victoria site. • Action Plan development and facilitated by Township Co-ordinator addressing local issues. • Work with local bus operator to explore opportunities to improve access to Blackford House Health Centre. • Public Meet 8 April & representation at 10 April Health and Wellbeing Board meeting. Outcome: Pharmaceutical Needs Assessment will be undertaken. Members to take part in consultation process. • Promote Pharmaceutical Needs Assessment consultation to wider Township Forum database and social media. • Council funding for allotment at Eden Gardens, now thriving having been rejuvenated. Regular educational events and sales of own
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			<p>grown produce.</p> <ul style="list-style-type: none"> • Whitefield & Unsworth Township Forum actively promotes and supports the IWIYW campaign, act as champion & attend management meetings - fitness activities being delivered in a number of venues across the area. • I Will if You Will taster sessions being provided at a variety of community venues including buggy baby bootcamp. • Actively promote ECO Toasty 2013 campaign to enable people to access energy efficiency measures
Ramsbottom, Tottington and North Manor	<p>Initiatives include</p> <ul style="list-style-type: none"> • I will if You Will initiative • Affordable warmth scheme 	<p>Promotion / shaping</p> <p>Shaping/Influencing/Promotion</p>	<ul style="list-style-type: none"> • Actively promote and support IWIYW campaign, act as critical friend & attend Task & Finish Group meetings • Fitness activities being delivered in a number of venues across each ward, including buggy bootcamp, zumba classes and fitness parties. • I Will if You Will taster sessions being provided at a variety of community venues in RTNM wards. • Worked in close partnership with colleagues from Carillion and

			<p>GMEAS to agree priorities for RTNM.</p> <ul style="list-style-type: none"> Involved in developing Marcomms plan for RTNM promotional events
Bury East	<ul style="list-style-type: none"> Bury East Alcohol Prospectus Scheme – a project aimed at tackling alcohol related anti-social behaviour & health inequalities 	Governance & delivery	<ul style="list-style-type: none"> Township Forum led on the development of an innovative Participatory Budgeting model 8 new projects funded via Participatory Budgeting in 2013/14 These projects positively impacted on health of young people in Bury East through the following outcomes: <ul style="list-style-type: none"> Op Henbury Engaged with 32 young people and none came to attention of GMP in following 6 months Assertive Outreach project provided outreach support to 237 young people engaging in or at risk from alcohol use in the Bury East area Earlybreak holistic therapy sessions engaged 14 young people with substance misuse issues 2 families referred to the

	<ul style="list-style-type: none"> • South Asian Mental Health Cluster project 	Promotion	<p>Holding Families program for issues around parental substance misuse</p> <p>Street Pastors project engaged vulnerable drinkers in town centre, saving the life of a 16yr old following a serious attack.</p> <ul style="list-style-type: none"> • Project was presented at Township forum and new links made between project and partners as a result
	<ul style="list-style-type: none"> • I will if You will initiative 	Influencing/Promotion	<ul style="list-style-type: none"> • Actively promote and support IWIYW campaign, acting as critical friend & attend Task & Finish Group meetings • Fitness activities being delivered in a number of venues across Bury East, including buggy bootcamp, zumba classes and fitness parties. • I Will if You Will taster sessions are provided at a variety of community venues in Bury East wards.
	<ul style="list-style-type: none"> • Affordable Warmth Scheme 	Promotion/Influencing	<ul style="list-style-type: none"> • Worked in close partnership with colleagues from Carrilion and GMEAS to agree priorities for Bury East.

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Appendix A – Projects and Township Plans

	<ul style="list-style-type: none"> • Accredited First Aid Courses • Joint initiatives/work with local children centre (supported through Township Co-ordinator) 	9	<p>future TF Meeting</p> <ul style="list-style-type: none"> • Fruit and Veg scheme set up at Daisyfield Children's Centre. Healthy Start vouchers can be used to buy the fruit and veg. • 25 individuals have completed first aid training. Evaluation shows that 65% are now more confident in handling an emergency situation. • All the above schemes discussed and approved at CC management meeting
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Outcome 2 – Thriving Economy			
Township Forum	Project/Action	Role of Township Forum	Update/Measure of success
Prestwich	<ul style="list-style-type: none"> Prestwich Town Centre Regeneration project Backing Young Bury including 'Connecting Provision' scheme 	<p>Oversee/shape and advise (through sub-group)</p> <p>Promotion/Influencing</p>	<ul style="list-style-type: none"> Successful community clean up campaign (over 70 volunteers) Branded banners in place down A56 promoting 'shop local' campaign Bury Council allocated £500k to help deliver regeneration of A56 corridor Opening of Prestwich works in partnership with JCom, providing information and assistance on work and training opportunities. Includes signposting and assistance with welfare reform and changes. Prestwich Works to date have managed to get more than 30 people into employment. Job Club weekly from Toodle Hill Children's Centre. 1 young person from Prestwich has undergone training and secured 6 months paid placement with Bury

			Council.
Whitefield and Unsworth	<ul style="list-style-type: none"> • Job Club • Changing Lives Project (building employability skills) • Support/involvement in Community Learning Partnership • Backing Young Bury including 'Connecting Provision' scheme 	<p>Promotion/ Influencing</p> <p>Promoting/shaping</p> <p>Promoting/shaping</p> <p>Promotion/ Influencing</p>	<ul style="list-style-type: none"> • Job Club established at Besses Children Centre. • Besses Health and Inequalities group (a sub group of the Whitefield & Unsworth Township Forum) has created an inter-agency action plan (for families with young children). • Satellite provision from Besses Children Centre at Whitefield Primary school; will increase and improve access for all parents on Victoria and surrounding areas. • Computer courses for beginners at the Elms, taster sessions and employability skills. Several members now in full time employment through this scheme and education courses. Changing lives project delivering taster sessions, 4 ladies from cookery course enrolled on employability skills training in January. Successful candidates now in employment. • Township Forum represented on the Community Learning Partnership helping to shape local

Appendix A – Projects and Township Plans

			provision. <ul style="list-style-type: none"> 1 young person from Whitefield has undergone training and secured 6 months paid placement with Bury Council.
Ramsbottom, Tottington and North Manor (RTNM)	<ul style="list-style-type: none"> Backing Young Bury including 'Connecting Provision' scheme 	Influencing/Promotion	<ul style="list-style-type: none"> 2 RTNM based young people successful in securing 6 month paid placements – August 2013 1 additional candidate successful in January 2014 New cohort (12) to be interviewed by panel including Township Coordinator – September 2014
Bury East	<ul style="list-style-type: none"> Backing Young Bury including 'Connecting Provision' scheme 	Promotion /Influencing	<ul style="list-style-type: none"> 1st Cohort (August 2013) – 3 young people from Bury East secured 6 month paid placements 2nd Cohort (January 2014) – 3 young people from Bury East secured 6 month paid placements New cohort (12) to be interviewed by panel including Township Coordinator – September 2014
	Launch of the Community Learning Partnership (CLP)	Influencing/Promotion	<ul style="list-style-type: none"> 2 members of Bury East Township Forum involved in CLP steering group meetings in advisory

			capacity
Radcliffe	<ul style="list-style-type: none"> Backing Young Bury including 'Connecting Provision' scheme. Backing Young Bury 'Careers and Skills Event' 	<p>Promotion/Influenced</p> <p>Promoted/Influenced</p>	<ul style="list-style-type: none"> 1st cohort (August 2013) – 1 young person completed 6 week placement with Bury Council 2nd Cohort – x1 Radcliffe based young person secured 6 month paid placement
Bury West	<ul style="list-style-type: none"> Backing Young Bury including 'Connecting Provision' scheme Backing Young Bury 'Careers and Skills Event' Job Club – Daisyfield Children Centre 	<p>Promoted</p> <p>Promoted</p>	<ul style="list-style-type: none"> 1st cohort (August 2013) - 3 young people secured 6 month paid placements from Bury West Township Forum helped to promote the event across Radcliffe. 532 young people from across Bury attended. 19 families received support to find work over a 6 month period, 5 referred to work Solutions and 4 have gone on to secure employment

Outcome 3 - Community Safety, Pride and Belonging			
Township Forum	Project/Action	Role of Township Forum	Update/Measure of success
Prestwich	<ul style="list-style-type: none"> Joint work with police and other partners to address local issues – updates reported to township forum 20mph zones Be Safe Be Cool Project Actively promote and support community events Community clean up days 	<p>Lead (through township co-ordinator)</p> <p>Shaping Promotion Promote/support</p> <p>Promote</p>	<ul style="list-style-type: none"> Number of local issues resolved/addressed through joint work e.g. Safer school parking charter launched at Our Lady of Grace Prestwich. Set up "PAG"- Partnership Action Group to target issues of ASB and crime in the area on a multi agency basis. The group also looks at particular perpetrators and vulnerable victims of crime. 20mph zones Bent Lane/ Ostrich Lane area, Woodhill Drive area, Sedgley Park area. Successful delivery of BSafe BCool project to all year 9 pupils in the 3 secondary schools across Prestwich during October 2013 delivering messages on personal safety, crime, consequences of crime, anti social behaviour, peer pressure and affects of drugs and alcohol Weekly Community Police Surgery

			<p>every Tuesday 5pm-6pm at Sedgley Children's Centre.</p> <ul style="list-style-type: none"> • Number of events successfully held including: Prestwich Clough Day, Carnival, Festwich, Parklife , Toodle Hill Multi-cultural event • Community clean up days held in Polefield, Bent Lane/Rectory, Milton Road (Six Town Housing) • Installation of Eruv in Prestwich area.
Whitefield and Unsworth	<ul style="list-style-type: none"> • Street Safe Schemes • Provision of youth facilities for young people on Victoria estate • Actively promote and support community events • Community clean up days • Promote volunteering in Whitefield and Unsworth • Tackling ASB in Whitefield and Unsworth 	<p>Promote/shape</p> <p>Promote/shape</p> <p>Promote</p> <p>Promote</p> <p>Promote</p> <p>Promote/support</p>	<ul style="list-style-type: none"> • Streetsafe schemes installed at Egerton Road and Hamilton Road. Clyde road area in progress and ready for an operative order • Promoting and support Friends of Whitefield & Unsworth Parks recruitment drive and volunteer sign up. • Funding for Elms in bloom via various local authority sources, and six town Housing. • Six Town Housing community clean up days in Victoria and Hungers Hill • 19 adults and 6 youths (aged 14 - 16) volunteers recruited and trained at Victoria Estate youth

			<p>club.</p> <ul style="list-style-type: none"> • Successful in obtaining venue for youth facilities and activities for Victoria Estate. • Through the active promotion of May's Scam Awareness Month residents have come forward about a scam they had been targeted with which is now registered on the national Action Fraud database. • Regular PACT meetings with Bury South Police division and other partners to identify and address appropriate local issues as they arise to tackle areas of low level crime, antisocial behaviour on a partnership working basis (e.g. at Township Forum meetings and through local community representatives). • Number of events held including parks events and Halloween Festival - reducing ASB figures through positive awareness, holiday activities for young people, IWYIW, Boz Park. • Support and promotion for Whitefield Halloween Festival to reduce ASB figures (20/10-3/11
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Appendix A – Projects and Township Plans

			<p>2012 = 24 compared with 20/10-3/11 2013 = 23) During this period, ASB figures in Whitefield/Unsworth remain constant despite a rise across the Borough.</p> <ul style="list-style-type: none"> ASB team actively assessing troubled areas tackling targeted areas with vulnerable and elderly residents.
Ramsbottom, Tottington and North Manor	<ul style="list-style-type: none"> Developed the Bury North Partnership Action Group with a focus on Crime and Anti-social behaviour (ASB) issues 	<p>Shaping/Influencing/Promotion</p>	<ul style="list-style-type: none"> Township Forum worked closely with colleagues from GMP and community safety team to develop new ways of working in regards to anti-social behaviour issues 2 out of 3 wards in RTNM show a decrease in Rowdy and Inconsiderate behaviour. March 2013 and 2014 figures show the following decreases: Ramsbottom 55% Tottington 50% <p>North Manor showed increase in ASB and this will inform a fresh focus on issues in this ward for 2014/15</p>
	<ul style="list-style-type: none"> Township Forum 	<p>Shaping/Influencing</p>	<ul style="list-style-type: none"> Representation secured from 2 faith representatives on Township

	developing links with key faith groups in RTNM		Forum Advisory Group
Bury East	<ul style="list-style-type: none"> Bury East Alcohol Prospectus Scheme – Addressing alcohol related anti-social behaviour Bury North Partnership Action Group - focus on Crime and Anti-social behaviour issues in Bury East Town Centre Partnership Action Group - key focus on the night time economy 	<p>Governance & delivery</p> <p>Shape/Influence/D eputy Chair</p> <p>Shape/Influence/D eputy Chair</p>	<ul style="list-style-type: none"> £90k secured from £1m govt Alcohol Prospectus fund Innovative Participatory Budgeting model introduced to engage community in delivery ASB figures for East Bury decreased by 34% from March 2013 - March 2014 All 3 wards in East Bury show a decrease in Rowdy and Inconsiderate behaviour. March 2013 and 2014 figures show the following decreases: Moorside 17% East 42% Redvales 33% Rowdy and inconsiderate behaviour in Town Centre decreasing Figures for March 2013 and 2014 show decrease of 13 incidents (down 34%)

	Streetsafe 20mph zone Initiative	Shaping/Influencing	<ul style="list-style-type: none"> • Positive impact on perceptions of crime for Township Forum attendees • Township Forum consultation allowed members of forum and residents to influence which streets were chosen for inclusion in the scheme
Radcliffe	<ul style="list-style-type: none"> • Making Radcliffe Safer Campaign 	Influenced/Shaped / Negotiated	<ul style="list-style-type: none"> • Local initiatives to reduce ASB through early intervention and prevention i.e. continued work with Police and ROC Centre • Friday night football scheme in Radcliffe 120 young people registered. Exploring the opportunity to expand this scheme into Ainsworth • Regular Partnership Action Group (PAG) meetings with Police/local partners to identify and address issues through a partnership approach • Be Safe/Be Cool initiative delivered in Bury West schools • Making Radcliffe Safer Campaign –

			'Safe Plating' days held, dark nights project and a weekly police surgery now held at the ROC Centre for local residents
Bury West	Improve Community Safety	Influenced/Shaped	<ul style="list-style-type: none"> • Reduced ASB through local early intervention and prevention initiatives i.e. youth provision at the Elton Centre • ROC youth club re-established at the Elton Centre, running monthly from January 2013 • Regular Partnership Action Group (PAG) meetings with Police/local partners to identify and address issues through a partnership approach • Be Safe/Be Cool initiative in local schools • Dark Nights project leaflets and light timers distributed to local residents • Police surgery held at the Children's centre every 2 months so local residents can get advice and support on any concerns they have about their local community

Township Plan	Priority (one example taken from each Township Plan)	Community Projects funded (examples)
Bury East	Community Cohesion & Integration	<ul style="list-style-type: none"> • Pimhole TRA – Production of a community newsletter • Muslim Christian Forum - Christian Eid party • Easter Trip - Eagles Wing • Pimhole Residents Association - Administration costs for running the association • Seedfield TRA - Meeting room costs
	Health & Wellbeing	<ul style="list-style-type: none"> • Bury FC - Pitch hire • Openshaw Management Bowling - • Prizes & refreshments for bowling tournament • Beasties Junior Youth Club - Equipment for group • Openshaw Management Bowling - Re-glaze the pavilion • Holly Social Club - Seasonal plants & compost • New Springs community group • Coach trip to zoo
	Educational Attainment	<ul style="list-style-type: none"> • First Light Film - Pay for professional training

Bury West	Promote Community Safety (including positive activities for young people)	<ul style="list-style-type: none"> • Brandlesholme Residents Association – to improve recreation facilities • Brandlesholme Community Group –to organise a fun day • Walshaw Park Junior Football – to purchase training top • Old Hall PTA – new equipment/games for fundraising • Woodbank Cricket Club – community event (bonfire night)
Prestwich	Community Pride and Belonging	<ul style="list-style-type: none"> • Prestwich Carnival - To organise the carnival • Prestwich Clough Centenary Group - Bands for Prestwich Clough, Marquee for Prestwich Clough • Prestwich British Legion - To revamp one of the community rooms • Prestwich & Whitefield Explorer Unit - Equipment Tents & stoves • Prestwich Asian Womens Comm - Exercise class • The Big Knit - To purchase wool to knit blankets • Jitahidi - To develop the group with meetings and events • 1st Lancashire Scout Group - Scout equipment • Bailey St Bowling Association - Petrol lawnmower & strimmer • PTA Sedgley Park School - Notice board • Highfield Rd Allotments Assoc. - Skip hire • St Mary's Bowling - pay towards planning application
	Improved Health & Wellbeing	<ul style="list-style-type: none"> • Incredible Edible - To hire a marquee for the Eco-fair, display board & plants
	Improved Educational Attainment/Learning	<ul style="list-style-type: none"> • Prestwich & Whitefield Heritage Society - To purchase a digital projector & fund the heritage museum in Prestwich library

	Improved Community Safety	<ul style="list-style-type: none"> • Village Greens (Prest) Co-op Ltd - PC equipment • Prestwich Methodist Youth Assoc - Building positive relationships to reduce ASB, alarm system & locks
Radcliffe	Educational Attainment/Learning Opportunities	<ul style="list-style-type: none"> • Street Dance – room hire for a 10 week dance course • Radcliffe Borough Rounder's Club – to purchase rounder's kits • Radcliffe Traders – to organise the Radcliffe Dance Off • East Lancashire Cricket – to hold a family fun day and taster sessions
Ramsbottom, Tottington and North Manor	<p>Improved Health & Wellbeing</p> <p>Improved Employment Opportunities</p> <p>Community Cohesion & Integration</p>	<ul style="list-style-type: none"> • Summerseat Village Comm - Gardening Equipment • Tottington Holiday Play Scheme - Continue the holiday play scheme • Greenmount Pre School – Provision of a sensory garden • Tottington Sports Club - Tottington Big Day Out toilet hire/flooring • Old Hall PTA - New equipment/games • Friends of St Johns - Asbestos testing • Tottington Park Bowling - Extend existing shelter • Ramsbottom Business Group - Marquee & power • Greenmount Village Comm - Improve War Memorial, erect flower baskets • Hawkshaw Methodist - Hire of hall and speakers • Greenmount Village Comm - Restorative work around the war memorial • Tottington Civic Society - Replacing fencing and moving stone • Affetside Choir

		<ul style="list-style-type: none"> To buy a keyboard case
Whitefield and Unsworth	Improved Health & Wellbeing	<ul style="list-style-type: none"> Eden Garden Allotment Association - To purchase a garden shed for the allotment, Purchase planks & topsoil Incredible Edible - Flower beds at fire station, Bird netting & skip hire Girlguiding Whitefield and Radcliffe - To purchase a projector
	Improved Educational Attainment/Learning	<ul style="list-style-type: none"> Whitefield Business Group - cost towards Halloween festival 25th Prestwich and Whitefield Scouts - To upgrade building security
	Improved Community Safety	<ul style="list-style-type: none"> Old Hall Parks Residents - Dog fouling project Unsworth Football club - Football Goal posts Whitehead Park Community Café - To update the Whitehead Park Pavilion Prestwich & Whitefield Townswomens guild - To pay for a mini-bus for days out
	Community Pride and Belonging	<ul style="list-style-type: none"> Victoria TRA - To purchase a PA and speakers, to purchase selection boxes, Running costs Whitefield Painting Group - Room hire/model fees Whitefield Comm Graveyard - purchase materials Prestwich & Whitefield Explorer Unit - Equipment Tents & Stoves Elms Community Centre - To purchase prizes for Elms in Bloom Comp, To purchase 2 playpens for the playgroup Cornerstone Coffee Shop - to purchase fridge, Hoover Whitefield Painting Group - Room hire/model fees

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REPORT FOR DECISION

Agenda Item	
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DECISION OF:	Annual Council
DATE:	3 June 2014
SUBJECT:	Joint Health Scrutiny Arrangements and Healthier Together
REPORT FROM:	Assistant Director, Legal & Democratic Services
CONTACT OFFICER:	J M Hammond
TYPE OF DECISION:	COUNCIL
FREEDOM OF INFORMATION/STATUS:	This paper is within the public domain
SUMMARY:	This report sets out proposed new arrangements for the purpose of scrutinising the NH in Greater Manchester
OPTIONS & RECOMMENDED OPTION	<ul style="list-style-type: none"> • Approve the revised Terms of Reference and the renaming of the Greater Manchester Joint Health Scrutiny Panel to the Greater Manchester Joint Health Scrutiny Committee • Approve the Greater Manchester Joint Health Scrutiny Committee for the purposes of the Healthier Together consultation.
IMPLICATIONS:	
Corporate Aims/Policy Framework:	Do the proposals accord with the Policy Framework? Yes

Statement by the S151 Officer: Financial Implications and Risk Considerations:	There are no direct financial implications.
Health and Safety Implications	There are no health and safety implications
Statement by Executive Director of Resources (including Health and Safety Implications)	There are no direct resource implications.
Equality/Diversity implications:	There are no equality/diversity implications arising from this proposal.
Considered by Monitoring Officer:	Yes
Wards Affected:	All
Scrutiny Interest:	

TRACKING/PROCESS

DIRECTOR: Mike Owen, Executive Director of Resources and Regulation

Chief Executive/ Strategic Leadership Team	Cabinet Member/Chair	Ward Members	Partners
Scrutiny Committee	Cabinet/Committee	Council	

1. Summary

- 1.1 Greater Manchester local authorities previously agreed to set up a Joint Health Scrutiny Panel for the purposes of scrutinising the NHS in Greater Manchester.
- 1.2 The NHS in Greater Manchester plan to launch a formal consultation on Healthier Together, a major programme of health service reform. Under the Health Scrutiny Regulations the affected local authorities are required to appoint a Joint Scrutiny Committee for the purposes of responding to the Healthier Together consultation. This report recommends that the existing Greater Manchester Joint Health Scrutiny Panel be formally appointed as the Joint Scrutiny Committee for the purposes of the Healthier Together consultation.

- 1.3 A review of the existing Panel's Terms of Reference has been carried out to ensure that they are fit for purpose. In addition to responding to the formal consultation requirements of Healthier Together, it is proposed to refresh the Terms of Reference to bring these up to date, reflecting the changing structure of the NHS and scrutiny requirements.
- 1.4 The revised Terms of Reference suggest renaming the existing Panel as the Greater Manchester Joint Health Scrutiny Committee. This more accurately reflects the status of the scrutiny committee (as defined at Regulation 30 of The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 ("the Health Scrutiny Regulations")) and the language used by members and the NHS in GM.
- 1.5 Any joint health scrutiny committee is not a Committee of the GM Combined Authority or the AGMA Executive, and therefore decisions about the Joint Scrutiny arrangements need to be taken by the individual local authorities.

2. Current Joint Health Scrutiny arrangements

- 2.1 Greater Manchester local authorities previously agreed to constitute a Joint Health Scrutiny Panel for the purposes of undertaking all the necessary functions of health scrutiny¹. The rationale for a standing Greater Manchester Health Scrutiny Panel is based upon:
 - A coherent Greater Manchester health economy which increases the likelihood of GM-wide service change.
 - The need to develop collective understanding of health issues amongst the membership of the Panel, and to build relationships with the NHS in Greater Manchester so that an open and partnership based approach to scrutiny can be maintained.
 - The opportunity to provide an advisory group for the NHS which can help determine which service changes should be considered substantial and proceed to formal consultation.

3. Healthier Together

- 3.1 For the purposes of the Healthier Together NHS consultation, Greater Manchester councils are required by the Health Scrutiny Regulations to appoint a Joint Scrutiny Committee for the purposes of the consultation. The Joint Scrutiny Committee will be the body that acts as the formal consultee and has the power to refer the proposals to the Secretary of State.
- 3.2 The Health Scrutiny Regulations set out the responsibilities upon the NHS in relation to consultation with local authorities:
 - In summary, where a "responsible person" (which in the case of the Healthier Together Consultation is the Committees in Common (CiC) of the Association of Greater Manchester Clinical Commissioning Groups) has under consideration any proposal for a "substantial development of the health service in the area of a local authority", or for "a substantial

¹ In accordance with the Health and Social Care Act 2001 relating to reviewing and scrutinising health services matters where these are at a Greater Manchester level, and to provide a body to which Health Services Providers have a duty to consult under the Local Health Regulations 2013.

variation in the provision of such service” the person must consult the authority.

- The affected authority may report to the Secretary of State in writing where it is not satisfied that consultation on the proposal i) has been adequate, or ii) if it feels that the proposal would not be in the best interests of the health service in its area.
- Where a responsible person is required to consult more than one local authority, the Health Scrutiny Regulations require that those local authorities *must* appoint a joint overview and scrutiny committee for the purposes of the consultation. The NHS has taken legal advice and confirmed that only Greater Manchester local authorities will be affected by Healthier Together proposals for the purposes of this consultation.

3.3 The Council should be aware that under the Health Scrutiny Regulations *only* the joint scrutiny committee may make comments on the Healthier Together proposals, request provision of information, and request members or employees of the responsible person to attend it to answer questions. It should be stressed that NHS colleagues supporting Healthier Together have committed to engaging local Health Scrutiny Committees throughout the process (although these Committees will not have the *powers* to request attendance or information, or to refer the consultation to the Secretary of State).

3.4 It is proposed that the existing GM Health Scrutiny Panel be formally appointed as the Joint Scrutiny Committee for the purposes of the Healthier Together consultation.

3.5 The current GM Health Scrutiny Panel has received updates on Healthier Together within regular briefings on issues of strategic importance to the NHS. Meetings of the GM Health Scrutiny Panel were held on 9 April and 14 May prior to the Healthier Together consultation. This enabled the NHS to test its consultation process with the Scrutiny Panel – which is part of the NHS-required assurance.

4. Terms of Reference

4.1 The existing Terms of Reference of the Panel are out of date and need to be updated. This requires the agreement of the ten Greater Manchester local authorities. The revised Terms of Reference are set out at Appendix A.

4.2 Key features include:

- Amending the name of the Panel to a Committee. This more accurately reflects this body’s status as a Joint Committee.
- Updating the relevant organisations to include Clinical Commissioning Groups and NHS England.
- Protocols which describe how the Committee will seek to behave in discharging its duties and expectations upon NHS partners.

5. Recommendations

5.1 The Council is invited to:

- **Approve the revised Terms of Reference and the renaming of the Greater Manchester Joint Health Scrutiny Panel to the Greater Manchester Joint Health Scrutiny Committee**
- **Approve the Greater Manchester Joint Health Scrutiny Committee for the purposes of the Healthier Together consultation.**

5.2 Nominations to the Greater Manchester Joint Health Scrutiny Committee will be made through the annual local district nomination process to Greater Manchester meetings. Membership will be reported at the AGMA Executive Board AGM in June 2014.

TERMS OF REFERENCE AND PROTOCOLS FOR WORKING

GM JOINT HEALTH SCRUTINY COMMITTEE

MAY 2014

Terms of Reference

These reviewed arrangements take into account the extended role for Health Scrutiny as detailed in the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 ("the Local Health Scrutiny Regulations").

Membership

The membership of the GM Joint Health Scrutiny Committee will be nominated by the ten Greater Manchester local authorities. Each local authority will nominate one non-Executive/Cabinet member. Where possible, members will be drawn from the individual local Scrutiny Panels/Committees that have responsibility for scrutinising Health and Social Care issues within their area.

Officers of Individual District Health Scrutiny Panels/Committees are invited to attend to support and advise Members from their local authority on Health Scrutiny Issues and will have access to all agendas, briefing notes and minutes.

Substitutes will be allowed but will need to be non-Executive/Cabinet members of the respective local authority.

Role

The GM Joint Health Scrutiny Committee has the delegated powers from the 10 Authorities of Greater Manchester (Bolton, Bury, Manchester, Oldham, Rochdale, Salford, Stockport, Tameside, Trafford and Wigan) to undertake all the necessary functions of health scrutiny in accordance with the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 ("the Local Health Scrutiny Regulations"), relating to reviewing and scrutinising health services matters where these are at a Greater Manchester level, and to provide a body to which Health Services Providers have a duty to consult under the Local Health Scrutiny Regulations.

The Committee will scrutinise:

1. The strategies, policies, actions and consultations of:
 - NHS England Greater Manchester Local Area Team
 - The joint work of the Greater Manchester Clinical Commissioning Groups (the Association of GM CCGs)
 - Public Health England (Greater Manchester)
 - Local Authorities across Greater Manchester regarding their role as providers and commissioners of social care, and as public health agencies.
 - All other cross-boundary NHS services i.e. North West Ambulance Service, Christies, Specialist Children's Services provided by the Royal Manchester Children's Hospital

2. Services provided to patients living and working across Greater Manchester
3. Specific health issues that cut across geographical boundaries
4. Individual authorities will reserve the right to undertake scrutiny of any of those authorities listed above with regard to matters relating specifically to their local population

Objectives

1. To ensure that the needs of local people are considered as an integral part of the delivery and development of health services; and to contribute to the reduction of health inequalities by ensuring that services are accessible to all local people.
2. To review proposals for consideration or items relating to proposed substantial developments/substantial variations to services provided across Greater Manchester by NHS organisations, including:
 - Changes in accessibility of services
 - Impact of proposal on the wider community
 - Patients affected
3. To engage pro-actively with the GM Health and Social Care Reform Programme as it develops.
4. To keep abreast of organisational changes and key policy implementation within the NHS.
5. To bring together the responsibilities of local authorities to promote health service provision, delivery and accessibility within the remit of the Health Scrutiny function.

Support

Officers from the Greater Manchester Integrated Support Team (GMIST) will provide policy and administrative support to the Panel.

Protocols For Working

The Protocol for the GM Joint Health Scrutiny Committee has been produced between the AGMA Authorities and the CCGs, NHS England, and NHS Trusts servicing the whole of Greater Manchester. The Protocols have been produced to provide a framework for scrutiny to take place.

1. Membership

The GM Joint Health Scrutiny Committee has the delegated powers from the 10 Authorities of Greater Manchester (Bolton, Bury, Manchester, Oldham, Rochdale, Salford, Stockport, Tameside, Trafford and Wigan).

In addition, as many of the sub-regional issues the Committee considers are also of interest to neighbouring authorities, representatives from surrounding local authorities are invited to attend all meetings if they wish. This role is for information, questions and comments. If a vote is taken only the 10 AGMA authorities have voting rights.

AGMA members may agree to confer full voting rights to some or all “associate members” in relation to specific issue being considered, if it is felt that this issue under consideration cuts across Greater Manchester boundaries. This decision would be at the discretion of Committee Members.

2. Principles of Scrutiny Operation:

The GM Joint Health Scrutiny Committee will be positive, objective and constructive. It will acknowledge good practice and will recommend improvements where they could be of benefit. The GM Joint Health Scrutiny Committee will concentrate on service outcomes and seek to add value to each service that it considers.

The health and well being of Greater Manchester residents is dependent upon many factors including the health services provided in partnership by the CCGs, NHS England, NHS Trusts, voluntary services and services provided by AGMA Authorities. This shared responsibility will be acknowledged by scrutiny and will feature in scrutiny reviews.

The GM Joint Health Scrutiny Committee will only be truly successful if key organisations work and co-operate together in an atmosphere of mutual respect and trust with an understanding and commitment to its aims.

The key organisations involved in health scrutiny must be willing to share information, knowledge and reports which relate to the delivery and success of health services in Greater Manchester and carry out duties that would be reasonably expected of them to enable health scrutiny to be successfully undertaken.

At all times both officers and members of the organisation involved in health scrutiny, patient representatives and members of the public will be treated with respect and courtesy. Matters of confidentiality will be treated with respect.

The GM Joint Health Scrutiny Committee will be open and transparent. Any person involved in health scrutiny will always declare any personal or other pecuniary interest that they have either in a scrutiny exercise or during a meeting of the Scrutiny Committee in accordance with the Code of Conduct relating to standards of conduct and ethics.

The GM Joint Health Scrutiny Committee whilst working in partnership, is independent of the NHS, the AGMA Executive, District Health Scrutiny Panels and the voluntary and community sector.

The GM Joint Health Scrutiny Committee will be focused on improving services and service provision for the people of Greater Manchester and will concentrate on outputs that are intended to help improve their health.

All dates and times of meetings of the GM Joint Health Scrutiny Committee, agendas, minutes and reports will be circulated to members and Partners in accordance with the Local Government (Access to Information) Act 1985 or subsequent legislation.

CCGs, NHS England, NHS Trusts and other Partners will be consulted on Annual Work Programmes and informed in advance of scrutiny exercises that the GM Joint Health Scrutiny Committee is intending to undertake. Partners will be

informed of the scope of all scrutiny exercises and will be given adequate notice of invitations to attend meetings of GM Joint Health Scrutiny Committee and any required information.

The CCGs, NHS England, NHS Trusts and other partners will be consulted on any draft reports before they are published. Final reports will be presented to AGMA Executive, the NHS Trusts, be published on AGMA Website and circulated in accordance with the regulations on health scrutiny.

The GM Joint Health Scrutiny Committee will not be used as a complaint procedure. Case Studies may however be used as part of supporting information for scrutiny exercises.

The CCGs, NHS England, NHS Trusts and partners will be informed of any press releases relating to Health Scrutiny although the GMIST may speak to the press in advance of the meeting to brief them about forthcoming Scrutiny Committee meetings.

The GM Joint Health Scrutiny Committee will at all times comply with the Constitution of AGMA and the GMCA.

3. Expectations upon Greater Manchester CCGs, NHS England and NHS Trusts

The CCGs, NHS England, and NHS Trusts will:

- Work in partnership with GM Joint Health Scrutiny Committee to provide objective and effective scrutiny of health services in Greater Manchester and the health of its residents. They will be mindful of their duty to consult on the planning, provision or operation of a health service within Greater Manchester.
- Provide information relating to the planning and operation of health services that is required by the Scrutiny Committee so that it can undertake health scrutiny. This includes responses to NHS Plans, proposals and consultations and undertaking health scrutiny reviews. This will not include confidential information that identifies individual people, unless it can be presented in a way in which does not identify individuals or if an individual consents to the information being disclosed.
- Provide the GM Joint Health Scrutiny Committee with such information within one month of the receipt of the request.
- Respond to health scrutiny reviews within one month of receipt. A copy of such response will be sent to the AGMA Executive and all other organisations involved in the review.
- Carry out consultations with the GM Joint Health Scrutiny Committee on plans for substantial developments in services, or substantial variations in service provision.
- Work jointly with GM Joint Health Scrutiny Committee to compile annual work programmes for health scrutiny.
- Ensure that officers attending Scrutiny Committee meetings are able to answer questions openly and are given appropriate support by their line managers.

4. Number / Time of Meetings and voting

The GM Joint Health Scrutiny Committee will meet on a quarterly basis. Dates of forthcoming meetings will be confirmed at the first meeting of each

municipal year. In addition, extra meetings may be scheduled to effectively deliver the work programme for the forthcoming year. There must be five local authorities represented at each meeting in order for it to be quorate.

Voting will be made by a simple majority, the Chair will have the casting vote.

5. Elections of Chairs and Vice-Chairs Scrutiny Meetings

The Chair and Vice Chair of the GM Joint Health Scrutiny Committee will be appointed by the GM Joint Health Scrutiny Committee at its first meeting at the beginning of the Municipal Year, and will serve for a 1 year term.

6. Work Plan

The GM Joint Health Scrutiny Committee will determine in consultation with CCGs, NHS England and NHS Trusts, Partners and the Association of Greater Manchester PCTs, an annual work programme. The GM Joint Health Scrutiny Committee is however responsible for setting its own agenda. CCGs, NHS England, NHS Trusts and Partners may only make recommendations. Also in setting the work programme the GM Joint Health Scrutiny Committee should take into account the wishes of members on that committee who are not members of the largest political group on the Council.

7. Recommendations

Once it has formed recommendations on proposals for development, the GM Joint Health Scrutiny Committee will prepare a formal report and submit it to the appropriate officer for consideration by the CCG, NHS England or NHS Trust.

The CCGs, NHS England and NHS Trusts shall consider the report of the GM Joint Health Scrutiny Committee and make a response to the Scrutiny Committee within one month of it being submitted.

List of Background Papers:-

Contact Details:-

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JMH/hq/28 May 2015