

## AGENDA FOR

## CABINET

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### To: All Members of Cabinet

**Councillors** : L Smith (Cabinet Member, Transport and Infrastructure), C Cummins (Cabinet Member, Housing Services), D Jones (Cabinet Member, Communities and Emergency Planning), A Simpson (First Deputy and Cabinet Member Health and Wellbeing), E O'Brien (Leader, Cabinet Member, Finance and Growth), A Quinn (Cabinet Member for Environment and Climate Change), T Tariq (Deputy Leader, Cabinet Member Children, Young People and Skills), J Black (Cabinet Member for Cultural Economy) and T Rafiq (Cabinet Member, Corporate Affairs and HR)

Dear Member/Colleague

### Cabinet

You are invited to attend a meeting of the Cabinet which will be held as follows:-

<b>Date:</b>	Wednesday, 20 January 2021
<b>Place:</b>	Bury Town Hall
<b>Time:</b>	6.00 pm
<b>Briefing Facilities:</b>	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.
<b>Notes:</b>	

## **AGENDA**

### **1 APOLOGIES FOR ABSENCE**

### **2 DECLARATIONS OF INTEREST**

Members of Cabinet are asked to consider whether they have an interest in any of the matters of the Agenda, and if so, to formally declare that interest.

### **3 PUBLIC QUESTION TIME**

Questions are invited from members of the public about the work of the Council and the Council's services.

Approximately 30 minutes will be set aside for Public Question Time, if required.

### **4 MEMBER QUESTION TIME**

Questions are invited from Elected Members about the work of the Cabinet. 15 minutes will be set aside for Member Question Time, if required.

Notice of any Member question must be given to the Monitoring Officer by 9.30am Friday 15<sup>th</sup> January 2021.

### **5 MINUTES** *(Pages 5 - 16)*

Minutes from the meeting held on 16<sup>th</sup> December 2020 are attached.

### **6 INCLUSION STRATEGY** *(Pages 17 - 44)*

A report from Councillor Tahir Rafiq, Cabinet Member for Corporate Affairs and HR is attached.

### **7 REHOUSING POLICY WITH REGARDS TO DISABLED FACILITY ADAPTATIONS GRANTS** *(Pages 45 - 58)*

A report for the Cabinet Member Housing Services Councillor C Cummins is attached.

### **8 REVIEW OF RADCLIFFE SHOP FRONT IMPROVEMENT SCHEME** *(Pages 59 - 70)*

A report from Councillor Eamonn O'Brien (Leader) – Cabinet Member for Finance and Growth is attached.

### **9 DISPOSAL OF SUMMERSEAT HOUSE, SUMMERSEAT LANE, SUMMERSEAT VIA OPEN MARKET SALE** *(Pages 71 - 82)*

A report from the Leader and Cabinet Member for Finance and Growth is

attached.

**10 APPOINTMENT OF MAYOR 2021/22**

**11 MINUTES OF ASSOCIATION OF GREATER MANCHESTER  
AUTHORITIES / GREATER MANCHESTER COMBINED AUTHORITY**  
*(Pages 83 - 98)*

To consider the minutes of meetings of the Greater Manchester Combined Authority held on 27<sup>th</sup> November 2020.

**12 URGENT BUSINESS - DISCRETIONARY GRANT PAYMENTS FOR  
BUSINESS** *(Pages 99 - 108)*

Any other business which by reason of special circumstances the Chair agrees may be considered as a matter of urgency. A report from the Leader of the Council and Cabinet Member for Finance and Growth, Councillor Eamon O'Brien is attached.

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**Minutes of:** CABINET

**Date of Meeting:** 16 December 2020

**Present:** Councillor E O'Brien (in the Chair)  
Councillors L Smith, C Cummins, D Jones, A Simpson,  
A Quinn, T Tariq, J Black and T Rafiq

**Also in attendance:** Councillor P Cropper  
Councillor M Powell

**Public Attendance:** The meeting was streamed live on the Council's website.

**Apologies for Absence:**

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**CA.1 APOLOGIES FOR ABSENCE**

None received

**CA.2 PUBLIC QUESTION TIME**

A Member of the public, Mr Kevin Peel submitted the following question:

I really welcome the investment proposed for Hoyles Park, which is much needed. Can I ask the Cabinet member to add in removal of graffiti in the play area to the programme as it is quite bad and much of it is not suitable for an area where young children play. Can I also ask the Cabinet member to request that officers draw up options for the future of the pagoda, which has been abandoned for some years, is in a poor state of disrepair and is a hotspot for crime and anti-social behaviour which many local residents have complained about. It would be my hope that redevelopment or removal of the pagoda could then be included in a future phase, should funding become available.

The following response was given from Councillor Quinn:

I am pleased to inform you that Hoyles Park is proposed to have a full scheme of improvement starting in early 2021 along with 2 other parks in East Bury (Openshaw Park and Manchester Road Park). These schemes will be discussed later during this Cabinet meeting when the Green Spaces Report is considered. The removal of graffiti and improvements to the play area will be included. In terms of the pagoda (youth shelter) this will also be reviewed to ensure we don't move a problem to other parts of the park or outside the park but that we adopt a multi-agency approach to dealing with issues of antisocial behaviour.

Mr Peel asked the following supplementary question:

Can I also ask for an update on the plans for Clarence Park now the consultation has closed? We're yet to see the responses but I know that residents are very keen to see investment to improve the tennis courts, secure the future of the skate park, plant new trees and a myriad of other improvements. Will the Cabinet commit to developing a masterplan for Clarence Park in the coming

months to form the basis of a funding package in the next phase of the council's parks and green spaces capital programme?

Councillor Quinn responded:

We have received a very good response to the consultation for Clarence Park. 602 surveys were returned with 97% of residents indicating they are users of the park. From the survey we know that residents use the park for exercise, taking children to play and to reduce stress. Also mentioned was that it is important for the park to be safe, clean, welcoming and well maintained. Facilities such as the skate park and tennis courts were mentioned as needing improvement. Clarence Park is a high priority within our parks strategy and subject to financial resources we will be looking at an improvement plan for the park and we will be contacting park users who have expressed an interest to help develop our masterplan for the park.

## **CA.3 MINUTES**

### **It was agreed:**

Minutes of the meeting held on 24 November 2020 be approved as a correct record and signed by the Chair.

## **CA.4 COUNCIL TAX BASE 2021/22**

Councillor O'Brien the Leader of the Council and Cabinet Member for Finance and Growth, explained that Bury Council, as a Council Tax billing authority, is required each year to make statutory calculations to calculate the Council tax base for the forthcoming year and this informs the funding on which the Council's budget is based. The calculation is specified in Section 33 of the Local Government Finance Act 1992 (as amended). The Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012 require authorities to calculate the Council Tax base (number of taxable properties), expressed as "Band D equivalent properties". Approval of these calculations is required by 31st January in each financial year. The report sets out the basis of Bury council's calculation.

### **Delegated Decision:**

The Cabinet:

1. Notes the statutory requirement for setting the Council Tax Base and the basis on which calculations must be made and:
2. Approves the Council Tax base expressed as "Band D equivalent properties", as 53,828 for 2021/22 (55,222 20/21) as detailed at Appendix 1.
3. Approves the proposed precepts payment schedule as set out in the report.

### **Reasons for the decision:**

The proposals and recommendations ensure that the Council is compliant with statutory requirements. Failure to comply with the requirements would result in the council not being able to set a legal budget for the 2021/22 financial year.

**Other option considered and rejected:**

To reject the recommendations.

**CA.5 SHORT BREAKS**

Councillor Tamoor Tariq Deputy Leader of the Council  
Cabinet Member for Children Services, Young People and Skills presented a report setting out the proposals to re-design the Short Breaks Services for Children and Young People with Disabilities and their families.

The proposal is for the new model to be graduated with different types of Short Break services to meet the different needs of individual children and young people with the emphasis on enabling choice, community access and preparation for independence.

The new specification will deliver high quality services with appropriately trained, consistent staff and specialist services where there is an identified need. By ensuring the available resources are allocated based on need and are proportionate the duty to ensure best value will be met.

The services which will be commissioned are:

Individual Home Care Packages and/or elsewhere including Outreach  
Targeted Social Club – Term Time  
Targeted Social Club – Holiday Time  
Time Limited Skill Based Service  
Time Limited Participation Support  
Positive Behaviour Support

To commission new Time Limited Skill Based and Time Limited Participation Support services which are in response to the need to enable children and young people to improve their skills, build their confidence, access their local community independently and be more prepared for life as an adult. These services will be available for a period of 4 weeks up to a maximum of 12 weeks.

The introduction of time limited support will not only improve the outcomes for children and young people but ensure that resources are only allocated to ongoing packages of support where alternative options have been explored.

The Positive Behaviour Support is specialist intensive support for those children and young people who have challenging behaviour as a result of their disability. The package of care will be bespoke for each young person and will specifically target the small cohort where there is a risk of family breakdown if the family goes into crisis leading to requests for high cost residential provisions.

The Individual Home Care Packages and/or elsewhere including Outreach develops family resilience by providing a break from some of their caring duties. This type

of support also provides a range of support to family routines in the morning and evening.

To commission a Targeted Social Club in Term Time and Holiday Time for those children and young people who cannot access the community without additional support. These group activities will take place throughout the borough.

All providers will be responsible for identifying and securing suitable locations throughout the borough which are fully equipped and local to the places children and young people would like to visit.

All providers will be expected to show how they can adapt services and use new approaches in service delivery using the learning from the impact of Coronavirus.

The budget will remain the same as 2020-21 at £1.2m overall but will be configured differently with the introduction of time limited support.

The procurement route for the new services will be a Flexible Purchasing System to provide more choice of provision, value for money and the option for new providers to join the contract as the market develops.

The Individual Home Support and Targeted Social Club in Term Time and Holiday Time will both be Service Contract awards to the leading bidder for each lot. This will provide stability and consistency of staffing and best value due to the volumes accessing.

The contracts will be awarded for 4 years with 2 plus 1 year extension options which equates to 6 years in total.

## **Delegated decision:**

Cabinet agrees:

To approve the proposal as set out in the report to tender for short break services.

## **Reason for the decision:**

The current arrangements have been in place since the 1st April 2016 following a competitive tender in 2015. The contracts were originally awarded for 3 years + 1 year option to extend. A further extension period to 31st March 2021 has been granted due to the unforeseen circumstances of the pandemic and key staff having to prioritise other areas of work. To remain compliant with EU, UK Regulations and Council Procurement Rules a competitive tender exercise needs to be completed.

## **Other option considered and rejected:**

1. To agree the proposal with further modifications;
2. To retain the existing arrangements with no change.



**2020/2021**

Councillor Quinn, Cabinet Member Environment and Climate Change presented a report outlining the investment from the Corporate Capital Programme and the Manifesto Programme for 2020/2021 approved by Council in February 2020 for the associated planned works including the refurbishment of play areas, parks and other open spaces.

The report sought agreement that the works can progress and the funding for the 2020/2021 financial year can be released.

The report covered the schemes of work associated with Parks, Countryside and Greenspaces Programme: The following outlines the key programmes of work:

Investment and refurbishment to address and support Health and Safety following condition surveys of the 12 Green Flag Parks, Countryside Sites, Burrs and Phillips Park - £800k allocated from the 2020/2021 approved Corporate Capital Programme.

Promoting our Physical Strategy - Improve access, infrastructure and quality of green spaces and recreational grounds - £300k - Manifesto Investment

Councillor Quinn asked that his thanks to the Executive Director of Operations and the Operations Team for their hard work be recorded.

Councillor Quinn also made reference to the Besses Ward Councillors and Councillor Grimshaw for their support in The City of Trees Scheme and the DEFRA Trees for Learning Scheme which had resulted in over 10 000 trees being planted in the Borough.

**Delegated decision:****Cabinet agrees that:**

1. Approval is given to support the Parks, Countryside Greenspaces Corporate Capital Programme and the Manifesto Programme for 2020/2021.
2. Approval is given for the Authority to spend the **£1.1m** included in the approved 20/21 capital programme in accordance with the detail outlined in both this report and within Appendix 1.
3. Authority is delegated to the Executive Director of Operations in consultation with the Cabinet Member for Environment to approve the detailed list of smaller localised schemes as part of the Manifesto funding outlined in 4.2 of the report.

**Reason for the decision:**

Doing nothing would cause Health and Safety Concerns and potential liabilities. There is not sufficient funds available through S106 funding and this will not will

not slow down the rapid decline in our parks and play areas, or increase funding for tree planting. Some wards do not do not receive S106 funding so the impact would be restricted.

**Other option considered and rejected:**

To reject the recommendations.

**CA.7 EXECUTIVE DIRECTOR PLACE**

Councillor O'Brien, the Leader of the Council reported that the Human Resources and Appeals Panel had considered the establishment the post of Executive Director – Place on 10 December 2020.

Based upon their approval and recommendation to create this post, Cabinet is asked to formally establish this post.

In determining this proposal full consideration has been given to the previous substantive post and maintaining the status quo. The recommendation to committee is, however, that neither of these arrangements will provide the capacity required to deliver the scale of place leadership opportunity now presented.

**Delegated decision:**

Cabinet agrees:

That the post of Executive Director – Place, is established.

**Reasons for the decision:**

There has been a change in the purpose and direction of the department from the time when the previous Executive Director role existed;

There is the need to put in place the skills and experience needed to lead delivery of the new Housing Strategy; and

Changes in the funding landscape following the Comprehensive Spending Review announced in November 2020.

**Other option considered and rejected:**

To reject the recommendations.

**CA.8 STRATEGIC FINANCE LEADERSHIP**

Councillor O'Brien, the Leader of the Council reported that the Human Resources and Appeals Panel had considered the establishment the post of joint Executive Director Finance on 10 December 2020.

In determining this proposal full consideration has been given to:

- retaining two entirely separate finance director posts across the council and CCG
- retaining the current arrangement of a system-wide CFO but enshrining S151 responsibilities within a leadership post employed by the council.

The recommendation to the HRA was that neither of these objectives support the partnership endeavour of a single view of finance resources and integrated leadership of the health and care pooled budget.

Based upon their approval and recommendation to create this post, Cabinet is asked to formally establish this post.

**Delegated decision:**

That Cabinet agrees:

That the post of a joint Executive Director Finance is established.

**Reason for the decision:**

Failure to recruit means two statutory vacancies for finance leadership across the Council and CCG

**Other option considered and rejected:**

To reject the recommendations.

**CA.9**

**BROWNFIELD FUND GRANT AGREEMENTS/EXEMPTION FROM CONTRACT PROCEDURE RULES FOR ENABLING WORKS- PART A**

Councillor Eamonn O'Brien Leader of the Council and Cabinet Member for Finance and Growth presented a report informing Cabinet of the Council's successful Brownfield Land fund bid, to give consent to enter into the grant agreements, to allocate a budget for Brownfield Land within the capital programme and agree procurement of enabling works contractors to ensure the brownfield land fund grant funding is spent in accordance with the funding agreement.

**Delegated decision:**

Cabinet agrees to:

1. Note the award of Brownfield fund grant to deliver a package of enabling works on two nominated sites and authorise the Director of Regeneration and Capital Growth, in consultation with the Chief Finance Officer to enter into a Brownfield Funding Agreement (BLF) with GMCA;
2. Note that bids for further sites are being submitted for a second round of funding and agree that, should bids be successful, Tranche 2 grant agreements can be entered into with GMCA;

3. Underwrite the grant to ensure that a start on site with enabling works before March 2021 and housing start outputs are achieved within the programme period (by 31st March 2025).
4. Authorise the inclusion of the Brownfield Fund Grant in the Capital Programme for 20/21;
5. Delegate authority to the Director of Regeneration and Capital Growth to take all necessary steps in order to procure the carrying out of the relevant site 'enabling works', including the authorisation of contracts.
6. Use an appointed agent to undertake a competition for the enabling works contractors for the benefit of expedience in getting a contractor appointed early in the new year.
7. Approve that the Council enters in a contract for the enabling works as recommended by our agent.
8. Agree the following resolution as required by GMCA

"It has been agreed that the Greater Manchester Combined Authority (**GMCA**) will provide grants to the Council in relation to the development of School Street site at School Street Radcliffe, M26 3BH and the Former Millwood School at Fletcher Fold Road, BL9 9RX, subject to the terms in draft grant agreements to be entered into between the GMCA and the Council (**Grant Agreements**). After due consideration of all the circumstances **it was resolved** that the Council shall enter into the Grant Agreements in the form produced and the Grant Agreements be sealed by the Council's common seal and executed as deeds by the Council and that they be duly recorded."

## **Reason for the decision:**

The cost of the works can be met from the grant funding available. The grant conditions require the Council to underwrite the position in the event that these are not met and the grant is clawed back. Whilst there is a risk attached to the spending profile not being achieved by the end of March 2020/21 the grant provides an opportunity to receive funding for costs that would otherwise need to be met by the Council in order to complete the development. Monitoring arrangements will be established to ensure the short and longer term requirements are overseen and appropriate escalation and risk mitigation measures are put in place.

## **Other option considered and rejected:**

To reject the recommendations.

## **CA.10 EXCLUSION OF PRESS AND PUBLIC**

### **Delegated decision:**

That the press and public be excluded from the meeting under Section 100 (A)(4), Schedule 12(A) of the Local Government Act 1972, for the reason that the following business involves the disclosure of exempt information as detailed against the item.

**CA.11 BROWNFIELD FUND GRANT AGREEMENTS/EXEMPTION FROM CONTRACT PROCEDURE RULES FOR ENABLING WORKS- PART B**

Councillor Eamonn O'Brien Leader of the Council and Cabinet Member for Finance and Growth presented a report informing Cabinet of the Council's successful Brownfield Land fund bid, to give consent to enter into the grant agreements, to allocate a budget for Brownfield Land within the capital programme and agree procurement of enabling works contractors to ensure the brownfield land fund grant funding is spent in accordance with the funding agreement.

**Delegated decision:****Having agreed the figures as set out in the report**

Cabinet agrees to:

1. Note the award of Brownfield fund grant to deliver a package of enabling works on two nominated sites and authorise the Director of Regeneration and Capital Growth, in consultation with the Chief Finance Officer to enter into a Brownfield Funding Agreement (BLF) with GMCA;
2. Note that bids for further sites are being submitted for a second round of funding and agree that, should bids be successful, Tranche 2 grant agreements can be entered into with GMCA;
3. Underwrite the grant to ensure that a start on site with enabling works before March 2021 and housing start outputs are achieved within the programme period (by 31st March 2025).
4. Authorise the inclusion of the Brownfield Fund Grant in the Capital Programme for 20/21;
5. Delegate authority to the Director of Regeneration and Capital Growth to take all necessary steps in order to procure the carrying out of the relevant site 'enabling works', including the authorisation of contracts.
6. Use an appointed agent to undertake a competition for the enabling works contractors for the benefit of expedience in getting a contractor appointed early in the new year.
7. Approve that the Council enters in a contract for the enabling works as recommended by our agent.
8. Agree the following resolution as required by GMCA

"It has been agreed that the Greater Manchester Combined Authority (**GMCA**) will provide grants to the Council in relation to the development of School Street site at School Street Radcliffe, M26 3BH and the Former Millwood School at Fletcher Fold Road, BL9 9RX, subject to the terms in draft grant agreements to be entered into between the GMCA and the Council (**Grant Agreements**). After due consideration of all the circumstances **it was resolved** that the Council shall enter into the Grant Agreements in the form produced and the Grant Agreements be sealed by

the Council's common seal and executed as deeds by the Council and that they be duly recorded."

**Reason for the decision:**

The cost of the works can be met from the grant funding available. The grant conditions require the Council to underwrite the position in the event that these are not met and the grant is clawed back. Whilst there is a risk attached to the spending profile not being achieved by the end of March 2020/21 the grant provides an opportunity to receive funding for costs that would otherwise need to be met by the Council in order to complete the development. Monitoring arrangements will be established to ensure the short and longer term requirements are overseen and appropriate escalation and risk mitigation measures are put in place.

**Other option considered and rejected:**

To reject the recommendations.

## **CA.12 CAR PARKING ENFORCEMENT CONTRACT**

Councillor Lucy Smith, Cabinet Member for Transport and Infrastructure presented a report in relation to the Car Parking Enforcement Contract.

**Delegated decision:**

**Having agreed the figures as set out in the report**

Cabinet agrees:

1. To award Lot 1 to the highest scored bidder for Lot 1 based on a total **25,174** enforcement hours per annum
2. To award Lot 2 over 4 years to the bidder who achieved the highest score for Lot 2.

**Reason for the decision:**

Enforcement supports the Council in; -

- managing the traffic network to ensure expeditious movement of traffic, (including pedestrians and cyclists), as required under the TMA Network Management Duty
- improving road safety;
- improving the local environment;
- improving the quality and accessibility of public transport;
- meeting the needs of disabled people, some of whom will be unable to use public transport systems and depend entirely on the use of a car;
- managing and reconciling the competing demands for kerb space of residents, businesses, visitors, pedestrians, cyclists and motorists.

**Other option considered and rejected:**

To reject the recommendations.

**CA.13      DECLARATIONS OF INTEREST**

Councillor Quinn declared a personal interest in respect of all matters under consideration, as both his son and daughter in law are employed by the NHS, his wife is employed by the Citizens Advice Bureau and he is a member of the trade union, Unite.

**COUNCILLOR E O'BRIEN**  
**Chair**

**(Note: The meeting started at 6.00 pm and ended at 7.00 pm)**

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<b>Meeting:</b>	<b>Cabinet</b>
<b>Meeting Date:</b>	<b>20<sup>th</sup> January 2021</b>
<b>Title of report:</b>	<b>Inclusion Strategy 2020-2024</b>
<b>Report by:</b>	<b>Councillor Tahir Rafiq, Cabinet Member for Corporate Affairs and HR</b>
<b>Decision Type</b>	<b>Key Decision</b>
<b>Decision Ward(s) to which report relates</b>	<b>All</b>

## 1. Executive Summary

- 1.1 The Bury Council and CCG partnership has, through the leadership of the Strategic Commissioning Board, made a commitment to make significant improvements in our equalities and inclusion practice as both an employer and service provider/commissioner.
- 1.2 This commitment is made as part of our leadership role in delivering the Bury 2030 vision and wider organisational transformation. An independent review into internal practice was undertaken in Summer 2020 and, as a result, this Inclusion Strategy has been co-produced with staff groups; community leaders and senior champions.
- 1.3 It sets out:
  - The context for this work including the current disparity in outcomes across different communities and how the Bury 2030 vision intends to address this
  - The general legal equalities duties on the Council and CCG and how these will be met
  - Organisation-specific inclusion objectives and an action plan initially for delivery to 2022.
- 1.4 The term inclusion has been intentionally used for this strategy as it incorporates equality, diversity and human rights, and our legal requirements under the Equality Act. Previously Bury Council and Bury CCG have used a combination of the these terms, so inclusion provides a common term to corral around given this is a joint strategy and encompasses the intent to promote equal access and take up of

opportunities; to respect and celebrate diversity; to protect and raise human rights, of all people across the Borough.

- 1.5 The draft Inclusion Strategy was tabled at the Strategic Commissioning Board on the 7<sup>th</sup> December 2020 who recommended the strategy for formal approval by Bury Council's Cabinet (and Bury CCG's Governing Body).

## **2. Recommendations**

- 2.1 The Joint Inclusion Strategy be approved for implementation.

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### **Community impact**

The Bury 2030 Strategy makes a "pledge" to community inclusion. The Corporate Plan sets out the Council and CCG Equality Objectives and the plan for delivery against them

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### **Equality Impact and considerations:**

24. *Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows:*
- A public authority must, in the exercise of its functions, have due regard to the need to*
- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;*
  - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;*
  - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.*
25. *The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good relations, and demonstrate that we are paying 'due regard' in our decision making in the design of policies and in the delivery of services.*

Equality Analysis completed and included with this report.

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**Assessment of Risk:**

The following risks apply to the decision:

Risk / opportunity	Mitigation
Equality Duties not met if strategy not approved	An Equality/Inclusion strategy is a requirement of public services. This joint strategy promotes the Equality Framework for Local Government, and provides common lexicon and processes for Council and CCG
Decisions made by the Council don't give full regard to diversity of communities in the Borough if Inclusion Strategy not in place	The expansion of local communities of interest in addition to the protected characteristics set out in the Equality Act provide additional rigour when analysing the impact of decisions.

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**Consultation:**

As outlined in the completed Equality Analysis.

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**Legal Implications:**

The Inclusion Strategy is to strengthen the Council and CCG in relation to inclusion, with objective seven specifically relating to national frameworks in addition to the Public Sector Equality Duty.

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**Financial Implications:**

None directly resulting from this report. Reference made to investment in additional leadership capacity relates to recent Corporate Core report; this is not additional to that.

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**Report Author and Contact Details:**

Lynne Ridsdale, Bury Council Deputy Chief Executive  
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**Background papers:**

**Report to Strategic Commissioning Board, 7<sup>th</sup> December 2020**

[https://councildecisions.bury.gov.uk/documents/s25287/AI%206%20-%20Bury%20Inclusion%20Strategy\\_v4.pdf](https://councildecisions.bury.gov.uk/documents/s25287/AI%206%20-%20Bury%20Inclusion%20Strategy_v4.pdf)

# **Bury Council and Bury Clinical Commissioning Group Inclusion Strategy 2020-2024**

**v4**

## **1. Introduction**

The Bury Council and CCG partnership has, through the leadership of the Strategic Commissioning Board, made a commitment to significant improvements in our equalities and inclusion practice as both an employer and service provider/commissioner. This commitment is made as part of our leadership role in delivering the Bury 2030 vision and wider organization transformation.

An independent review into internal practice was undertaken in Summer 2020 and, as a result, this Inclusion Strategy has been co-produced with staff groups; community leaders and senior champions. It sets out:

- The context for this work including the current disparity in outcomes across different communities and how the Bury 2030 vision intends to address this
- The general legal equalities duties on the Council and CCG and how these will be met
- Organisation-specific inclusion objectives and an action plan initially for delivery to 2022.

The term inclusion has been intentionally used for this strategy as it incorporates equality, diversity and human rights, and our legal requirements under the Equality Act. Previously Bury Council and Bury CCG have used a combination of these terms, so inclusion provides a common term to corral around given this is a joint strategy and encompasses the intent to promote equal access and take up of opportunities; to respect and celebrate diversity; to protect and raise human rights, of all people across the Borough.

## **2. Context**

### **2.1 Outcomes**

Bury is a vibrant, diverse and cohesive Borough. It is home to 190,000 people, every one of which should be enabled and empowered to maximise their life chances, play a full and active role in society and enjoy a high quality of life.

Sadly we know that this vision is not currently being fulfilled. Too often, too many people in the Borough have not had the opportunities to be heard, be included or feel represented. Social inequality produces an unacceptable variation in life chances between different communities and the Covid pandemic is likely to broaden social inequalities, including the disproportionate impact of the virus on black and minority ethnic (BAME) communities.

Comparison of whole life expectancy and healthy life expectancy between the Borough of and communities in Bury and national average are two overarching measures which tell us about the health of our population. After decades of improvement, increases in life expectancy for Bury people have stalled. Life expectancy and healthy life expectancy in Bury is lower than the rest of the country.

Beneath these overall trends lie stark inequalities with differences in life expectancy between the most and least deprived areas within Bury of 11.3 years for men and 8.5 years for women and of 14.8 years for males and 13.4 years for women for healthy life-expectancy. There are no signs of these inequalities narrowing.

While as a Borough we are still relatively less deprived than our statistical neighbours and other GM districts, our trend is a negative one with deprivation now getting worse relative to other places. Deprivation in Bury remains highly concentrated and centers on the same areas as before. In the most deprived parts of Bury the onset of poor health begins at age 54 for men and 56.5 for women, up to 13 years before state pension age and life-expectancy of only around 4.5 years beyond.

Inequalities also exist across other dimensions including ethnicity, gender, sexuality and having a disability. The workforce indicators show a decline of women in employment and also people with a disability. This suggests we are further away from creating an inclusive economy than we were five years ago.

## 2.2 Bury 2030 vision

The Bury 2030 strategy makes a strategic pledge to tackle inequalities with a clear pledge to drive inclusion, as one of five outcome measures which are:

- **Inclusive** communities
- **Healthy**, connected people
- A strong **economy**
- Be on the way to **carbon neutrality**
- A **digital**-first approach

The inclusion vision for Bury 2030 is to enable every person in the Borough to fully participate in and shape the collective, by supporting people to be themselves; to speak out about ideas and concerns and to be heard. It describes commitments to develop relationships; create new and developed fora to hear every voice and co-design services with the people who use them, as well as ongoing community safety activity which drives cohesion through a culture of trust, tolerance and understanding.

Four key principles underpin this vision, for a “people powered” Bury where everyone demonstrates common behaviors which support inclusion. The 2030

strategy will be led by the Team Bury partnership which includes a range of organisations and interest groups of particular relevance including the Voluntary, Community and Faith Alliance, ADAB, Faith Leaders' Forum and Healthwatch.

<p><b>Inspiration</b> – We are proactive and creative, building on our collective strengths to make a difference to what matters most to us by:</p> <ul style="list-style-type: none"> <li>• Really listening to understand each other and our shared potential</li> <li>• Growing relationships &amp; new connections across boundaries</li> <li>• Being open to trying new things and doing things differently</li> <li>• Valuing the skills, strengths and successes of individuals and communities</li> </ul>	<p><b>Aspiration</b> – We realise hopes and dreams by:</p> <ul style="list-style-type: none"> <li>• Demonstrating pride in our collective and individual achievements and in the place where we live</li> <li>• Ensuring everyone has an equal voice and equal life chances by harnessing and nurturing all talents</li> <li>• Championing innovation, always looking for ways to improve quality of life for all</li> <li>• Being courageous and stepping out of our comfort zone to help ourselves and others</li> <li>• Opening doors at every opportunity</li> </ul>
<p><b>Participation</b> – We all take responsibility for making a difference by:</p> <ul style="list-style-type: none"> <li>• Committing to making a positive, practical difference in addressing and tackling our challenges</li> <li>• Asking 'what matters to you?' and 'How can I help?'</li> <li>• Being flexible and putting our energies where we can make the most positive difference</li> <li>• Demonstrating dignity, kindness and respect in everything we do</li> </ul>	<p><b>Collaboration</b> - We will bring our collective talents, energies and power together for the greater good by:</p> <ul style="list-style-type: none"> <li>• Bringing people together from all corners of life</li> <li>• Listening and learning from all voices</li> <li>• Trusting and helping each other, always working together</li> <li>• Listening when others talk and then responding, helping and enabling</li> <li>• Supporting development and growth and removing barriers to collaboration</li> </ul>

The specific actions to drive inclusion, based on feedback from local people, are:

- Ensuring there is an understanding of the diverse communities in Bury; we will do this by acting to create a workforce that is representative of Bury's diverse communities, that our staff understand unconscious bias and how to overcome it and that all our services and processes further equality through high quality equality analysis of every change we make.
- further developing inclusive community engagement structures in order to strengthen engagement opportunities for Bury's diverse communities. This will range from encouraging communities of interest to share their views on how their needs are best met and influence how services should

be delivered and commissioned to give communities the power to make and share decisions and provide services with us.

- Taking an equity-based approach to targeting public resources across the population in order to create the conditions where every person has access to the conditions to achieve their full potential.
- Celebrating and engaging the diversity of our borough by ensuring that our events, activities and service provision represent the strength of our entire community and invite and support 'difference'. During the year we celebrate Christmas; Easter; Diwali; Eid; Hanukkah; Rosh Hashanah and Yom Kippur. The Bury Pride festival is the second largest in Greater Manchester outside Manchester.
- Engaging our children in an inclusive society. For example, the Community Safety Partnership leads an annual event with school children to explore different faiths and promote cohesion.

More widely the overall philosophy of the strategy is to protect the most vulnerable; drive economic growth and ensure all residents have the skills, opportunity and confidence to access the opportunity growth brings. Other actions which support inclusion and tackle inequality within the vision include:

- safeguarding the welfare of vulnerable children and adults
- provision of all-age Learning Disabilities services
- the development of a neighbourhood model of public services to develop greater understanding of local community issues and joined-up public services to respond
- Ensuring that our streets and neighbourhoods are safe, cohesive and accessible
- raising the profile of volunteering and community action
- pursuing digital infrastructure as a lever for inclusion
- the use of apprenticeships to create opportunities for young people in particular and the wider Supported Employment offer including the current Kickstart initiative with DWP to give those not in education or employment placement opportunities and support to become work ready
- Ensuring that wider issues around vulnerability, disadvantage and poverty are at the heart of our decisions. The development of the Council's anti-poverty strategy is a key part of the Covid recovery work and includes work to support food banks; provide financial and benefits support to residents who are out of work or experiencing in-work poverty and to facilitate an "opportunity guarantee" to give every person looking for support, coaching or work opportunity the resources to progress

### **3 Compliance with legislative requirements**

As public services the Council and CCG operate within the context of the following legislation:

- The *Equality Act 2010* (The Act) brings together all the legal requirements on equality that the public, private and voluntary sectors need to follow. It protects people from discrimination, harassment and victimisation on the basis of their 'protected characteristics', namely:
  - sex;
  - gender reassignment;
  - race;
  - disability;
  - sexual orientation;
  - age;
  - religion or belief (or lack thereof);
  - pregnancy and maternity and;
  - marriage or civil partnership.

In addition, four further communities of interest have been identified locally which, in Bury, will be approached as protected characteristics and included in our Equalities Assessment process. These are:

- carers
- our Looked After Children and care leavers
- Military Veterans
- socio-economically vulnerable

Under section 149 of the Act, 'the Public Sector Equality Duty', Bury Council and Bury CCG need to have 'due regard' in everything they do in order to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act;
- Take steps to meet the needs of people from protected groups where these are different from the needs of other people'
- Foster good relations between people who share a protected characteristics and those who do not.

Having due regard involves the Council and CCG:

- Removing or minimising disadvantages suffered by people due to their protected characteristics.
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people



- Encouraging people from protected groups to participate in public life or in order activities where their participation is disproportionately low.

Public sector equality duty also states that the council and CCG should have due regard to the need to:

- Remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic
- Take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it
- Encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low

In addition, as public sector bodies, the council and CCG are required to meet some specific public sector equality duties. These are to:

- Publish the equality objectives which the partnership is seeking to deliver.
  - Publish equality information annually to show how we are complying with the general equality duty, in relation to its workforce and its services. Information must be published at least annually.
- The *Human Rights Act 1998* requires all public bodies, including the Council and CCG, and those acting on behalf of public bodies to act in a way that respects and protects an individual's human rights.
  - The *Health and Social Care Act 2012* introduced legal duties to reduce health inequalities (for CCGs). The CCG is required to consistently 'have due regard' to the need to reduce inequalities between patients in access to health services and the outcomes achieved. Bury CCG have incorporated this into the Equality Analysis template to assist with the decision making process.
  - The *Accessible Information Standard (AIS)* requires all organisations that provide health services (including GP practices or adult social care to identify, record, share and meet the communication needs of patients/ recipients of care who have a disability, impairment or sensory loss.

The Strategic Commissioning Board ensures compliance with these general equalities objectives by:

- Ensuring every decision is equality assessed, to ensure it reflects the duties of preventing discrimination; fostering good relations and advancing equality of

opportunity. The strength of the Equality Assessment process is one of the areas of work that is proposed to be addressed this year.

- Articulating internal Inclusion Objectives in our capacity as both service provider/commissioner and employer at the heart of our Corporate Plan. The objectives for the next 12 months are set out below.
- Engaging Team Bury partners, businesses and investors in our Inclusion strategy to role model and seek to embed wider good practice, as community leaders
- Reporting progress and outcomes of the Inclusion Objectives to the Strategic Commissioning Board as part of quarterly reviews against the Corporate Plan set annually
- Overseeing the maintenance of Human Resources (HR) policies which are clear about eliminating discrimination in the workplace and ensuring fair and equal opportunity to staff from all groups

#### **4. Bury Council and NHS Bury CCG's Inclusion Objectives 2020-24**

##### **4.1 Overarching objectives**

The Council and CCG have defined the following seven joint Inclusion Objectives which apply to the next four years, consistent with the requirements of the Equalities Act, but will be reviewed annually as part of the Corporate Plan.

The objectives provide a continuum of activity, from regulatory compliance to leading the inclusion agenda through practice, which will help the Council and CCG deliver tangible actions to address inequality. Individually each objective is supported by a series of specific and measurable actions to help us progress against this continuum.

**1. Performance and Scrutiny :** Establish effective governance arrangements in order to ensure that there is a robust performance management culture and scrutiny in relation to inclusion

Inclusion is to be at the heart of our strategic planning process, from Bury 2030, into the corporate plan, through the workplans of Cabinet members and portfolios and to the equality analysis of individual policy decisions.

Scrutiny will take the form of both formal governance channels and through the wider sharing of inclusion intelligence across the Bury system and with our communities, to inform and empower, and in turn promote constructive challenge and change.

The actions in the implementation plan will lead to an increasingly evidence-led based approach, aligned to the Greater Manchester reform principles to ensure resources, and in turn activity, are targeted to make the difference requirement to meet local needs and show the impact of such interventions.

<p><b>2. Equality Data and Information:</b> To use data more effectively to promote inclusion in all decision making by the Council and CCG, to help ensure due regard to the general equality duty</p>
<p>Linked heavily with objective one, data will inform the nature, format and degree of activity. The identification, collation, analysis and sharing of information will include that of our population, ensuring that there is a 'live' understanding of the diverse communities in Bury and levels of inequalities within and between these communities. Data and outcome measures across the Bury 2030 ambition is under development and will be key to informing this strategy.</p> <p>A critical element of this objective is the development of a high quality and robust approach to Equality Analysis on all policy decisions and proposed changes to services; being more data-driven, robustly reviewed, quality assured and consistently completed.</p>
<p><b>3. Community Engagement:</b> Develop inclusive community engagement structures in order to strengthen community engagement opportunities for Bury's diverse communities</p>
<p>As outlined in relation to the Bury 2030 principles, communication and engagement with all local communities is a core priority of this strategy. This is about establishing dialogues and conversations with the diverse individuals and neighbourhoods which make up our six towns. Communication is two way and so is as much about amplifying voices as it is active listening.</p> <p>Different approaches will be needed to engage with the diversity of communities of interest and experience, to encourage people to share their views on how their needs are best met (particularly how people can be enabled to be able to do this for themselves as resilient, active, connected citizens) and influence how services should be commissioned, delivered and evaluated. This is about giving communities the power to make and share decisions, particularly through our new neighbourhood model, to not just have a voice but have fora to use it.</p>
<p><b>4. Representative Workforce:</b> To take steps towards having a workforce that is representative of the diversity of the local population</p>
<p>Our workforce is one of our strongest assets - this strategy seeks to strengthen this further. As public services our duties are to facilitate local people to achieve the best outcomes and quality of life they can. This is best met when the workforce is representative of the people it carries out its functions with.</p> <p>We recognise the value of diverse workforce that reflects the community it serves. Increased diversity within the workforce leads to creativity and</p>

innovation, through a richer tapestry of skills, life experience and networks. A more diverse workforce brings the internal operations and external reality of those operations closer together, identifying opportunities to work differently and better address needs, improving outcomes as well as being a more effective use of resource.

An inclusive workforce, with opportunities for all to excel and progress, will raise inspiration and aspiration for careers within the Council and CCG, including attracting the best talent from our local communities. Similarly it is important existing staff, regardless of their background, can see opportunities to progress so to retain existing talent to drive service improvements and develop greater representation of our communities at leadership levels.

**5. Training and Learning:** To raise awareness of people's rights and responsibilities, and to aid the delivery and embedding of the Inclusion Strategy

Inclusion, through the promotion of equality, diversity and human rights is everyone's business.

Internally it is essential our staff and non-executive members (Councillors/Clinical Leads) are fully aware, comply with and drive improvements in relation to inclusion frameworks as set out in objective 7. This includes for formal training, eg. on Equality Analysis, but also to embed a culture of learning and improvement. By learning about our diverse communities so to be better informed of particular priorities, opportunities and issues, services can be improved, whilst understanding unconscious bias and being able to overcome it will improve decision making at every level.

**6. Improve user access and experience:** Embedding inclusion into the commissioning cycle locally and seeking effective assurance, including from provider organisations

We will routinely harness the voices and creativity of all our residents in developing future plans. Bury 2030 is an example of this in action, the plan being by Bury, for Bury.

By improving local insight, including through inclusive engagement, and the learning outlined in objective 6, this allows for a more equity-based approach to targeting public resources across the population in order to create the conditions where every person has access to the conditions to achieve their full potential.

Through the development of the neighbourhood model of delivery, inclusion is to be a key consideration in the development of community self-care and prevention approaches to support people to live and stay well within their communities.

**7. Framework Delivery:** Take action to adopt and ensure real progress is made on the on the Equality Framework for Local Government (EFLG), Equality Delivery System 2 (EDS2); Workforce Race Equality Standard (WRES) and Workforce Disability Equality Standard (WDES).

The Inclusion Strategy sets out to deliver improved awareness and assurance on compliance with legislation and policy frameworks in relation to equalities, diversity and human rights. The strategy promotes the key components of the Equality Framework for Local Government and Equality Delivery System 2, the respective frameworks for assessing and improving inclusion for local authorities and CCGs respectively

The NHS Workforce Race Equality Standard (WRES) is a mandated requirement for CCGs (as well as NHS provider organisations) and was introduced because reports had highlighted disparities in the number of Black, Asian and Minority Ethnic (BAME) people in senior leadership positions, as well as lower levels of wellbeing amongst the BAME population. As such the WRES is a set of specific measures which enable NHS organisations to compare the workplace and career experiences of BAME and non-BAME staff, to develop a local action plan to demonstrate progress against indicators of race equality. The WRES has been included in the CCG main provider contracts. Going forward the Council will also adopt the WRES, thereby going beyond its legal requirement in order to make real progress towards creating a more representative workforce.

The NHS Workforce Disability Equality Standard (WDES) in part modelled on the WRES came into force in 2019 for providers. It is not a mandated requirement for CCGs but both Bury Council and Bury CCG will adopt the WDES.

The overall approach to the development of this strategy goes beyond the law and regulation, allowing us to articulate what inclusion means for all our staff and communities; it aims to embed the inclusion objectives as our business as usual, it is not a bolt-on or nice-to-have.

#### 4.2 Area of focus for 2021/22

The strategy is designed to further equality of opportunity across all protected characteristics equally. There will, however, be a particular characteristic agreed each year which will be as area of focus for the year ahead. The focus will be proposed by the staff-led Inclusion Working Group and approved by the Strategic Commissioning Board (SCB).

It is proposed to focus on addressing racism and inequality during 2021/22, on the basis of:

- The protests in the United States of America, this country and across the world following the killing of George Floyd in May 2020. The SCB resolved in June 2020 to be united in tackling racism and inequality and reaffirmed

that, *"as an employer and service provider, Bury Council and NHS Bury CCG remain determined to oppose racist attitudes in everything we do"*.

- The Public Health England report *Disparities in the risk and outcomes of COVID-19* (June 2<sup>nd</sup> 2020) provided emerging evidence that black and minority ethnic (BAME) communities are disproportionately affected by COVID-19

A work plan for a particular focus on race equality over the next 12 months will be developed by the Inclusion Working Group, in consultation with community groups and presented to the SCB for approval.

## **5. Delivery Plan**

Appended to this strategy is a delivery plan which sets out the work to pursue defined objectives. The delivery plan will be performance managed as a key aspect of the joint Corporate Plan which is approved by Bury Council and NHS Bury CCG Governing Body each year. Summary milestones are:

### **By the end of the 2020/2021 financial year:**

- Investment made in additional leadership capacity to drive this agenda and post holder in place
- Equality assessment process updated and operating. Decisions will only be progressed if a robust assessment is in place
- Community engagement plan agreed and published, including plans for regular "listening events" with different community groups and action plans as a result
- A detailed plan will be developed for the focused work to tackle race inequality over the next 12 months

### **By Q2 2021/22**

- Quarterly reports and scrutiny of progress towards inclusion objectives as part of wider corporate plan begin
- Clear plan for improving workforce and service user management information
- Workforce and Elected Member / Governing Body member learning and development offer updated
- HR policies reviewed and updated to reflect the ambition for greater representation
- Action plans for equality frameworks refreshed
- The ambition for improving workforce representation to be agreed and a plan to achieve it in place

**By the end of the 2021/22 financial year:**

- All staff training updated, with priority for those responsible for making Equality Assessments
- Meaningful progress being made towards equality frameworks

**6. Governance**

This is a joint strategy between Bury Council and Bury CCG and such ownership in terms of driving implementation and evaluation sits with the Strategic Commissioning Board (SCB) under the accountable leads of:

- The CCG Chair as Clinical Lead for Inclusion
- The Council's Cabinet Member for Corporate Affairs

Reporting against the Implementation Plan will take monthly to the Cabinet Member for Corporate Affairs and the Clinical Lead for inclusion; who together shall present joint updates to SCB every six months and to the respective scrutiny committees (Bury Council – Overview and Scrutiny Committee). As outlined above reporting on progress and outcomes of the Inclusion Objectives will also take place through the quarterly reviews of the Corporate Plan by the SCB.

Regular updates will also be provided to the Bury Strategy Board, to share learning and opportunities to promote best practice across the wider Bury system.

A Workforce Inclusion Group, comprised of the Chairs/representatives of workforce equality groups, the Trade Unions and key heads of service, meets fortnightly to deliver the actions in this plan. Updates to the Council and CCG workforce are provided quarterly by this group through the Inclusion Matters staff newsletter.

## **Appendix 1: Joint Implementation Plan**

RAG as at 17<sup>th</sup> November 2020

Recommendation	Requirement	CCG	Council	Status
<b>Inclusion Objective 1 : Performance and Scrutiny :</b> (a) ensure that there is a robust performance/scrutiny function in place for current and future Inclusion work (b) Establish effective governance arrangements (c) resource through internal staff expertise at a senior level and drive forward the implementation of the Inclusion Strategy				
<b>Council 1</b>	Establish an Inclusion Implementation Group, with an Executive Lead, membership to be determined by the Council, in order to implement the Inclusion Strategy and actions monitored across the organisation		✓	In progress
<b>Council 1</b> <b>CCG 1</b>	Identify and establish reporting arrangements for the Inclusion Implementation Group	✓	✓	In progress
	Establish an annual review process of the equality objectives and implementation plans actions and set appropriate objectives and actions for subsequent year	✓	✓	Complete
	Produce an annual report on progress made against objectives and actions	✓	✓	Complete
<b>CCG 1</b>	Remove the responsibility for the monitoring of EDHR work from the Quality and Performance Committee and establish a CCG Inclusion Implementation Group with an Executive Lead	✓		In progress
<b>Council 3</b>	Identify a named senior leader who will act as a Champion for the Equality Employee Groups		✓	In progress
<b>Council 3</b>	Establish a Head of Equality post		✓	In progress
<b>CCG 1</b>	Establish a junior internal EDHR post to operationalise delivery working across the CCG and the Council	✓		To be actioned
<b>Inclusion Objective 2 : Equality Data and Information :</b> (a) improve data collection with regard to the protected characteristics of employees and service users (b) ensure that the Council is meeting its legal obligations to have due regard to the general equality duty and to be able to demonstrate compliance (c) ensure that the CCG is meeting its legal obligations to have due regard to the general equality duty and to be able to demonstrate compliance				
<b>Council 7</b>	Carry out a full data cleanse of the iTrent (HR system) in order to take the initial step of improving data collection on the protected characteristics of employees		✓	In progress
<b>Council 7</b>	Introduce consistent data collection requirements across the protected characteristics for all departments and service areas		✓	In progress
<b>Council 2</b> <b>CCG 2</b>	Design and implement a robust system across each department to confirm, QA & record EA screening of policies takes place	✓	✓	To be actioned



	Insert an EA section into formal reports in order to provide a written explanation of the outcome(s) of either conducting an initial or full EA	✓	✓	Complete
	Implement a robust system whereby approval of a formal report is paused when the 'Equality/Diversity implications' section is left blank and approval will only be given when this section is completed	✓	✓	In progress
	Identify all staff who are required to undertake EAs and implement a robust system to ensure these staff attend tutor-led EA training	✓	✓	To be actioned
	Establish a reporting mechanism of EA work conducted departmentally to the future Inclusion Implementation Group in order to monitor progress made and to establish an accountability and assurance function	✓	✓	To be actioned
	Update current EA Template and Guidance	✓	✓	In progress
CCG 2	Design and implement a central system to record EA work and their outcomes	✓		To be actioned
<b>Inclusion Objective 3 : Community Engagement :</b> <b>(a) improve community engagement</b> <b>(b) Ensure members of local BAME Communities, through the 'Listening Exercise', to have been genuinely heard</b>				
Council 6	Produce a Community Engagement Strategy co-designed with communities across the protected characteristics with a clear implementation plan		✓	In progress
Council 6	Introduce Regular Listening Events & reports back with members of communities with protected characteristics/community leaders/voluntary and community sector representatives		✓	In progress
CCG 5	Develop equality and health inequalities guidelines for commissioners embedding EDHR in strategies, commissioning intentions, policies, service specifications and service redesign	✓		In progress
CCG 5	Approve the draft Communications and Engagement Strategy 2020-2023 and take steps to implement the Strategy	✓		In progress
Council 8 CCG 10	Ensure the full findings of this exercise is shared with relevant key staff across departments	✓	✓	In progress
Council 8 CCG 10	Report on progress made against these actions to the Inclusion Implementation Group and to the people who participated in the Listening Exercise	✓	✓	In progress
<b>Inclusion Objective 4 : Representative Workforce :</b> <b>(a) Progress development of a Council workforce that is representative of Bury's population</b> <b>(b) Continue to create a more representative CCG workforce by identifying positive action measures</b> <b>(c) implement the actions relating to staff contained in the 'Workforce section of the current (CCG) Annual Equality Publication</b> <b>(d) make real progress against the current WRES action plan</b>				
Council 4	Open up vacancies for external recruitment		✓	To be actioned

	Where there is an under-representation of staff at all levels compared to the local population across the protected characteristics, identify positive action measures and take action to progress these, with a particular focus on Race in 2021 and a particular focus on Disability in 2022		✓	To be actioned
	Adopt the NHS Workforce Race Equality Standard (WRES) and produce a WRES Action Plan		✓	In progress
	Set workforce targets/aspirations, which are monitored across each department's performance against these targets		✓	To be actioned
<b>Council 9</b>	Adopt the NHS Workforce Disability Equality Standard (WDES) as part of their future objectives setting for 2022	✓	✓	To be actioned
<b>CCG 11</b>	Identify positive action measures and take action to progress these	✓		To be actioned
<b>CCG 9</b>	Ensure actions from workforce AEP are placed into an action plan with clear timescales	✓		In progress
<b>CCG 8</b>	Complete the examination of staff pay band data	✓		In progress
	Ensure recruitment panels are diverse and monitor regularly	✓		To be actioned
	Include on job advertisements a positive action statement	✓		In progress
	Assess how the CCG currently advertises posts and determine whether extra efforts to reach BAME communities is required	✓		In progress
	Agree incremental aspirational targets for the recruitment of BAME staff at senior levels and at Board level	✓		To be actioned
	Use recruitment agencies that specialise in diverse candidate attraction for posts at senior levels	✓		Complete
	Track and report applications, shortlisting, appointments, promotions and leavers by ethnicity	✓		Complete
	Develop a bank of recruitment champions who will provide checks on the recruitment process	✓		In progress
	Identify and agree further actions, where applicable, contained in the NHS Guidance – 'A Model Employer: Increasing BAME representation at senior levels across the NHS'	✓		To be actioned
<b>Inclusion Objective 5 : Training and Learning</b> <b>(a) Upskill council staff and elected members and to enable them to effectively raise awareness and contribute to the implementation of the Inclusion Strategy</b> <b>(b) to upskill CCG staff with regard to EDHR and provide bespoke tailor-made tutor-led equality and diversity training</b>				
<b>Council 5</b>	Provide tutor-led bespoke equality and diversity training and other learning opportunities to different cohorts within the Council. Take action to ensure		✓	To be actioned

	compliance			
<b>Council 11</b>	Replace the mandatory e-learning EDHR module with tutor-led bespoke EDHR training	✓	✓	<b>To be actioned</b>
<b>CCG 6</b>	Introduce Fair and Inclusive Recruitment and Selection training for staff involved in recruitment and selection	✓		<b>In progress</b>
<b>CCG 6</b>	Introduce tutor-led Human Rights Act training for relevant staff and managers	✓		<b>To be actioned</b>
<b>Council 11</b>	Design and implement a Diversity-Based Reverse Mentoring Programme	✓	✓	<b>To be actioned</b>
<b>CCG 6</b>				
<b>Inclusion Objective 6 : Improve user access and experience</b> <b>(a) CCG to assure itself that Providers are compliant with the EDHR contract requirements and to also help improve data collection on service users with protected characteristics</b> <b>(b) CCG to be assured of compliance against the Accessible Information Standard (AIS) and thereby improve patient access and experience</b> <b>(c) CCG to further demonstrate its commitment to ensuring that EDHR is at the heart of commissioning</b>				
<b>CCG 3</b>	Approve the draft Contract Management Policy 2020-2023 and take steps to implement the policy including arrangement for monitoring and reporting provider compliance	✓		<b>In progress</b>
<b>CCG 4</b>	Assess the CCG's compliance with the AIS for the CCG's main public-facing services and raise staff awareness of its requirements	✓		<b>In progress</b>
<b>CCG 4</b>	Seek assurance from provider organisations of their compliance with the standard	✓		<b>In progress</b>
<b>CCG 4</b>	Assess GP practices' compliance with the AIS	✓		<b>In progress</b>
<b>Inclusion Objective 7 : Framework Delivery</b> <b>(a) continually improve the Council's work on equality</b> <b>(b) progress against the goals in the EDS2</b>				
<b>Council 10</b>	Determine which EFLG criteria/sub criterion is prioritised on a yearly basis		✓	<b>To be actioned</b>
<b>CCG 7</b>	make an assessment against the evidence collected for grading purposes for Goal 1: Better Health Outcomes	✓		<b>In progress</b>
<b>CCG 7</b>	Identify the next Goal in the EDS2 and use the EDS2 Guidance Steps as a framework for progressing actions	✓		<b>In progress</b>

**Appendix 2: Bury's Demography: 190k people, 6 towns, 1 Borough.**

The gender split within Bury is 51% female and 49% male. This is the same as the gender split for England and Wales (2011 Census).

Bury has an age profile which is relatively younger than England overall, with more people aged between 30-39, and 50-59 (2018 Office of National Statistics MidYear Estimates) By 2021 the number of people aged under 20 years old is expected to increase by 2%. The over 65 year old population is expected to increase by 6%. The over 80 year old population is expected to increase by 11%.

In terms of race, Bury has a Black, Asian and Minority Ethnic (BAME) population of around 10.8% compared to 14.7% of the population of England and Wales (2011 Census). The Borough has a number of emerging communities' and data from the Government shows that there are 495 refugee and asylum seekers in Bury receiving section 95 support intended to meet essential living needs. In the North West region, the nationalities of those seeking asylum are predominantly from Pakistan, Iran, Iraq and Nigeria.

Over 21,224 people in Bury have a limiting long-term illness, health problem or disability equating to 11.24% of our resident population, compared to 18.8% of the population of England and Wales (2011 Census). Instances of disability rise significantly with age. As life expectancy increases, the number of people with complex care needs rises too.

The number of people providing unpaid care is around 19,954, of which 2.5% care for 50 hours or more.

The majority of Bury's residents indicate they identify as Christian faith (62.7%), followed by Muslim (6.1%) and Jewish (around 5.6%). 18.6% identified as having no religion. This compares to the population of England and Wales as Christian (59.3%), followed by Muslim (4.8%), Hindu (1.5%), Sikh (0.8%) and then Jewish (0.5%). 25.1% identified as having no religion (2011 Census).

There is currently no national or local data on gender identity. However, estimates provided by the Lesbian, Gay, Bisexual and Transgender (LGBT) Foundation that 1 in 4,000 people in the UK seek support to change their birth gender.

There is currently no national or local data on sexual orientation. However, estimates provided by the LGBT Foundation and Stonewall that between 5% and 7% of the population identify as Lesbian, Gay or Bisexual nationally

The Census 2011 showed those married as 70,088 and those in a registered same-sex civil partnership status as 253 in Bury.

## EQUALITY ANALYSIS

This Equality Analysis considers the effect of Bury Council/ Bury CCG activity on different groups protected from discrimination under the Equality Act 2010. This is to consider if there are any unintended consequences for some groups from key changes made by a public body and their contractor partners organisations and to consider if the activity will be fully effective for all protected groups. It involves using equality information and the results of engagement with protected groups and others, to manage risk and to understand the actual or potential effect of activity, including any adverse impacts on those affected by the change under consideration.

For support with completing this Equality Analysis please contact:

Chris Woodhouse, Strategic Partnerships Manager: [c.woodhouse@bury.gov.uk](mailto:c.woodhouse@bury.gov.uk) / 0161 253 6592

<b>SECTION 1 – RESPONSIBILITY AND ACCOUNTABILITY</b> <i>Refer to Equality Analysis guidance page 4</i>	
<b>1.1</b> Name of policy/ project/ decision	<b>Bury Council &amp; CCG Inclusion Strategy</b>
<b>1.2</b> Lead for policy/ project/ decision	<b>Lynne Ridsdale, DCE</b>
<b>1.3</b> Committee/Board signing off policy/ project/ decision	<b>Cabinet/ Governing Body</b>
<b>1.4</b> Author of Equality Analysis	<i>Name: Lynne Ridsdale Role: Deputy Chief Executive Contact details: <a href="mailto:l.ridsdale@bury.gov.uk">l.ridsdale@bury.gov.uk</a></i>
<b>1.5</b> Date EA completed	<b>14<sup>th</sup> December 2020</b>
<b>1.6</b> Quality Assurance	<i>Name: Chris Woodhouse Role: Strategic Partnerships Manager Contact details: <a href="mailto:c.woodhouse@bury.gov.uk">c.woodhouse@bury.gov.uk</a> Comments: All sections completed and good consideration of all areas.</i>
<b>1.7</b> Date QA completed	<b>11/01/2021</b>
<b>1.8</b> Departmental recording	<i>Reference: EA_CC_21_001 Date: 11/01/2021</i>
<b>1.9</b> Next review date	<b>31/01/2021</b>

**SECTION 2 – AIMS AND OUTCOMES OF POLICY / PROJECT***Refer to Equality Analysis guidance page 5*

<b>2.1</b> Detail of policy/ decision being sought	Approval of Bury inclusion strategy including equalities objectives for next 4 years
<b>2.2</b> What are the intended outcomes of this?	Compliance with Equality Act duties; progression towards Bury 2030 “inclusion” pledge delivery; demonstrable progress against equalities frameworks eg Equalities Framework for Local Government & Workforce Race & Disability Equality Framework

**SECTION 3 – ESTABLISHING RELEVANCE TO EQUALITY & HUMAN RIGHTS***Refer to Equality Analysis guidance pages 5-8 and 11*

Please outline the relevance of the activity/ policy to the Public Sector Equality Duty

<b>General Public Sector Equality Duties</b>	<b>Relevance (Yes/No)</b>	<b>Rationale behind relevance decision</b>
<b>3.1</b> To eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by Equality Act 2010	Yes	Action plan to improve internal compliance with Equalities Act and relevant best practice standards
<b>3.2</b> To advance equality of opportunity between people who share a protected characteristic and those who do not.	Yes	Action plan to ensure the council and CCG have a plan to make a meaningful contribution to Bury 2030 inclusion pledge
<b>3.3</b> To foster good relations between people who share a protected characteristic and those who do not	Yes	Action plan to ensure the council and CCG have a plan to make a meaningful contribution to Bury 2030 inclusion pledge
<b>3.4</b> Please outline the considerations taken, including any mitigations, to ensure activity is not detrimental to the Human Rights of any individual affected by the decision being sought.		
The Inclusion Strategy includes direct reference to the promotion of Human Rights, indeed the term inclusion has been utilised to demonstrate this strategy is beyond equality to include diversity and human rights.		

**SECTION 4 – EQUALITIES DATA***Refer to Equality Analysis guidance page 8*

<b>Protected characteristic</b>	<b>Outcome sought</b>	<b>Base data</b>	<b>Data gaps (to include in Section 8 log)</b>
<b>4.1</b> Age	Progression of the 7 inclusion objectives with regards each characteristic / Community of interest: <ul style="list-style-type: none"> <li>Performance and Scrutiny:</li> <li>Equality Data and Information:</li> <li>Community Engagement</li> </ul>	See Appendix	-
<b>4.2</b> Disability			-
<b>4.3</b> Gender			-
<b>4.4</b> Pregnancy or Maternity			-
<b>4.5</b> Race			Limited information on smaller and emerging communities in Bury
<b>4.6</b> Religion and belief			-
<b>4.7</b> Sexual Orientation			-
<b>4.8</b> Marriage or Civil			-

Partnership	<ul style="list-style-type: none"> <li>Representative Workforce</li> <li>Training and Learning</li> <li>Improve patient access and patient experience: NHS Frameworks Delivery</li> </ul>		
4.9 Gender Reassignment		None	There is currently no national or local data on gender identity
4.10 Carers		19,954 (Census 2011)	
4.11 Looked After Children and Care Leavers		358 Looked After Children and 140 Care Leavers	
4.12 Armed Forces personnel including veterans		6,447 (GP register, July 2020)	Specific question being asked in 2021 census
4.13 Socio-economically vulnerable		<p>15,700 Housing benefit / Council Tax support claimants</p> <p>NOMIS Claimant Count: 8,135 (October 2020)</p> <p>17,207 household members in STH properties</p> <p>356 people whom the council has a homeless duty</p> <p>34 rough sleepers currently in temporary accommodation, including A Bed Every Night</p>	Data to continue to be updated from Bury Community Support Fund measures.

## SECTION 5 – STAKEHOLDERS AND ENGAGEMENT

*Refer to Equality Analysis guidance page 8 and 9*

	Internal Stakeholders	External Stakeholders
5.1 Identify stakeholders	All council and CCG staff	All Borough residents The Team Bury partnership network
5.2 Engagement undertaken	<ul style="list-style-type: none"> <li>All staff invited to contribute to the Bury 2030 vision</li> <li>121 interviews with a sample of staff, Equality Group Chairs and leaders by independent consultant</li> <li>Bury 2030 consultation began 2 November 2020 and ongoing</li> <li>Strategic Commissioning Board on 7th December 2020</li> </ul>	<ul style="list-style-type: none"> <li>Borough-wide survey on Bury 2030 vision via One Community</li> <li>Partnership events including the Faith Forum; Jewish Leaders' meetings and Partnership-wide away days</li> <li>Specific Listening Event with BAME community leaders</li> <li>Bury 2030 consultation began 2</li> </ul>

		November 2020 and ongoing
<b>5.3 Outcomes of engagement</b>	Key messages captured in consultant feedback and independent report. Council and CCG found to be equally poor as organisations in meeting equalities obligations in law and fulfilling own ambition	
<b>5.4 Outstanding actions following engagement (include in Section 8 log)</b>	None outstanding for approval of report	None outstanding for approval of report

## SECTION 6 – CONCLUSION OF IMPACT

*Refer to Equality Analysis guidance page 9*

Please outline whether the activity/ policy has a positive or negative effect on any groups of people with protected inclusion characteristics

Protected Characteristic	Positive/ Neutral Negative/	Impact (include reference to data/ engagement)
6.1 Age	Positive	Given nature of strategy, see 6.14
6.2 Disability	Positive	
6.3 Gender	Positive	
6.4 Pregnancy or Maternity	Positive	
6.5 Race	Positive	
6.6 Religion and belief	Positive	
6.7 Sexual Orientation	Positive	
6.8 Marriage or Civil Partnership	Positive	
6.9 Gender Reassignment	Positive	
6.10 Carers	Positive	
6.11 Looked After Children and Care Leavers	Positive	
6.12 Armed Forces personnel including veterans	Positive	
6.13 Socio-economically vulnerable	Positive	
6.14 Overall impact - What will the likely overall effect of your activity be on equality, including consideration on intersectionality?	Strategy provides framework to ensure positive contribution against all characteristics / communities of interest with clear action plan for delivery against: <ul style="list-style-type: none"><li>• The requirements of the Equalities Act 2010</li><li>• Internal ambition as described in the Inclusion Strategy and joint Corporate Plan</li></ul>	

## SECTION 7 – ACTION LOG

*Refer to Equality Analysis guidance page 10*

Action Identified	Lead	Due Date	Comments and Sign off (when complete)
<b>7.1 Actions to address gaps identified in section 4</b>			
Data to be sought on carers	LR	17/12/20	Received 16/12/2020 and included in section 4



Data to be sought on Armed Forces	LR	17/12/20	Received 16/12/2020 and included in section 4
Data to be sought on socio-economically vulnerable	LR	17/12/20	Requested 14/12/20 and included in section 4. Further data from Bury Community Support Fund to be routinely added.
<b>7.2 Actions to address gaps identified in section 5</b>			
No gaps at present			
<b>7.3 Mitigations to address negative impacts identified in section 6</b>			
No gaps at present			
<b>7.4 Opportunities to further inclusion (equality, diversity and human rights ) including to advance opportunities and engagements across protected characteristics</b>			
The “inclusion” pledge applies as one of the five cross-cutting outcomes for the whole Bury 2030 vision. Every initiative and deliverable will be tested to ensure it is contributing to inclusion and other pledges, to ensure all resources are aligned to the strategic vision	All	Ongoing	

<b>SECTION 8 - REVIEW</b>			
<i>Refer to Equality Analysis guidance page 10</i>			
Review Milestone	Lead	Due Date	Comments (and sign off when complete)
Prior to Cabinet meeting January 2021	LR	08/01/2021	Reviewed by Internal Working Group; no further additions required at this stage.
Ahead of reporting against implementation plan to Cabinet Member for Corporate Affairs and Clinical Lead for Inclusion	LR	Monthly from 31/01/2021	
Ahead of progress and outcomes of Inclusion Strategy as part of quarterly reviews of Corporate Plan to SCB	LF	Quarterly	
Ahead of Joint update to Strategic Commissioning Board	Cllr Tahir Rafiq/ Dr. Jeff Schryer	Every six months	
Ahead of reporting to respective Scrutiny functions	LR	At least annually	

<b>SECTION 9 – QUALITY ASSURANCE</b>		
<i>Refer to Equality Analysis guidance page x</i>		
<b>Consideration</b>	<b>Yes/ No</b>	<b>Rationale and details of further actions required</b>
Have all section been completed fully?	Yes	All sections completed; actions aligned to log. All characteristics considered.
Has the duty to eliminate unlawful discrimination, harassment, victimization and other conducted prohibited by the PSED and Equalities Act been considered and acted upon?	Yes	Nature of the strategy and focus of content places these duties at the heart of this activity. Anchoring this activating in Bury 2030 will positively advance opportunities to advance inclusion and associated relations. The Inclusion Action Plan address both internal and external opportunities to advance equality across workforce, service commissioning and delivery, communications and to ensure data allows for robust decision making in light of protected characteristics (both those in law and additional local communities of interest)
Has the duty to advance equality of opportunity between people who share a protected characteristic and those who do not been considered and acted upon	Yes	
Has the duty to foster good relations between people who share a protected characteristic and those who do not, been consider and acted upon	Yes	
Has the action log fully detailed any required activity to address gaps in data, insight and/or engagement in relation to inclusion impact?	Yes	Whilst no gaps to date this is to be kept under review to ensure further engagement opportunities explored to strengthen delivery of the strategy.
Have clear and robust reviewing arrangements been set out?	Yes	Good coverage of reviewing options with a named lead. This is to be updated as the strategy is implemented to ensure EA kept up-to-date.
Are there any further comments to be made in relation to this EA	No	

### **Appendix : Bury 2030 Strategy - Bury's Diversity**

Bury has a resident population of 190,108. The communities we serve are diverse in their make-up. We have several indicators of our population's diversity across the protected characteristics:

#### **Gender**

The gender split within Bury is 51% female and 49% male. This is the same as the gender split for England and Wales (2011 Census).

#### **Age**

Bury has a relatively younger population profile, similar to England overall, with more people aged between 30-39, and 50-59 (2018 Office of National Statistics Mid-Year Estimates) By 2021 the number of people aged under 20 years old is expected to increase by 2%. The over 65 year old population is expected to increase by 6%. The over 80 year old population is expected to increase by 11%.

## **Race**

Bury has a Black, Asian and Minority Ethnic (BAME) population of around 10.8% compared to 14.7% of the population of England and Wales (2011 Census). The Borough has a number of emerging communities' and data from the Government shows that there are 495 refugee and asylum seekers in Bury receiving section 95 support intended to meet essential living needs. In the North West region, the nationalities of those seeking asylum are predominantly from Pakistan, Iran, Iraq and Nigeria.

## **Disability**

Over 21,224 people in Bury have a limiting long-term illness, health problem or disability equating to 11.24% of our resident population, compared to 18.8% of the population of England and Wales (2011 Census). Instances of disability rise significantly with age. As life expectancy increases, the number of people with complex care needs rises too. The number of people providing unpaid care is around 19,954, of which 2.5% care for 50 hours or more.

## **Religion/Belief (and Lack of Religion/Belief)**

A majority of Bury's residents are Christian (62.7%), followed by Muslim (6.1%) and Jewish (around 5.6%). 18.6% identified as having no religion. This compares to the population of England and Wales as Christian (59.3%), followed by Muslim (4.8%), Hindu (1.5%), Sikh (0.8%) and then Jewish (0.5%). 25.1% identified as having no religion (2011 Census).

## **Gender Reassignment**

There is currently no national or local data on gender identity. However, estimates provided by the Lesbian, Gay, Bisexual and Transgender (LGBT) Foundation that 1 in 4,000 people in the UK seek support to change their birth gender.

## **Sexual Orientation**

There is currently no national or local data on sexual orientation. However, estimates provided by the LGBT Foundation and Stonewall that between 5% and 7% of the population identify as Lesbian, Gay or Bisexual nationally.

## **Marriage and Civil Partnership**

The Census 2011 showed those married as 70,088 and those in a registered same-sex civil partnership status as 253 in Bury.

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<b>Classification</b>	<b>Item No.</b>
<b>Open</b>	

<b>Meeting:</b>	<b>Cabinet</b>
<b>Meeting date:</b>	<b>20<sup>th</sup> January 2021</b>
<b>Title of report:</b>	<b>Disabled Adaptations to Council properties – New Procedure</b>
<b>Report by:</b>	<b>Cabinet Member for Housing Services</b>
<b>Decision Type:</b>	<b>Non Key</b>
<b>Ward(s) to which report relates</b>	<b>All</b>

### **Executive Summary:**

Urban Renewal Officers have reviewed the existing Council Procedure with regards to adaptations to Council properties. This existing procedure enforces rehousing should the grant maximum exceed £15,000. A recent high court case, R (on the application of Glynis McKeown) v Islington LBC (2020) has ruled that this is discriminatory, since a local authority has no more reason to force a social-housing tenant to move home than they could with an owner occupier.

This report proposes replacing the Procedure with a new Procedure that is in line with the Housing Grants, Construction and Regeneration Act 1996 legislation and this High Court ruling.

### **Recommendation(s)**

#### **That:**

- **To repeal the existing Council Procedure in relation to Disabled Adaptations for Council tenants.**
- **To approve and implement the proposed new Procedure**

- **The cost be managed within the overall HRA budget that forms part of the capital programme and that consideration be given to increasing the budget in future years should there be an ongoing cost pressure.**

## **Key considerations**

### **Background:**

## **LEGISLATIVE FRAMEWORK**

- 1.1** Councils have a statutory duty to provide Mandatory Disabled Facilities Grants (DFG) under the terms of the Housing Grants, Construction and Regeneration Act 1996.
- 1.2** The Council's Urban Renewal section delivers Disabled Facilities Grants and the other forms of assistance available, via the Council's Financial Assistance Policy, for private sector households and housing associations, via an application and referral process. A grant maximum of £30,000 is available to each applicant. Financial Means testing is also undertaken for adult applications (for child applications this is not required unless a top up grant is needed.) The Council is awarded an annual budget from the Better Care Fund – a proportion of these monies are to be used for the Mandatory Disabled Facilities Grants
- 1.3** Six Town Housing manage referrals from occupational therapists directly for the Council tenancies that they manage – no application is required nor financial means test. The works are funded via the Housing Revenue Account.
- 1.4** In the case of the stock that Six Town Housing own (circa 103 units) the process is in accordance with 1.2 above.

## **DISABLED FACILITIES GRANTS AND ADAPTATIONS PROCEDURES**

- 2.1** In order to ensure that the council fulfils its obligations for both privately owned homes and council owned homes in respect of adapting properties, there are two procedures in place.
- 2.2** **Privately owned properties (DFG process)** - In order to undertake allocations of DFGs in line with legislation, the allocation of a DFG is means tested. To enact this, the Council has a Financial Assistance Policy which sets out conditions on financial assistance in order to make efficient use of public resources and concentrates on initiatives that the Council is providing, pursuant to the Regulatory Reform (Housing Assistance) England and Wales Order 2002. This is delivered by Urban Renewal, and allows an element of discretionary funding where the applicant has no means of paying the extra. It is important to note that this Policy is from 2014 and requires updating – This piece of work is in progress and will be brought to a future Cabinet.

- 2.3 **Council owned properties (Major Adaptations process)** – The procedure for adapting council properties is undertaken by Six Town Housing, through procedures established by the Council. However, it is recognised that Council tenants are currently constrained by a procedure that in certain circumstances enforces rehousing rather than implementation of a Disabled Adaptation (a copy of this procedure is embedded in the list of background papers).

**Summary of current Procedure:**

The current procedure indicates that all customers must be offered rehousing if their current property is identified as requiring adaptation to meet their long term needs. This rehousing procedure must be followed in all cases exceeding £15,000 in cost. The tenant must go on a rehousing list for a period of 6 months or until an already or more easily adapted property becomes available, whichever is sooner. There are exceptions to the procedure if the case is deemed to be an exceptional case e.g. measures are assessed as urgent.

If a satisfactory conclusion has not been reached as a result of the re-housing procedure within agreed timescales, then a re-housing process report is to be completed by the Housing Occupational Therapist in consultation with Disability Services and be submitted to the Major Adaptations Panel for further discussion. The Panel will make a further decision which could include carrying out adaptations to the existing property, or following the re-housing procedure for a further determined period.

**HIGH COURT RULING / JUDICIAL REVIEW**

R (on the application of McKeown) v London Borough of Islington [2020] EWHC 779

- 3.1 Islington Council declined adaptations to a social-housing tenant, as they felt the property was unsuitable for their needs. They felt that the property had multiple issues and if each were addressed, the cost would go beyond the statutory maximum grant allowance.
- 3.2 The Local Authority felt a better solution would be for the client to move to more suitable accommodation, but the client refused this, and instead challenged their decision.
- 3.3 The judge found in favour of the client, and cited the following reasons:
- The Local Authority had confused/conflated its role as landlord and administrator of the Disabled Facilities Grant fund.
  - The local authority has no more reason to force a social-housing tenant to move home than they could with an owner occupier.
  - The multiple issues in the property could be addressed by considering each “purpose” separately, with a separate Disabled Facilities Grant application for each purpose.

- 3.4 It is therefore no longer appropriate to have a Rehousing Procedure specifically in relation to Disabled Adaptations of Council properties. A new procedure is therefore proposed.
- 3.6 It is proposed to amend the procedure so that relocation to a more suitable Council property is only offered as an option should the property the tenant is currently in not be technically feasible and practicable to adapt.

### **The proposal**

- 4.1 A new Procedure has been created (see background papers) which sets out how Panel will decide on Council housing tenant adaptations. This allows for maximum funding of £30,000 in line with the mandatory amount in the Housing Grants, Construction and Regeneration Act 1996. It also offers the potential to offer a discretionary top up to enable works to proceed.

4.2 **Summary of the proposed Procedure Note:**

The Occupational Therapist (Disability Services) would progress the major adaptations referral. Proposed works in excess of £10,000 are to be brought to Major Adaptations Panel for approval.

Where a Disabled Facilities Adaptation is being approved and the cost of the works exceed the legal maximum limit (being £30,000) a Discretionary top up may, upon consideration at Major Adaptation Panel, be awarded at the discretion of the Council, to top up the mandatory amount, utilising the Housing Revenue Account monies.

As the Council has the owner's interest in these properties there will not be a requirement for a 'Financial Means Test' of the occupant, and the adaptations will continue to be funded from the Housing Revenue Account.

Where the works for which the funding has been awarded have been included as part of a compensation claim for personal injury, the applicant will be required to repay the grant out of the proceeds of the claim.

The Council will offer the option of rehousing, if the property the occupant lives in is not technically feasible or practicably possible to adapt e.g. ground floor facilities required but no space to extend. The Council will also offer the option of rehousing should it be of benefit to the tenant for example the works required be extremely disruptive which would be to the detriment to the occupiers health and only upon the agreement of the occupier as their preferred option. This will only be on the basis of another suitable property being already available that meets the need.

The option of rehousing will not be forced upon the resident.

- 4.3 The current wording of tenancy agreements appears to remain fit for purpose



- 4.4 It is important to note there is currently a shortage in the availability of adapted Council Housing properties therefore adaptations will continue into the future to ensure that Council Housing tenants have access to suitable accommodation. Developing a managed stock of adapted properties fit for the future is a key aim of the Housing Strategy currently out to consultation.

### **Other alternative options considered**

- 5.1 No alternative options – it is recommended that the procedure is amended in line with this report.

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### **Community impact/links with Community Strategy**

Links to 2030 strategy and emerging housing strategy

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### **Equality Impact and considerations:**

*Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows:*

*A public authority must, in the exercise of its functions, have due regard to the need to -*

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;*
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;*
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.*

*The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good relations, and demonstrate that we are paying 'due regard' in our decision making in the design of policies and in the delivery of services.*

<b>Equality Analysis</b>	<i>Please provide a written explanation of the outcome(s) of either conducting an initial or full EA.</i>
There is no perceived impact of this decision on equality and diversity, by repealing the Policy the Council is ensuring equality to both tenants and owner occupiers	

*\*Please note: Approval of a cabinet report is paused when the 'Equality/Diversity implications' section is left blank and approval will only be considered when this section is completed.*

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**Assessment of Risk:**

The following risks apply to the decision:

<b>Risk / opportunity</b>	<b>Mitigation</b>
Legal Financial Reputational Risk to individual applicant with regards to quality of life	As described in the new process

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**Consultation:**

Relevant Council departments and Six Town Housing

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**Legal Implications:**

The legal implications are set out in detail in the report. The changes result from recent case law. A DFG is available regardless of tenure: they are tenure neutral-i.e. for owner occupiers, tenants and licensees. The council can provide adaptations in a more cost-effective and innovative ways, but this must not affect the rights of persons who are entitled to a DFG. Any material difference in treatment of council and non-council tenants may be discriminatory hence the necessity to amend the current policy.

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**Financial Implications:**

There is likely to be an additional cost of the proposal which may exceed the current budget available. On a worst case scenario this could be £150,000 and it is proposed that this be managed within the existing HRA allocation within the capital programme. Consideration of increasing the HRA will be considered as part of the annual budget setting process for the capital programme.

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## Report Author and Contact Details:

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Urban Renewal

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## Background papers:

Housing Grants, Construction and Regeneration Act 1996:

<https://www.legislation.gov.uk/ukpga/1996/53/part/I/chapter/I/crossheading/disabled-facilities-grants>

Adaptations Procedure from January 2017 (Enforces rehousing):



Major Adaptations  
Panel Note - January

Foundations summary of Judicial Review:

<https://foundations.uk.com/about-us/news/latest-news-and-blogs/r-v-islington-mckewon/>

Proposed Procedure January 2021:



Council Housing  
Disabled Adaptation

**Please include a glossary of terms, abbreviations and acronyms used in this report.**

Term	Meaning
LGO	Local Government Ombudsman

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## Equality Analysis Form

The following questions will document the effect of your service or proposed policy, procedure, working practice, strategy or decision (hereafter referred to as 'policy') on equality, and demonstrate that you have paid due regard to the Public Sector Equality Duty.

### 1. RESPONSIBILITY

<b>Department</b>	BGI	
<b>Service</b>	Urban Renewal	
<b>Proposed policy</b>	Council housing disabled adaptations procedure	
<b>Date</b>	3 <sup>rd</sup> December 2020	
<b>Officer responsible for the 'policy' and for completing the equality analysis</b>	<b>Name</b>	Michelle Stott
	<b>Post Title</b>	Interim Unit Manager for adaptations and energy
	<b>Contact Number</b>	0161 253 6367
	<b>Signature</b>	
	<b>Date</b>	03/12/2020

### 2. AIMS

<b>What is the purpose of the policy/service and what is it intended to achieve?</b>	To ensure disabled adaptations for Council tenants are delivered in line with the Housing Grants, Construction and Regeneration Act 1996 legislation and a recent High Court ruling.
<b>Who are the main stakeholders?</b>	Bury Council – Occupational Therapists and Urban Renewal Six Town Housing Disabled Council Tenants

**3. ESTABLISHING RELEVANCE TO EQUALITY**

**3a. Using the drop down lists below, please advise whether the policy/service has either a positive or negative effect on any groups of people with protected equality characteristics.**  
**If you answer yes to any question, please also explain why and how that group of people will be affected.**

<b>Protected equality characteristic</b>	<b>Positive effect (Yes/No)</b>	<b>Negative effect (Yes/No)</b>	<b>Explanation</b>
Race	No	No	
Disability	Yes	No	Will ensure disabled tenants have access to the same grant maximum as private sector residents.
Gender	No	No	
Gender reassignment	No	No	
Age	No	No	
Sexual orientation	No	No	
Religion or belief	No	No	
Caring responsibilities	Yes	No	Potential to improve the quality of life for those who care for disabled tenants if the tenants receive equipment required e.g. lifting and hoisting equipment.
Pregnancy or maternity	No	No	
Marriage or civil partnership	No	No	

**3b. Using the drop down lists below, please advise whether or not our policy/service has relevance to the Public Sector Equality Duty. If you answer yes to any question, please explain why.**

<b>General Public Sector Equality Duties</b>	<b>Relevance (Yes/No)</b>	<b>Reason for the relevance</b>
Need to eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010	Yes	Will ensure equality of access to disabled adaptation grants across all housing sectors.
Need to advance equality of opportunity between people who share a protected characteristic and those who do not (e.g. by removing or minimising disadvantages or meeting needs)	Yes	Improves quality of life for disabled tenants and could ensure that they are able to remain independent for longer.
Need to foster good relations between people who share a protected characteristic and those who do not (e.g. by tackling prejudice or promoting understanding)	No	

**If you answered 'YES' to any of the questions in 3a and 3b**

**Go straight to Question 4**

**If you answered 'NO' to all of the questions in 3a and 3b**

**Go to Question 3c and do not answer questions 4-6**

**3c. If you have answered 'No' to all the questions in 3a and 3b please explain why you feel that your policy/service has no relevance to equality.**

#### 4. EQUALITY INFORMATION AND ENGAGEMENT

**4a.** For a service plan, please list what equality information you currently have available (including a list of all EAs carried out on existing policies/procedures/strategies),

**OR** for a new/changed policy or practice please list what equality information you considered and engagement you have carried out in relation to it.

Please provide a link if the information is published on the web and advise when it was last updated?

(NB. Equality information can be both qualitative and quantitative. It includes knowledge of service users, satisfaction rates, compliments and complaints, the results of surveys or other engagement activities and should be broken down by equality characteristics where relevant.)

Details of the equality information or engagement	Internet link if published	Date last updated
Foundations summary of Judicial Review and England and Wales High Court Decisions: McKeown, R (On the Application Of) v London Borough of Islington [2020] EWHC 779 (Admin) (02 April 2020)	<a href="https://foundations.uk.com/about-us/news/latest-news-and-blogs/r-v-islington-mckewon/">https://foundations.uk.com/about-us/news/latest-news-and-blogs/r-v-islington-mckewon/</a>  <a href="https://www.bailii.org/ew/cases/EWHC/Admin/2020/779.html">https://www.bailii.org/ew/cases/EWHC/Admin/2020/779.html</a>	April 2020

**4b.** Are there any information gaps, and if so how do you plan to tackle them?

None identified at this stage.



**5. CONCLUSIONS OF THE EQUALITY ANALYSIS**

<b>What will the likely overall effect of your policy/service plan be on equality?</b>	Increased equality between disabled adaptation grant applicants across all housing sectors.
<b>If you identified any negative effects (see questions 3a) or discrimination what measures have you put in place to remove or mitigate them?</b>	Not applicable.
<b>Have you identified any further ways that you can advance equality of opportunity and/or foster good relations? If so, please give details.</b>	Will ensure communications about the new procedure is widely available across all channels.
<b>What steps do you intend to take now in respect of the implementation of your policy/service plan?</b>	Ensure this procedure is implemented throughout the grant referral process, advice provided to applicants and ensure that the Council's Major Adaptation Panel adheres to this procedure when making decisions on individual cases.

**6. MONITORING AND REVIEW**

**If you intend to proceed with your policy/service plan, please detail what monitoring arrangements (if appropriate) you will put in place to monitor the ongoing effects. Please also state when the policy/service plan will be reviewed.**

Will undertake an annual review

**COPIES OF THIS EQUALITY ANALYSIS FORM SHOULD BE ATTACHED TO ANY REPORTS/SERVICE PLANS AND ALSO SENT TO YOUR DEPARTMENTAL EQUALITY REPRESENTATIVE FOR RECORDING.**

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<b>Classification</b>	<b>Item No.</b>
<b>Open / Closed</b>	

<b>Meeting:</b>	Cabinet
<b>Meeting date:</b>	20 January 2021
<b>Title of report:</b>	Review of Radcliffe Shop Front Improvement Scheme
<b>Report by:</b>	Cllr. Eamonn O'Brien (Leader) – Cabinet Member for Finance and Growth
<b>Decision Type:</b>	Non-Key Decision
<b>Ward(s) to which report relates</b>	All Radcliffe Wards

## EXECUTIVE SUMMARY

This report reviews phase one of the Radcliffe Shop Front Improvement Scheme and considers how the remaining scheme funds can be most effectively used to support ongoing regeneration of Radcliffe town centre.

It proposes that the remaining funds be used specifically to support improvement works to Radcliffe Market Chambers building to deliver early activity as part of the Radcliffe SRF. This proposed use of the funding was recommended by the Radcliffe Cabinet Committee to Cabinet, at its meeting on 22 December 2020.

## RECOMMENDATION(S)

That:

- Approval is given to the transfer of the remaining Radcliffe Shop Front Grant funds to support improvement works to Radcliffe Market Chambers as part of the wider investment in this high profile building and in line with the Radcliffe SRF

objectives as per the recommendation of the Radcliffe Cabinet Committee on 22 December 2020.

## KEY CONSIDERATIONS

### 1. Background

- 1.1 The Radcliffe Shop Front scheme was set up as part of the Radcliffe Regeneration Action Plan in 2018 with £100,000 allocated to the scheme. The aim of the scheme was to provide grants of up to 80% (up to a maximum of £8,000) to cover the cost of the improvement works for high street retail properties.
- 1.2 For maximum impact, the initiative focused upon a tightly defined boundary within the core town centre and targeted independent high street businesses. Eligible improvement works included, for example, new shop fronts, painting, new signage and re-rendering, and applicants were asked to set out the benefits the proposed works would bring to their business and the high street overall.
- 1.3 Following a full application process, six submissions met the criteria and circa £36,000 has been allocated from the budget. All six businesses are in the process of/in a position to commence the agreed works.

### 2. Issues and Opportunities

- 2.1 The remaining balance of the Shop Front Scheme funding is £64,000. In March 2020, Cabinet agreed that this remaining funding be used to deliver a second phase of the Shop Front Grants Scheme as an early action in the Radcliffe SRF. This proposal, plus an extension of the scheme boundary, was also shared as part of the SRF consultation process. A small number of businesses have previously enquired about a future scheme.
- 2.2 However, due to the continuing impact of Covid 19 on town centre businesses, a review of the Shop Front Scheme has been undertaken to help determine whether a second phase of the grant scheme would be the best use of the remaining capital funding, or whether this budget could be used to greater effect elsewhere.
- 2.3 The review identified a number of issues and challenges in taking forward a second phase of the scheme:
  - **Limited uptake of the Scheme** - Despite receiving 23 expressions of interest, only 7 (6 eligible) full applications were submitted in phase 1. It may be that the limited take up is due to the requirement for financial investment by businesses /owners of business premises.

- **Impact of Works** - Whilst the grants allocated are likely to have a positive impact on the street scene, the limited nature of the uptake is likely to dilute the potential benefits that would have been achieved had a greater number of businesses accessed the funds.
- **Timescales** – Each grant funding agreement includes a deadline and the delivery timeframe varies depending on the specific details. Some of the agreements have been delayed as there has been a need for planning consents and there has been contractor issues during the pandemic.

2.4 The uptake of the Shop Front Grant funding going forward is dependent on the capacity of local businesses to contribute towards the improvement works. However, the continuing impact of Covid 19 is a challenge facing all town centre businesses and high street property owners and it will have had a significant impact on business finances. It is anticipated that physical improvements to business premises is unlikely to be a priority, thereby reducing the effectiveness of a shop front grant scheme in delivering positive impacts in Radcliffe town centre.

### 3. The Proposal

- 3.1 As part of the Radcliffe SRF, an early opportunity has been identified to deliver improvement works to the Council-owned Market Chambers building which is in a prominent location and its early improvement would have an immediate positive impact on the core town centre.
- 3.2 A development project plan for the building has been developed, which will identify the condition and cost of the required works. It is likely that the ground floor façade will require significant improvements.
- 3.3 It is proposed that the remaining shop front budget be used specifically to improve the shops fronts / façade of Market Chambers as a concentrated project.
- 3.4 The main benefits that would be achieved by the transfer of the remaining £64,000 shop front grant funds are as follows:
- **Positive impact on the High street** - Market Chambers is a high profile building occupying a prominent location in the heart of Radcliffe town centre and adjacent to Radcliffe Market. The property consists of office space and street level retail units, which are in a poor state of repair, and the condition of the building detracts from the town centre core. Although the longer-term use of the building is being considered in line with the Radcliffe SRF, any improvement works to the retail units will quickly enhance the high street and bring these units into active use. Where

appropriate, improvement works could incorporate the Radcliffe brand to reflect the consistent approach to regeneration within the town centre.

- **Improved Businesses/Retail units** - The creation of a Radcliffe Hub is likely to require the relocation of existing businesses and retailers into alternative premises in the centre. Early improvements to the Market Chambers building would help in ensuring there is added capacity within the centre to potentially accommodate any necessary relocations.
- **Ease of Allocation** - Unlike the existing Shop Front Scheme, there would be no need for an application process or reliance on third party investment for delivery. The funding would be used to deliver improvement works as part of the SRF programme and, in particular, the delivery of the Market Chambers programme of works.

3.5 It is acknowledged that some premises elsewhere in the town could still benefit from some grant funding to improve their frontages. In the event that the recommendation is supported, the Council will keep under consideration and review whether there will be a future opportunity for a shop front scheme to reflect the ambitions within the SRF.

3.6 This proposal was taken to the Radcliffe Cabinet Committee on the 22 December 2020 where the proposals outlined in this report were supported and recommended to Cabinet for approval.

#### **4. OTHER ALTERNATIVE OPTIONS CONSIDERED**

4.1 To progress with Phase Two of the Shop Front Regeneration Scheme. Having considered the factors set out above, this is not the recommended option.

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#### **EQUALITY IMPACT AND CONSIDERATIONS:**

24. *Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows:*

*A public authority must, in the exercise of its functions, have due regard to the need to -*

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;*
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;*

(c) *foster good relations between persons who share a relevant protected characteristic and persons who do not share it.*

25. *The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good relations, and demonstrate that we are paying 'due regard' in our decision making in the design of policies and in the delivery of services.*

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## **ASSESSMENT OF RISK:**

The following risks apply to the decision:

<b>Risk / opportunity</b>	<b>Mitigation</b>
N/A	.

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## **LEGAL IMPLICATIONS:**

The proposed change to the allocation of the fund requires Cabinet approval as it is outside the original delegation and provides for a change in focus and allocation.

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## **FINANCIAL IMPLICATIONS:**

Funding is currently available within the Council's Capital programme and there are no additional financial implications arising from the proposal.

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## **REPORT AUTHOR AND CONTACT DETAILS:**

Paul Lakin – Director of Economic Regeneration and Capital Growth

Email: [p.lakin@bury.gov.uk](mailto:p.lakin@bury.gov.uk)

Crispian Logue – Assistant Director (Strategy, Planning and Regulation)

Email: [c.logue@bury.gov.uk](mailto:c.logue@bury.gov.uk)

**BACKGROUND INFORMATION:**

The Radcliffe SRF and further information relating to it can be found on [www.bury.gov.uk/radclifferegeneration](http://www.bury.gov.uk/radclifferegeneration).

**Glossary**

Term	Meaning
SRF	The Radcliffe Strategic Regeneration Framework



## Equality Analysis Form

The following questions will document the effect of your service or proposed policy, procedure, working practice, strategy or decision (hereafter referred to as 'policy') on equality, and demonstrate that you have paid due regard to the Public Sector Equality Duty.

### 1. RESPONSIBILITY

<b>Department</b>	Business Growth and Infrastructure	
<b>Service</b>	Strategic Planning and Economic Development	
<b>Proposed policy</b>	Radcliffe Regeneration	
<b>Date</b>	10 December 2020	
<b>Officer responsible for the 'policy' and for completing the equality analysis</b>	<b>Name</b>	Crispian Logue
	<b>Post Title</b>	Assistant Director (Strategy, Planning & Regulation)
	<b>Contact Number</b>	0161 253 5306
	<b>Signature</b>	<i>C. Logue</i>
	<b>Date</b>	
<b>Equality officer consulted</b>	<b>Name</b>	
	<b>Post Title</b>	
	<b>Contact Number</b>	
	<b>Signature</b>	
	<b>Date</b>	

### 2. AIMS

<b>What is the purpose of the policy/service and what is it intended to achieve?</b>	Radcliffe suffers from higher levels of deprivation and poverty than other township within the Borough. The on-going commitment to regeneration in Radcliffe is intended to improve the economic performance of the town and to positively address key deprivation indicators.
<b>Who are the main stakeholders?</b>	The main stakeholders involved in the regeneration of Radcliffe include local residents, developers, investors, land owners, businesses, education providers, health services, infrastructure providers, interest groups and representative bodies.

**3. ESTABLISHING RELEVANCE TO EQUALITY**

**3a. Using the drop down lists below, please advise whether the policy/service has either a positive or negative effect on any groups of people with protected equality characteristics. If you answer yes to any question, please also explain why and how that group of people will be affected.**

<b>Protected equality characteristic</b>	<b>Positive effect (Yes/No)</b>	<b>Negative effect (Yes/No)</b>	<b>Explanation</b>
Race	No	No	
Disability	Yes	No	The proposal aims to support the improvement of Radcliffe town centre and development works that should reflect the needs of people with mobility difficulties and people with special needs.
Gender	No	No	
Gender reassignment	No	No	
Age	Yes	No	The project in Radcliffe is likely to involve the provision of improved facilities in Radcliffe town centre with a positive impact for local residents including the elderly.
Sexual orientation	No	No	
Religion or belief	No	No	
Caring responsibilities	No	No	
Pregnancy or maternity	No	No	
Marriage or civil partnership	No	No	

**3b. Using the drop down lists below, please advise whether or not our policy/service has relevance to the Public Sector Equality Duty. If you answer yes to any question, please explain why.**

<b>General Public Sector Equality Duties</b>	<b>Relevance (Yes/No)</b>	<b>Reason for the relevance</b>
Need to eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010	No	
Need to advance equality of opportunity between people who share a protected characteristic and those who do not (eg. by removing or minimising disadvantages or meeting needs)	No	
Need to foster good relations between people who share a protected characteristic and those who do not (eg. by tackling prejudice or promoting understanding)	No	

**If you answered 'YES' to any of the questions in 3a and 3b**

**Go straight to Question 4**

**If you answered 'NO' to all of the questions in 3a and 3b**

**Go to Question 3c and do not answer questions 4-6**

**3c. If you have answered 'No' to all the questions in 3a and 3b please explain why you feel that your policy/service has no relevance to equality.**

N/A

#### **4. EQUALITY INFORMATION AND ENGAGEMENT**

**4a.** For a service plan, please list what equality information you currently have available, **OR** for a new/changed policy or practice please list what equality information you considered and engagement you have carried out in relation to it.

Please provide a link if the information is published on the web and advise when it was last updated?

(NB. Equality information can be both qualitative and quantitative. It includes knowledge of service users, satisfaction rates, compliments and complaints, the results of surveys or other engagement activities and should be broken down by equality characteristics where relevant.)

<b>Details of the equality information or engagement</b>	<b>Internet link if published</b>	<b>Date last updated</b>
Following approval at Cabinet (September 2020) the Radcliffe Strategic Regeneration Framework (SRF will be the key vehicle for the delivery of the Council's continued ambitions to regenerate Radcliffe. The SRF will facilitate the development of short and longer-term, area-based plans that enable all stakeholders to understand how the vision for regeneration in Radcliffe will be achieved, the respective roles they can play in realising the vision, and the sequencing of investment decisions.	N/A	N/A

**4b.** Are there any information gaps, and if so how do you plan to tackle them?

No

**5. CONCLUSIONS OF THE EQUALITY ANALYSIS**

<b>What will the likely overall effect of your policy/service plan be on equality?</b>	Positive
<b>If you identified any negative effects (see questions 3a) or discrimination what measures have you put in place to remove or mitigate them?</b>	N/A
<b>Have you identified any further ways that you can advance equality of opportunity and/or foster good relations? If so, please give details.</b>	No
<b>What steps do you intend to take now in respect of the implementation of your policy/service plan?</b>	It is intended to establish robust arrangements for the delivery of the key proposals within the Radcliffe SRF as well as a comprehensive governance structure to oversee this.

**6. MONITORING AND REVIEW**

**If you intend to proceed with your policy/service plan, please detail what monitoring arrangements (if appropriate) you will put in place to monitor the ongoing effects. Please also state when the policy/service plan will be reviewed.**

The effectiveness of the approach set out in the Radcliffe SRF will be monitored and will, if necessary, be further reviewed.

**COPIES OF THIS EQUALITY ANALYSIS FORM SHOULD BE ATTACHED TO ANY REPORTS/SERVICE PLANS AND ALSO SENT TO THE EQUALITY INBOX ([equality@bury.gov.uk](mailto:equality@bury.gov.uk)) FOR PUBLICATION.**

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Classification	Item No.
Open	

<b>Meeting:</b>	Cabinet
<b>Meeting date:</b>	20 January 2021
<b>Title of report:</b>	<b>DISPOSAL OF SUMMERSEAT HOUSE, SUMMERSEAT LANE, SUMMERSEAT</b>
<b>Report by:</b>	Cabinet Member – Leader and Cabinet Member for Finance and Growth  Director - Paul Lakin, Director of Regeneration & Capital Growth
<b>Decision Type:</b>	<b>Key Decision</b>
<b>Ward(s) to which report relates</b>	North Manor

### Executive Summary:

Delegated authority is sought to dispose of Summerseat House, a vacant former Pupil Learning Centre located in Summerseat. The property comprising a Grade II listed former house with associated buildings and grounds would be sold on the open market utilising the services of a property marketing agent / consultant in order to achieve best value and secure the future use of the property.

The property is vacant and its condition is rapidly deteriorating due to a lack of funds for repair and maintenance plus several break-ins, thefts and acts of vandalism.

The sale of the property would:

Remove the risks to the Council associated with holding a vacant asset.

Produce a capital receipt for the Council.

Provide ongoing Council Tax and / or Business Rate revenue.

Alleviate the substantial ongoing costs of holding the property.

Enable the conversion/redevelopment of the property and its future use.

## **Recommendation(s)**

### **That:**

- Summerseat House is offered for sale.
- The Council's Property and Asset Management section procure a property marketing agent / consultant to assist in the disposal of Summerseat House. The appointment of an agent will expose the property to a wide range of potential purchasers and the agent can provide advice and recommendations with regard to potential purchasers.
- Delegated authority is given to the Director of Economic Regeneration and Capital Growth in consultation with the Cabinet Member for Finance and Growth to consider and accept / decline competitive bids for the property from potential purchasers and then to instruct the Council Solicitor with regard to an acceptable bid.

## **Key considerations**

### **Background**

Summerseat House is a property comprising a Grade II listed building together with non-listed connected buildings and a separate single storey building set in mature grounds with woodlands covering an area of approximately 2.9 hectares / 7.2 acres. A plan of the property, shown edged red, is attached at the end of this report.

The property is located within the Summerseat Conservation Area and also sits within the Green Belt.

The property was previously used by the Council as a Pupil Learning Centre but has been vacant for some time and is surplus to the Council's operational requirements. Consent to dispose of the property has been granted by the Secretary of State for Education.

The buildings on site are in a rapidly deteriorating state and are subject to ongoing acts of vandalism and theft. Incidents have included lead theft from the roof of the main building, break-ins by people looking to steal from the buildings and also commit acts of vandalism. Numerous windows in the properties have also been broken. Although repairs have been undertaken, the buildings have suffered considerable external and internal damage which would require significant expenditure to rectify.

Holding costs, including repairs and security measures, incurred to date currently amount to £142,000.



## **Planning**

Summerseat House is a Grade II Listed Building and the property is located within the Summerseat Conservation Area. Consequently, the Council's Planning team would seek to ensure that any development proposals respect the setting of the Listed Building and respect the character of the Conservation Area.

The property also sits within the Green Belt and therefore Green Belt policies will apply. The conversion and re use of the buildings would be appropriate in principle although the scope for new buildings is limited by national policies on Green Belt.

The site is not allocated or designated for any use in the Bury Unitary Development Plan but does have an extant planning permission to re-use the site as a development and training centre. The Council's Planning department have confirmed that the use of the site for residential purposes would be acceptable in principle subject to detail and Green Belt policy.

The Council's Planning department have also commented that other uses may be appropriate, subject to detail, and their impact on the openness of the Green Belt, such as a hotel, or small scale office use.

The marketing material provided to interested parties will include a Development-Planning Brief prepared by the Planning department to provide information and guidance on likely acceptable uses for the property.

## **Disposal**

Given the attractive location and scale of the property, it is anticipated that if brought to the market, it would attract a significant amount of interest from the property market, potentially for a variety of uses.

A soft market testing exercise was carried out in October by the Council's Growth and Development Manager with a number of interested parties and niche developers who have a track record in heritage developments. The outcome of that exercise is that there is some market appetite for the property for a residential use. The interested parties felt the sites potential could be de-risked if a Development/Planning Statement could be provided.

It is therefore being recommended that the property be brought to the market for disposal. It is likely that the property would be offered via informal tender with a closing date for the submission of bids from potential purchasers.

Tender submissions will be assessed on offer price, tenderer's proposal's including use, capacity/resource to carry out their proposed development and any conditions attached to their bid. The Director of Economic Regeneration and Capital Growth in consultation with the Cabinet Member for Finance and Growth would assess all bids and decide which should be accepted.

It is recommended that the Council's Property and Asset Management section procure a property marketing agent / consultant to assist in the disposal of Summerseat House. The appointment of an agent will facilitate the exposure of the property to a wide range of potential purchasers and the agent can provide advice and recommendations with regard to potential purchasers.

## **Other alternative options considered**

### **Option 1**

#### **Redevelopment by the Council**

Options for the Council to redevelop the property as a direct development have been explored by the Council's Growth and Development Manager, including developing a small affordable housing/apartment scheme. There are viability issues with such a scheme and it would be dependent upon significant gap funding to make it viable. On that basis and taking other factors into consideration Officers consider that a disposal is felt to be the best way forward.

### **Option 2**

#### **Retain the asset in case of future Council accommodation requirement.**

This option would result in significant and ongoing holding costs being incurred together with the ongoing risks associated with holding empty properties. Significant capital expenditure would also be required in the short term to address the deterioration of the buildings located on the property.

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## **Community impact / Contribution to the Bury 2030 Strategy**

Community groups or other parties may express an interest in acquiring land assets from the Council. It should be noted that the Summerseat Village Community Group have expressed interest in the property previously but did not submit a business case for consideration which is a pre-requisite for considering premises for Community Asset Transfer.

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## **Equality Impact and considerations:**

This proposal does not adversely affect equality.

24. *Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows:*

*A public authority must, in the exercise of its functions, have due regard to the need to -*

- (a) *eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;*
  - (b) *advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;*
  - (c) *foster good relations between persons who share a relevant protected characteristic and persons who do not share it.*
25. *The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good relations, and demonstrate that we are paying 'due regard' in our decision making in the design of policies and in the delivery of services.*
- 

### **Assessment of Risk:**

<b>Risk / opportunity</b>	<b>Mitigation</b>
Failure to achieve a sale.	Soft market testing. Appointment of an agent to expose the property to the market.
Buyer does not develop or manage the property.	The tender document will ask bidders to state their intentions.
Proposed buyer withdraws from purchase.	This can happen however specifying a realistic and not pro-longed completion date will ensure that the property is quickly re-marketed in the event that a buyer withdraws from the purchase.

### **Consultation:**

The representatives of the Summerseat Village Community Group have been informed that the Council has been exploring its options for the site and is now considering an option to dispose of the site on the open market with a recommendation to Cabinet.

Consultation will be an integral part of any future planning application process, if a buyer/ developer brings an application forward.

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### **Legal Implications:**

There are no legal implications arising from the report. The recommendations require a decision of Cabinet. Legal advice and support will be required in relation to the

procurement and subsequent sale. This must follow the Council's Contract Procedure Rules.

The proposed disposal route and delegation is in accordance with Rule 16 of the Council's Contract Procedure Rules which governs such transactions.

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## Financial Implications:

The Council will receive a capital receipt through the sale of the property which will contribute towards the target agreed by Council in November 2020. The sale of the property will also reduce the security and other associated costs.

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## Report Author and Contact Details:

**Paul Lakin**

**Director of Regeneration & Capital Growth**

Bury Council | Town Hall | Bury | BL9 0EJ

Tel: 07730 036559 | [Email: p.lakin@bury.gov.uk](mailto:p.lakin@bury.gov.uk)

**Paul Aungier**

**Principal Surveyor, Property & Asset Management**

Bury Council | 3 Knowsley Place | Bury | BL9 0SW

Tel: 0161 253 5359 / 0781 166 1095 | Email: [p.aungier@bury.gov.uk](mailto:p.aungier@bury.gov.uk)

## Background information:

Property Site Plan – Appendix 1

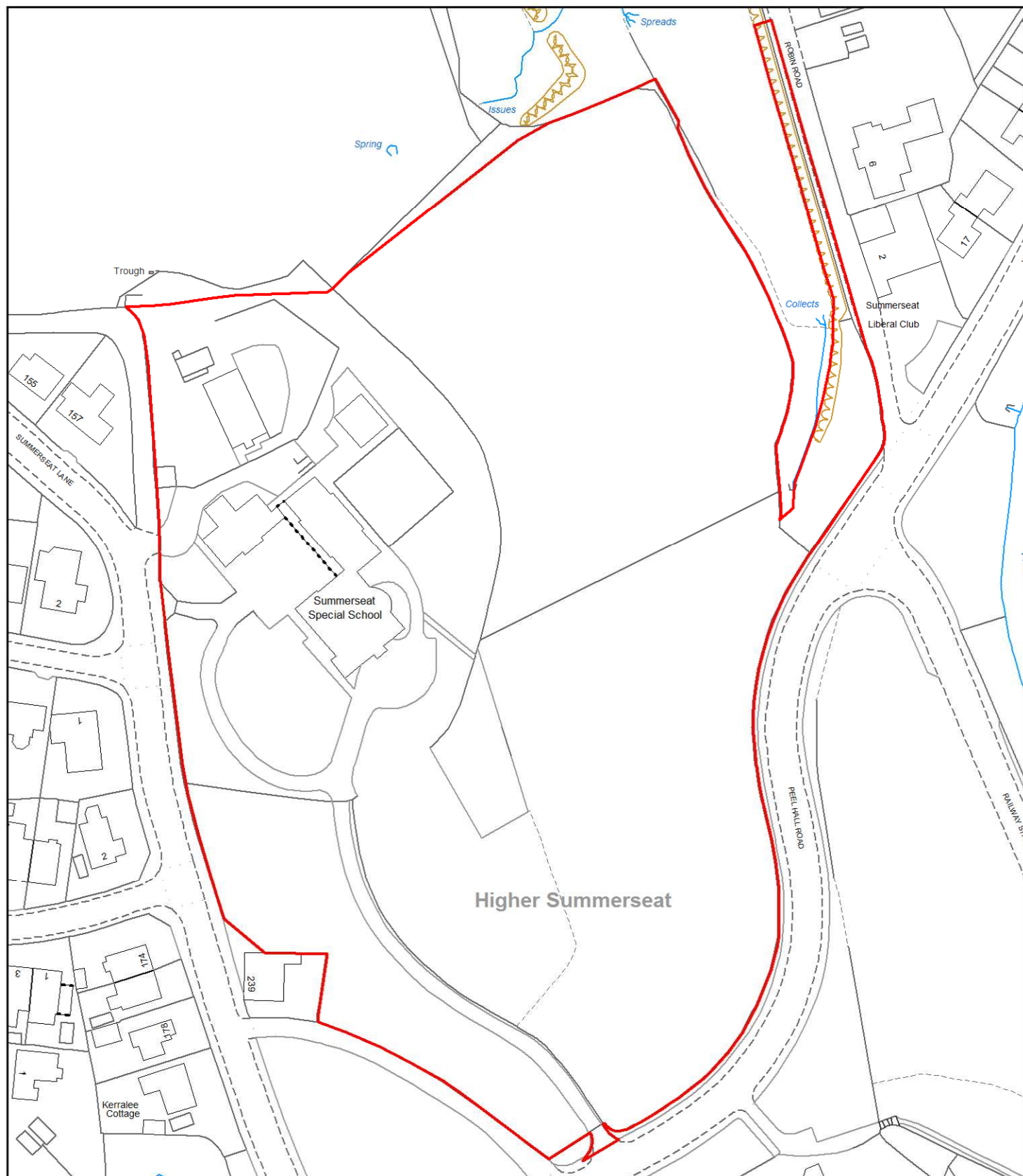
Photographs – Appendix 2 &3

**Please include a glossary of terms, abbreviations and acronyms used in this report.**

Term	Meaning
None used.	

# PLAN REFERRED TO

SCALE LIABLE TO DISTORTION IF PHOTOCOPIED OR SCANNED



PLAN	<u>P1118</u>
SCALE	<u>1:1250</u>
DRAWN BY	<u>PE</u>
OS No.	<u>                    </u>
DATE	<u>25/09/2018</u>

## **Department for Resources & Regulation**

*Property & Asset Management Division*

3 Knowsley Place  
Duke Street,  
Bury,  
BL9 0EJ

Tel. 0161 253 5995



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**MINUTES OF THE VIRTUAL MEETING OF THE GREATER MANCHESTER COMBINED AUTHORITY  
HELD ON FRIDAY 27 NOVEMBER 2020 VIA MICROSOFT TEAMS**

**PRESENT:**

Greater Manchester Mayor	Andy Burnham (In the Chair)
Greater Manchester Deputy Mayor	Baroness Bev Hughes
Bolton	Councillor David Greenhalgh
Bury	Councillor Eamonn O'Brien
Manchester	Councillor Richard Leese
Oldham	Councillor Sean Fielding
Rochdale	Councillor Allen Brett
Salford	City Mayor Paul Dennett
Stockport	Councillor Elise Wilson
Tameside	Councillor Brenda Warrington
Trafford	Councillor Andrew Western
Wigan	Councillor Keith Cunliffe

**IN ATTENDANCE:**

Rochdale	Councillor Janet Emsley
Trafford	Councillor Joanne Harding

**OFFICERS IN ATTENDANCE:**

GMCA - Chief Executive	Eamonn Boylan
GMCA - Deputy Chief Executive	Andrew Lightfoot
GMCA – Monitoring Officer	Liz Treacy
GMCA – GMCA Treasurer	Steve Wilson
Bolton	Tony Oakman
Bury	Geoff Little
Manchester	Louise Wyman
Oldham	Lewis Greenwood
Rochdale	Steve Rumbelow
Salford	Ben Dolan
Tameside	Steven Pleasant
Wigan	Alison McKenzie-Folan
Office of the GM Mayor	Kevin Lee
TfGM	Kate Brown
TfGM	Mike Renshaw
TfGM	Steve Warrener
TfGM	Simon Warburton
GMCA	Simon Nokes
GMCA	Julie Connor
GMCA	Sylvia Welsh
GMCA	Nicola Ward

## **GMCA 180/20**

## **APOLOGIES**

### **RESOLVED /-**

That apologies be received and noted from Councillor David Molyneux, Helen Lockwood and Jim Taylor.

## **GMCA 181/20**

## **CHAIRS ANNOUNCEMENTS AND URGENT BUSINESS**

### **White Ribbon Day**

The GM Mayor thanked members of the Combined Authority for marking White Ribbon Day which gave another opportunity to speak out against violence towards women and girls and re-affirm the GMCA's commitment never to condone any such abuse. Deputy Mayor Beverley Hughes added that the 25 November had been set aside as an international day to pursue the elimination of violence towards women and girls, but sadly this remained an global issue with over 45,000 reports of domestic violence in Greater Manchester alone. Great strides had been made in supporting women and girls, however the CA recognised that there was still work to do.

### **Tier Arrangements**

The new tier arrangements and subsequent restrictions would come into place from the 2 December following the recent lockdown period but would first be subject to a parliamentary debate. The GM Mayor informed the GMCA that he would be writing to MPs from across Greater Manchester on a number of issues relating to the proposals, including the need for a more balanced approach to business closures in tier, 3 that moved away from a blanket sectoral approach to targeting those premises which posed the most significant risk. There were growing concerns regarding about the cost to the hospitality sector and potential permanent closures of some businesses in the event they were unable to open for the winter period. The importance of a meaningful review of the tier system in two weeks time, as figures in Greater Manchester were at the fastest rate of decline compared to anywhere else in the country, and therefore the city-region should not be retained in a higher tier for any longer than necessary. There was a reported easing of pressure on the GM hospital system and a different trend in case numbers to other areas which were already to be placed in tier 2. Finally, it was clear that for those businesses in tier 3 areas, further financial support would be required. Receiving the same financial support across all tiers was illogical and unjustifiable and there needed to be some recognition of those thousands of jobs, not just in the hospitality sector, but throughout the supply chains, that had been disproportionately affected throughout this pandemic.

### **Commissioning in the NHS**

Councillor Richard Leese, Portfolio Lead for Health, reported that NHS England had recently published the Integrated Care Systems Consultation, which looked to create stronger partnerships arrangements with the NHS, providing a more prominent role for Primary Care services and the move towards a greater locality and neighbourhood focussed system. The consultation asked

stakeholders to look ahead over the next five years, and consider how devolution could further support ambitions for an integrated care system, including the potential joining of CCG, Acute and Primary Care budgets into a single funding pot that would be devolved to 'the lowest level' supporting a locality based approach. Through the creation of the CCG, further clinical leadership had supported a greater balanced governance structure, and therefore any new arrangements should set to strengthen this and ensure that there remained a voice for all.

The GM Mayor added that this consultation was indicative of the right direction of travel for the NHS, but that it was imperative that Greater Manchester ensured it remained inclusive and paved the way for a place-based approach across the whole system.

### **RESOLVED /-**

1. That the GMCA further express its commitment to proactively supporting the White Ribbon Day standing up to eliminate violence towards women and girls.
2. That it be noted that the GM Mayor would be writing to Greater Manchester MPs on a number of points hoped to be considered as part of the parliamentary debate on the current Tier 3 arrangements for GM, including a more targeted approach towards high-risk businesses rather than a blanket approach to closures; the need for a meaningful review in two weeks' time in light of GM's case numbers current rate of decline; and a fair financial support package for businesses that remain in Tier 3 that was reflective of their continued loss of income.
3. That the recent publication of the Integrated Care Systems Consultation by Public Health England be noted, specifically its locality and neighbourhood focus which reflected the GMs place-based approach.
4. That further details on the integrated care system proposals would be considered by the GM Health and Care Partnership Board at its meeting in January 2021, following which a GM response would be submitted to Public Health England.

### **GMCA 182/20                      DECLARATIONS OF INTEREST**

#### **RESOLVED /-**

There were no declarations of interests received.

### **GMCA 183/20                      MINUTES OF THE GMCA MEETING HELD 30 OCTOBER 2020**

#### **RESOLVED /-**

That the minutes of the GMCA meeting held on 30 October 2020 be approved as a correct record.

### **GMCA 184/20                      MINUTES OF THE GMCA OVERVIEW AND SCRUTINY COMMITTEE MEETINGS HELD IN NOVEMBER 2020**

## **RESOLVED /-**

1. That the minutes of the meeting of the Corporate Issues and Reform Overview and Scrutiny Committee held on 10 November 2020 be noted.
2. That the minutes of the meeting of the Housing, Planning and Environment Overview and Scrutiny Committee held on 11 November 2020 be noted.
3. That the minutes of the meeting of the Economy, Business, Skills and Growth Overview and Scrutiny Committee held on 13 November 2020 be noted.

## **GMCA 185/20 MINUTES OF THE GMCA AUDIT COMMITTEE - 20 NOVEMBER 2020**

### **RESOLVED/-**

That the Minutes of the GMCA Audit Committee held on 20 November 2020 be noted.

## **GMCA 186/20 MINUTES OF THE GMCA STANDARDS COMMITTEE - 19 NOVEMBER 2020**

### **RESOLVED/-**

That the minutes of the GMCA Standards Committee meeting held on 19 November 2020 be noted.

## **GMCA 187/20 GMCA APPOINTMENTS**

That the nomination of Councillor John Leech (Manchester) to the GMCA Scrutiny Committee Substitutes Pool be approved.

## **GMCA 188/20 BUS REFORM**

Eamonn Boylan, Chief Executive Officer GMCA & TfGM, updated members on the aspiration of GM Local Authorities and the GMCA to improve the quality and integration of the bus network. The options following an independent assessment were set out in the Covid Impact on Bus Franchising report, recommending that franchising was the best option for reforming the bus market in GM, and it further proposed to undertake a formal consultation on the outcomes of this report between the 2 December 2020 – 29 January 2021. The Chancellor has also indicated his commitment to fund the bus reform agenda, notwithstanding that further conversations with Government would be welcomed.

Overall Members supported the proposals for the consultation to commence, however there were some concerns regarding the current financial climate and the lack of actualised funding from Government to progress this agenda. It was clear that a 'do nothing' approach would also have cost implications, however, Members were clear that this cost should not be borne by Local Authorities or ultimately residents. Members were acutely aware that over the long term, without

significant reform, the cost of subsidising the bus network was likely to increase and under the current arrangements, the GMCA had very little control over these increasing costs. Greater clarity on the liabilities and implications for pursuing bus reform were important to be ascertained alongside the consultation period.

### **RESOLVED/-**

1. That the contents of the report be noted.
2. That the contents of the Covid-19 Impact on Bus Franchising Report – November 2020 (Appendix 1) be noted.
3. That the contents of the Independent Auditor's Assessment of the Transport for Greater Manchester's (TfGM) Covid-19 Impact on Bus Franchising Report dated 19 November 2020 (Appendix 2) be noted.
4. That the publication of both the Independent Auditor's Assessment of the Transport for Greater Manchester's (TfGM) Covid-19 Impact on Bus Franchising Report and the Covid-19 Impact on Bus Franchising Report be approved.
5. That the proposed funding arrangements and mitigations, as set out in the report, be approved.
6. That the mitigating responses to a downside risk scenario, as set out in Section 3 of the Covid-19 Impact on Bus Franchising Report, be noted.
7. That it be agreed to proceed with the Proposed Franchising Scheme by undertaking a public consultation, which would commence on 2 December 2020 and end on 29 January 2021.
8. That the Proposed Franchising Scheme, as proposed to be modified following the consultation that ended in January 2020 and in accordance with the report (Appendix 3) be approved, for the purpose of the recommended consultation.
9. That TfGM be instructed to carry out all tasks necessary to carry out that consultation on behalf of the GMCA.
10. That it be noted that a further report will be submitted to the GMCA on the outcome of the consultation.
11. That it be noted that the report has been exempt from call in under the provisions of Part 5, Rule 16 of the GMCA constitution.

### **GMCA 189/20**

### **HOMELESSNESS REPORTS**

The GM Mayor introduced a suite of reports which provided an update on the ongoing homelessness response to Covid-19 and informed the GMCA that there would be a further briefing on the arrangements that have been implemented across GM to support those who were homeless over the winter period, and to launch the Homelessness Prevention Strategy for 2021.

The challenge of homelessness and rough sleeping still remained evident, with 106 people sleeping on the streets, at the last count, a significant number of which were clinically vulnerable. In addition to this, 1000 households remained in emergency accommodation, and 3,600 households in statutory accommodation, many of which included children living in temporary accommodation. Members recognised that there had been significant progress in addressing the homelessness crisis, and thanked partners for their efforts to support schemes including 'A bed every night' and the Governments Rough Sleeper Programme. The provision of safe, sustainable accommodation remained a key priority, and Members welcomed the work on the young person's pathfinder to identify the wider determinants to homelessness and look to build a stronger network of prevention support from the grass roots upwards. The likely increase of demand on Local Authorities, as a result of more people becoming at risk of, or homeless was recognised, and therefore it was imperative to put in place a system that was fit for purpose and ready to support people.

### **10a Homelessness Covid-19 Update**

#### **RESOLVED/-**

1. That the standards developed in the Second Wave Homelessness Covid-19 Preparedness Plan to be upheld across Greater Manchester be noted and agreed.
2. That the GMCA commit to meeting the funding gap for the existing A Bed Every Night provision (20/21) with £300,000 of Mayoral Precept.
3. That the option to expand A Bed Every Night Covid-safe emergency accommodation capacity for people sleeping rough using £300,000 of Mayoral Precept be agreed.
4. That it be noted that the GM Mayor, Andy Burnham, and Salford City Mayor Paul Dennett, would be undertaking a press briefing later this afternoon on Greater Manchester's arrangements to support people experiencing homelessness during Winter 2020.

### **10b Rough Sleepers Accommodation Programme**

#### **RESOLVED /-**

1. That the allocation of funding from the Rough Sleeper Accommodation Programme be noted.
2. That the capital and revenue delivery plans and allocated spending be noted.
3. That that proposed spending, as detailed within the report, be approved and that authority be delegated to the GMCA Treasurer Steve Wilson, in consultation with Portfolio Lead, Salford City Mayor, Paul Dennett, to approve minor amendments.

### **10c Reform Investment Fund – GM Youth Homelessness Prevention Pathfinder Project (Key Decision)**

#### **RESOLVED /-**



1. That approval be given to release £663,000 from the Reform Investment Fund in order to launch a Young Person's Homelessness Prevention Pathfinder in response to the additional support needs created by Covid-19.
2. That the offer from Wigan Council to be involved in the Pathfinder programme be welcomed.

### **GMCA 190/20**

### **GM INDEPENDENT INEQUALITIES COMMISSION**

Councillor Brenda Warrington, Portfolio Lead for Age Friendly Greater Manchester & Equalities, introduced a report which provided an update on progress with the establishment of the Greater Manchester Independent Inequalities Commission, designed to address long term systemic inequalities that had been made further evident through the Covid-19 pandemic. The Independent Inequalities Commission was chaired by Kate Pickett (University of York), supported by a panel of experts and looked to shift the balance into proactive actions removing inequalities from sectors including education, skills and employment. To prioritise their work, the commission were looking for areas where they could add the most value and build on from the listening exercises undertaken earlier this year. This work had already begun to highlight how all recovery activity in GM must be inclusive and designed to meet the needs of those most vulnerable.

### **RESOLVED/-**

1. That the arrangements for the Independent Inequalities Commission be endorsed.
2. That it be noted that the Commission would submit a further to the GM Mayor and the GMCA on its findings in Spring 2021.

### **GMCA 191/20**

### **EXTENSION TO MEMORANDUM OF UNDERSTAND (MOU) WITH THE CENTRE FOR AGEING BETTER**

Councillor Brenda Warrington, Portfolio Lead for Age Friendly Greater Manchester & Equalities, took Members through a report which reviewed the scope of the shared ambitions between the GMCA and the Centre for Ageing Better, achievements of this strategic partnership to date, and the areas of focus if the three year extension was to be approved.

There had been significant progress on this agenda as a result of the creative thinking and expertise from the Centre for Ageing Better, and in February 2020 the Strategy was refreshed including six key strategic priorities that addressed the cumulative disadvantages of ageing. It was felt important that this partnership should continue as there was already new joint work underway to identify barriers for older people and bring about change that would continue to highlight GM as an exemplar for age friendly city regions.

Members of the GMCA recognised the strong partnership and welcomed the extension of the MOU, in particular its contribution towards the Local Industrial Strategy was noted, in that it had a key role in ensuring accessible, adaptable, affordable and safe housing was available to support people living independently as long as possible.

## **RESOLVED/-**

1. That a three-year extension of the Memorandum of Understanding (MOU) of a Strategic Partnership between Greater Manchester Combined Authority (GMCA) and the Centre for Ageing Better be approved.
2. That in support of the MOU, the membership of the GMCA in the Housing Made for Everyone (HoME) Coalition be supported and that engagement of GMCA in the work of the Good Home Inquiry, commissioned by the Centre for Ageing Better, be noted.
3. That the oversight of delivery of the agreement by the Ageing Hub Executive Group, on behalf of the Portfolio Lead Age-Friendly and Equalities and the Ageing Hub Partnership be endorsed.
4. That it be noted that the cross-cutting nature of achieving successful delivery of the ambitions set out in the MOU and the impact of the specific shared projects will require clear governance links to and contributions from the Reform Board, Growth Board and Tackling Inequalities Board and the integration of this work across the strategy, policy and delivery functions of GMCA and the work of Greater Manchester's local authorities.

## **GMCA 192/20**

## **PUBLIC SECTOR DECARBONISATION SCHEME (KEY DECISION)**

Councillor Andrew Western, Portfolio Lead for the Green City Region, introduced a report which outlined the opportunity presented by the Public Sector Decarbonisation Scheme for GM to seek substantial funding for public building retrofit projects. If the bid was to be successful, GM would receive £40-80m of funding from Salix (a non-departmental public body) to undertake low carbon retrofit projects on approximately 156 public buildings across Greater Manchester and potentially stimulate further growth. Feasibility studies had already been completed, and if successful schemes would be required to be delivered by September 2021.

The GMCA expressed its thanks to colleagues from across all GM Local Authorities for developing a suitable programme of works involving a range of partners, and confirmation of the outcome of the bid was anticipated late December.

## **RESOLVED/-**

1. That the opportunity to bid for circa £40-80m of Public Sector Decarbonisation Scheme funding from Salix (NDPB) be noted.
2. That, subject to a successful bid, the receipt of and defrayment of these funds either directly or via GM Local Authorities be approved and that authority be delegated to the GMCA Treasurer and Monitoring Officer to sign all necessary legal agreements.
3. That it be noted that Chief Executive Officer, GMCA & TfGM and GMCA Treasurer approved in October, under delegated powers, the receipt of circa £1m grant from Salix (NPBD) to be utilised on feasibility studies on low carbon retrofit assessments of public buildings to support this bid.

4. That it be noted that equalities impact from this proposal will be managed via utilising delivery companies with robust equality policies. The environmental outcome is to substantially reduce the carbon emissions from approximately 156 public buildings in Greater Manchester.

## **GMCA 193/20 NATIONAL WASTE AND RESOURCES STRATEGY**

Councillor Andrew Western, Portfolio Lead for the Green City Region, took Members through a report which provided an overview of the draft National Waste and Resources Strategy, potential implications for waste collection and disposal and a draft timetable for implementation. The second phase of the consultation was now underway, and GM would be providing a response, however, it was important that the GMCA kept a watching brief over these potential implications that would have to be delivered across GM.

### **RESOLVED/-**

1. That the potential impacts for waste collection and disposal be noted.
2. That the proposed scenario modelling agreed with district waste officers be noted.

## **GMCA 194/20 MONTHLY ECONOMIC REVIEW**

Councillor Elise Wilson, Portfolio Lead for the Economy, provided the GMCA with the latest version of the Greater Manchester Economic Resilience Dashboard, within which potential significant economic challenges were detailed for the short, medium and long term future. From the 2 December 2020, GM would be placed into Tier 3 restrictions, which would have further impacts on the hospitality sector predominately and was not sustainable. Members urged for a meaningful Government review at the earliest opportunity, and that in the meantime Local Authorities continue to support businesses as much as possible and signpost them to the range of support also on offer from the Growth Company.

### **RESOLVED/-**

That the latest update of the Greater Manchester Economic Resilience Dashboard be noted.

## **GMCA 195/20 GREATER MANCHESTER PREPARATIONS FOR EU EXIT AND ANALYSIS OF THE INTRODUCTION OF THE POINTS BASED IMMIGRATION SYSTEM**

Councillor Elise Wilson, Portfolio Lead for the Economy, introduced a report which provided an update on the coordination of activities across Greater Manchester to prepare for the end of the transition period from the EU on the 31 December 2020 and the introduction of a points-based immigration system from the 1 January 2021 including the possible implications for GM. The report also highlighted the work underway on the Greater Manchester International Strategy and how it sought to respond to issues arising from the EU exit, along with identifying opportunities for continued joint working between GM and individual EU nations.

The EU exit was clearly on businesses radar and was fast approaching, and they were continuing to gain further understanding of supply chains and set up systems to better manage stock levels.

The new points-based immigration system would require migrants to seek sponsorship from UK employers in advance and have a confirmed minimum salary of £25,600 to enable their move to the UK. This would be a minor adjustment to those migrating from outside of the EU, but a significant change for those who have previously moved freely to the UK from other EU countries, which was anticipated to have the most impact on the labour market for low skilled / low paid jobs.

### **RESOLVED/-**

1. That the work underway by the GM Brexit Readiness Group to understand the impacts arising from EU exit and to coordinate responses across the city-region be noted.
2. That the work underway on the GM International Strategy and ongoing partnership working with EU nations to develop GM opportunities in the future be noted.
3. That the analysis undertaken of the points-based immigration system to be implemented from 1<sup>st</sup> January 2021 be noted.
4. That it be agreed that a further update on Greater Manchester preparations for EU exit be submitted to the December GMCA meeting.

### **GMCA 196/20**

### **GREATER MANCHESTER LOCAL INDUSTRIAL STRATEGY IMPLEMENTATION ONE YEAR REVIEW**

Councillor Elise Wilson, Portfolio Lead for the Economy, introduced a report which updated the GMCA on the Implementation Plan for the Greater Manchester Local Industrial Strategy which was noted as critical to the pace of recovery for GM and would be a platform for future investment to be built upon. The report was an annual review against all actions, one year after its initial approval and evidenced its integrated thread across GM and Local Authority policies. It further recognised the radical impact of Covid on the GM economy, and to fully understand this, an initial impact assessment had been undertaken against each action. In year 2, the Implementation Plan would prioritise areas for rapid intervention including the creation of good quality jobs and ways to protect the long term growth of the GM economy.

The GM Mayor added that the Local Industrial Strategy was key to improving the employment offer for everyone, ensuring good quality, high standard jobs. It was important that this document was reviewed on a regular basis, but it would also be helpful to have some further clarity from Government as to how the UK Shared Prosperity Fund could support its ambitions.

Members echoed these concerns, and further added that greater clarity on the future of the Local Growth Fund would also be welcomed. In the latest Comprehensive Review there had been no mention of the devolution of these funds to allow for sub-regions to design their own investment proposals, nor any inflation on the Shared Prosperity Fund or any equivalent to previous match funding opportunities. The relationship between the Levelling Up Fund and Shared Prosperity Fund also remained vague, and concerns were raised in relation to the £20m cap on the levelling up

fund which restricted its ability to support substantial projects. This approach seemed to contradict strategic regional investment and was a concerning direction of travel.

### **RESOLVED/-**

1. That the progress so far to implement the Greater Manchester Local Industrial Strategy, how activity was being adapted in response to the impacts of COVID-19, and the priorities for the following year, be noted.
2. That the Year 2 Milestones (Annex 3) be agreed.
3. That it be noted that a further update will be submitted to the GMCA in November 2021 to review progress in Year 2 and agree the Year 3 (2021/22) milestones.
4. That it be agreed that further clarity from Government on the position of the UK Shared Prosperity Fund was required as soon as possible.

### **GMCA 197/20**

### **GREATER MANCHESTER THE KEY ROUTE NETWORK REVIEW**

The GM Mayor, Andy Burnham, took Members through a report which reviewed the current GM Key Route Network to ensure its full alignment with the Department for Transport's recently introduced Major Road Network. As there were 626km of strategic roads currently maintained by Local Authorities in GM, it was useful to align these to enable a greater focus on crucial roads and enable access to more funding from the National Roads Fund.

### **RESOLVED/-**

1. That the proposed alignment of the Key Route Network with the Major Road Network, as published by the Department for Transport, be approved.
2. That the proposed additions to the Key Route Network (Appendix 1), extending the Key Route Network by 29.7km be approved.

### **GMCA 198/20**

### **HS2 PHASE 2B WESTERN LEG DESIGN REFINEMENT CONSULTATION – GM RESPONSE APPROACH**

The GM Mayor, Andy Burnham, introduced a report which provided an overview of the proposed approach to responding to the HS2 Phase 2b Western Leg Design Refinement Consultation. This review offered an opportunity to look again at the proposals and identify whether any of the changes could further reduce costs. Included was the relocation of the rolling stock depot to Crewe, changes to the network around Manchester Airport and some additional changes around Manchester Piccadilly train station.

The GMCA noted that these proposals did not affect the large-scale proposals which were still on the table regarding additional underground platforms at Manchester Piccadilly station. Members reported that a recent briefing regarding improved services to Sheffield had further strengthened

the investment case for these proposals. Furthermore the Green Book Review (2020) had set out Government's commitment to consider such schemes under its revised arrangements.

In relation to the tunnel from the Airport to Manchester Piccadilly, the current proposals for vent shafts in the Birchfield Road area had been met with serious opposition from residents and local councillors as they would have a negative impact on local amenities including a primary school, and a number of alternative locations had been put forward.

### **RESOLVED/-**

1. That the report be noted.
2. That authority be delegated to the Chief Executive Officer, GMCA and TfGM to approve the final response to the consultation.
3. That the residents of Birchfield Road, in their request for an alternative site for the vent shafts, that would not negatively impact local amenities and primary school be supported and included in Greater Manchester's response.

### **GMCA 199/20                      THE MAYOR'S CYCLING AND WALKING CHALLENGE FUND (MCF) - FINANCIAL APPROVALS (KEY DECISION)**

The GM Mayor, Andy Burnham, introduced a report which sought funding approvals to ensure the continued delivery of the Mayor's Challenge Fund programme for walking and cycling. There had been significant progress to date, with a steady flow of projects and 56 schemes now having had their delivery costs approved.

### **RESOLVED/-**

1. That the agreed Mayor's Cycling and Walking Fund delivery priorities across GM and the prioritised first phase for the programme (Appendix 1) be noted.
2. That £2.82 million Mayor's Cycling and Walking funding for the Manchester Beswick (Phase 1) and Chorlton (Phase 4) schemes be approved, in order to secure full approval and enable the signing of a delivery agreement.
3. That the release of up to £2.74 million of development cost funding for the four Mayor's Cycling and Walking Fund schemes be approved.

### **GMCA 200/20                      BUDGET REPORTS**

Steve Wilson, GMCA Treasurer, took Members of the GMCA through a suite of reports in relation to the budget for 2021/22, including the financial implications of Covid-19, the latest position in relation to retained business rates pilot scheme, an update on the capital expenditure programme and information on the forecasted revenue outturn position at the end of September 2020.

In relation to the impact of Covid, the figures included in the report were based on the latest returns to DHCLG and included some of the impact of the second wave of cases which had seen a cost increase to Local Authorities and an overall shortfall of £398m across GM Local Authorities, TfGM and GMCA budgets for 2020/21. This figure also expected funding from Government to cover the loss of fare box revenues for Metrolink.

The second paper reported on the second year of the retained business rates retention pilot and sought the GMCA's approval to progress seven schemes at a cost of £15.9m. To date, there had been £16.7m returned to GM Local Authorities, however there were no further returns expected this year. Each of the previously agreed schemes would be reviewed against slippage, non-completion or potential reduced costs and any further funds would be returned to Local Authorities as appropriate.

Members queried whether match funding had been confirmed for schemes in the pipeline and the GMCA Treasurer confirmed that this was still to be determined, but once confirmed an update would be provided.

In relation to the proposed Unified Architecture scheme, Members requested further information before being able to progress any approval decision.

### **20a COVID UPDATE**

#### **RESOLVED/-**

1. That the report be noted.
2. That the estimated financial impacts of COVID 19 on GM districts, GMCA and TFGM budgets be noted.

### **20b BUSINESS RATES UPDATE (KEY DECISION)**

#### **RESOLVED/-**

1. That the report be noted.
2. That the latest position against the approved investments from the retained business rates reserve be noted.
3. That the proposed seven additional schemes at a cost of £15.9m be approved.
4. That the return of the residual funding of £16.7 to the 10 Greater Manchester Authorities on the proposed basis be approved, final details to be confirmed between the GMCA Treasurer and the District Treasurers.
5. That the proposals for ongoing monitoring of business rates investments be noted and that the use of any further slippage be submitted to the GMCA for approval with priority placed on supporting businesses and district's financial positions.

6. That further information on the proposed scheme by Unified Architecture be provided to Councillor Richard Leese in order to give further assurance as to its potential delivery.

**20c CAPITAL UPDATE 2020/2021 (KEY DECISION)**

**RESOLVED/-**

1. That the current 2020/21 forecast increased spend of £19.710 million compared to the 2020/21 capital forecast approved at the September 2020 GMCA meeting be noted.
2. That the addition to the Capital Programme of the retrofit element of the Clean Bus Fund project (part of the Greater Manchester Clean Air Programme) with a current forecast expenditure of £3.4 million in 2020/21 and of £12.0 million in 2021/22 be approved.
3. That the up to £4 million for #SafeStreetsSaveLives, funded from the earmarked reserves for revenue contribution to capital be approved and that it be noted that capital allocation in the programme for Mayor's Challenge Fund will be reduced by up to £4 million.
4. That the transfers to Districts of Pothole and Challenge funding totalling £20,899 million be approved.

**20d REVENUE UPDATE 2020/2021**

**RESOLVED/-**

1. That it be noted that the Mayoral General revenue outturn position for 2020/21 shows a breakeven position.
2. That it be noted that the GMCA General Budget revenue outturn position for 2020/21 shows a breakeven position.
3. That it be noted that the Mayoral General – GM Fire & Rescue revenue outturn position for 2020/21 shows an underspend position of £4.003 million.
4. That it be noted that the Waste outturn position of breakeven for 2020/21 following the approval of proposals by the GMCA on 31<sup>st</sup> July and 25<sup>th</sup> September and the agreement in principle to refund the Districts for the levy adjustment that will be paid to GMCA as a result of increased tonnages
5. That it be noted that the TfGM revenue position for 2020/21 was in line with budget after efficiency savings and transfers from reserves of £1.6 million.



## **GMCA 201/20      GM INVESTMENT FRAMEWORK: CONDITIONAL PROJECT APPROVALS (KEY DECISION)**

Eamonn Boylan, Chief Executive Officer GMCA & TfGM, introduced a report which sought approval for investment into Commercial and Northern Limited (Bank North) and Tootoot Limited (Tootoot) from re-cycled funds. The first loan was to a small GM business unable to access other funds, and the second to a GM Tech Solutions firm developing software to address safeguarding, bullying and harassment.

### **RESOLVED/-**

1. That the funding application for Commercial and Northern Ltd (investment of £1,250,000) be approved and progressed to due diligence.
2. That the funding application for Tootoot Ltd (investment of £80,000) be approved and progressed to due diligence.
3. That authority be delegated to the GMCA Treasurer and GMCA Monitoring Officer to review the due diligence information in respect of the above companies, and, subject to their satisfactory review and agreement of the due diligence information and the overall detailed commercial terms of the transactions, to sign off any outstanding conditions, issue final approvals and complete any necessary related documentation in respect of the investments at 1 and 2 above.

## **GMCA 202/20      EXCLUSION OF THE PRESS AND PUBLIC**

### **RESOLVED/-**

That, under section 100 (A)(4) of the Local Government Act 1972 the press and public should be excluded from the meeting for the following items on business on the grounds that this involved the likely disclosure of exempt information, as set out in the relevant paragraphs of Part 1, Schedule 12A of the Local Government Act 1972 and that the public interest in maintaining the exemption outweighed the public interest in disclosing.

## **GMCA 203/20      GM INVESTMENT FRAMEWORK: CONDITIONAL PROJECT APPROVALS**

Note: This item was considered in support of the Part A – GM Investment Framework: Conditional Project Approvals (minutes reference GMCA 201/20)

### **RESOLVED/-**

That the report be noted.

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<b>Classification</b>	<b>Item No.</b>
<b>Open / Closed</b>	

<b>Meeting:</b>	Cabinet
<b>Meeting date:</b>	20 <sup>th</sup> January 2020
<b>Title of report:</b>	<b>Additional Restrictions Grant – Phase 2</b>
<b>Report by:</b>	Cllr E O'Brien – Growth Portfolio
<b>Decision Type:</b>	<b>Key Decision</b>
<b>Ward(s) to which report relates</b>	<b>All</b>

### **Executive Summary:**

Following updated Government announcement following the third National lockdown the Council is now working proactively to bring forward a package of support to go to critical businesses in the first quarter of the new-year. This Cabinet paper is seeking approval to bring forward a major package of support to key strategic businesses and employers.

### **Key considerations**

#### **1. Background**

- 1.1 Greater Manchester has been allocated £60m Additional Restrictions Grant (ARG), a payment from Government under a national formula. Bury's share is £4.1m to allocate over 20/21 and 21/22 financial year. Since the advent of the third national lockdown there has been a commitment to further financial support, we are still working through the implications of this.

- 1.2 This paper gives an update on the current allocation of grant and further proposals for consideration on how the grant is allocated strategically to support further cohorts of business sectors, introducing a specific scheme to be able to apply discretion in accordance with our economic landscape.
- 1.3 The Government advised Local Authorities at the start of November that the funding was available for support up to March 2022 and that top up funding would not be made available should authorities overspend, even if there was a move back into a higher level of restrictions at a later date.
- 1.4 The Council worked at rapid speed to bring forward an initial grant implementation programme and to develop Phase 1 criteria for the utilisation of the grant. This approach reflected that which had previously been adopted when discretionary funds had been made available earlier in the year and had proven to be an effective approach as it enabled funds to be allocated in a planned way and provided an opportunity to bring in new cohorts of businesses in later phases as new and emerging needs arose. The recommendations approved on 23<sup>rd</sup> of November following consultation with the Emergency Powers Group (EPG) and began administering the programme from the 2<sup>nd</sup> of December.
- 1.5 Phase 1 criteria focussed on some of the key businesses in the borough including Market Traders, childcare organisations and those in the supply chain of businesses forced to close. Those businesses who were eligible have been receiving payments, and will continue to receive an automated payment every 28-days until such time lock-down is removed or the funding envelope is exhausted.
- 1.6 However, it became clearer in December that the context under which the business grants had been considered was rapidly changing. In mid-December infection rates were falling across Greater Manchester, there was speculation of parts of GM moving to Tier 2 and the new vaccine had added to hopes the economy could begin re-opening in the new-year. By the advent of Christmas week it had become clear the new South African strand of the virus was having a devastating impact on infection rates across the UK. This resulted in a further national lockdown and restrictions that have impacted further on our businesses.
- 1.7 In response to this, the Chancellor announced in January that top-up funding to the Additional Restrictions Grant will be made available. Additional grants through the Local Restrictions Grants process have been announced. This announcement signalled a significant change in the funding position for Additional Restrictions Grant.
- 1.8 The Council is now working proactively to bring forward a package of support to go to critical businesses in the first quarter of the new-year. This Cabinet paper is seeking approval to bring forward a major package of support to enable key strategic businesses and employers survive to a point where we are hopeful the economy can begin to reopen.

- 1.9 There is considerable pressure from Government to distribute the Additional Restrictions Grant at speed. This is a clear change of position from the advice we received in November. It is clear there is a strategic case to move to distributing the funding at a faster rate, but the fact remains that the Council must ensure that we guard against fraud and protect the funds to ensure they both go to those in the most need and to those businesses which are strategically important to the future of the Borough.
- 1.10 Despite saying that no further grant awards would be made to support local discretionary grant, the Government has changed policy on this as well, allocating further funding on the announcement of the third national lockdown. The final sum has not been confirmed, but we believe it will be in the region of £2m.

## **2 Current Position**

- 2.1 The initial roll out of ARG which opened for applications on the 2 December 2020 supports the following businesses:
- Bury and Radcliffe market traders;
  - Companies within the events sector;
  - Companies in the retail, hospitality and leisure sectors - who are legally required to close, occupy a rateable premise, but do not pay rates;
  - Companies whose main service is supplying businesses legally required to close in the retail, hospitality and leisure sector; and
  - Childcare organisations within commercial settings.
- 2.2 As of 14 January 2021, a total of £120,000 has been allocated to business eligible from the Phase 1 criteria. (There do however remain a small number of applications pre 24<sup>th</sup> December still to process). All of these allocations will receive a further payment for the subsequent periods of restrictions that will be repeated until restrictions are lifted. All successful applicants will have their payments backdated to the 23<sup>rd</sup> of October.
- 2.3 The number applications has not been as high as the initial Discretionary Grant operated from March 2020 until August 2020. This is because the ARG is more focused to reflect the LRSG (which has a lower payment level). In dialogue with other GM districts it is also anecdotally noted that the smaller amount of grant funding may be a factor. Prior to launching the last wave of ARG we took the decision that the funding awards should be aligned to those distributed by Government to closed businesses.
- 2.4 In agreement with the Business Rates Team we have agreed that they can refer applications from their Local Restrictions Support Grant (LRSG). These are refused applications that they are not able to support because of national eligibility criteria but where they feel there is a case for a discretionary award. If they can be supported through ARG then we will allocate grant funding.

### **3 Options for Consideration**

- 3.1 This section presents some additional scope for the ARG in Bury including the forthcoming additional discretionary fund flowing from the third lockdown period.
- 3.2 Our strategic approach has changed in line with a changing national picture. We had planned on using the discretionary grants over the next 12 months to support businesses in the economy move towards recovering and reopening. But with a new national lock-down upon us we are now prioritising the distribution of grants over the next few months to help companies at threat of closure of severe retraction because of the lockdown measures.
- 3.3 We are proposing that the 'Bury Business Grants Programme' now contain three new groups of target beneficiary. These are:
1. Key strategic businesses who if they were to close would harm the Borough's economic capacity
  2. Key employment generators. Companies who support the employment base of the Borough
  3. Micro businesses who have not previously benefitted from support programmes

#### **3.4 'Strategic Businesses Support Fund'**

This is a fund targeted at Bury businesses who trade in sectors which are driven primarily by either national or international markets and are severely impacted by restrictions. This is economic activity which if it were to be lost would represent a permanent loss of productive capacity within the Bury economy. These could be businesses in manufacturing or production sectors, or businesses which can demonstrate their principal income is not derived through the local economy.

The businesses must demonstrate the impact that the lockdown has had on their business. The grant award will be based on safeguarding jobs and payments of up to £25k per-business entity may be made. The company must be located in Bury and not be part of a multi-national or international organisation unless there is evidence that without support local jobs will be at risk and a declaration of any other grant awards received by the company (or its parent company or subsidiaries in the UK)

This fund will be capped and allocated on a first come first allocated basis. The Council will review the fund and makes strategic decisions if demand outstrips the funding envelope allocated to it.

The funding formula:

Rateable Value	Grant Payment Amount
Up to 15,000	£10,000
£15,000 - £51,000	£15,000
> £51,000	£25,000

There is a requirement for all grants made under this scheme to be state aid compliant.

We are proposing to cap the fund at £1m. The Council reserves the right to vary the terms of the scheme at any time, and without notice, should it be necessary to do so.

### **3.5 Key Employment Generators Support Programme**

This is a fund is targeted at businesses that are critical to retaining the employment base of the Borough. This is a top up fund allocated to those businesses who may have received support through the LRSB (closed) scheme.

Priority for this fund is based on published key sectors that are crucial to the Bury economy and employ a significant number of employees. Businesses must directly employ more than 10 employees.

- Manufacturing
- Logistics
- Creative and Digital
- Business Financial and Professional Services

The businesses must demonstrate the impact that the lockdown has had on their business. The company must be located in Bury and not be part of a multi-national or international organisation unless there is evidence that without support local jobs will be at risk.

This fund is capped at £1m. The Council reserves the right to vary the terms of the scheme at any time, and without notice, should it be necessary to do so.

The proposed funding formula is as follows:

Rateable Value/equivalent fixed cost	Grant Payment Amount
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Up to 15,000	£10,000
£15,000 - £51,000	£15,000
> £51,000	£25,000

### 3.6 Small and Micro Business Support Fund

This is a fund to support those businesses that fall outside of the scope of Local Restrictions Support Grant and Additional Restrictions Grant. This fund is to support those businesses that do not have monthly commercial property costs but can provide evidence of monthly fixed asset costs that is fundamental to the operating of the business. This may be:

- A company vehicle that belongs to the business and is crucial to operating the business
- Storage space that belongs to the business and is crucial to operating the business
- Rent of specialist equipment or software that is crucial to the business
- Rent of chair/beauty couch/massage table within a health, beauty or male grooming business.

This fund will require evidence of such costs and financial records such as bank statements to demonstrate severe impact to their business. Applicants will also need to provide proof of identity, driving licence/passport. Applicants in receipt of tax credits and/or other benefits which are assessed based on income, must notify the relevant agency immediately if they are awarded as grant as this may affect their entitlement.

The latest evidence shows that there are 7,755 businesses that employ between zero and nine people. 75% (5,865) of these are estimated to have no employees at all (other than the owner).

The funding formula will reflect payments made to business that have a rateable value under LRSG (closed) and (open).

<b>Business related fixed asset costs</b>	<b>ARG Payment (Closed)</b>	<b>ARG Payment (Open)</b>
Under £15k pa	£1,334	£677

Payments will be made every 28 days until restrictions are lifted and the business can return to trading or at the point there is no more discretionary funding available. Applications will be dealt with on a first come first served principle, but with projects only logged into the system if all the required information is provided.



The grant is not a wage supplement. The JRS and SEISS is the Government programme to support wages. Applicants are asked to agree to be referred to the Greater Manchester 'Enterprising You' programme. This is funded programme to support the self-employed, those working in the Gig economy and small business owners. The referral is intended to give applicants access to support to grow or maintain their business.

#### 4. RISKS

The risk of not deploying support effectively and at pace will have a negative impact on the local economy, in terms of business closures, redundancies and a reduction in business rates and council tax revenue now and in the future. This support will contribute to safeguarding local jobs and maintain some spend in the local economy.

There is a risk that Council's under pressure to 'spend the money' fail to undertake proper checks and due-diligence on applicants. A balance between administrative efficiency and proper safeguards of public money is important to achieve.

#### 5. FINANCIAL IMPLICATIONS (estimated)

Name of Grant	Current	Recurrent until April 2021
ARG Phase 1	£100,000	£600,000
Strategic Businesses Support Programme (£1m)	Capped at £1m	Reviewed when reached capped amount of £1m
Local Discretionary Grant	Capped at £600k	Reviewed when allocated
Local Employment Support Programme	Capped at £1m	Reviewed when reached capped amount of £1m

The figures presented above are estimations.

We will keep under regular review the level of funding allocated through the four funds, and based on the delivery performance of each fund, will allocate the residual funds remaining from the c£6m grant award once we have reviewed performance.

It will be made clear that the monthly recurring payments will only be made for so long as we are in a high level lockdown or by the point at which we have exhausted the resource envelope.

The Council will reserve the right to vary the terms of the scheme, at any time and without notice, should it be necessary to do so.

## 6. LEGAL IMPLICATIONS

As set out in this report. Grants will be issued on a wholly discretionary basis.

## 7. RECOMMENDATIONS

This approach has been trialled with the Bury Business Leadership Group who have requested that we work with them to design administrative processes that are as streamlined as possible. Depending upon the steer of informal Cabinet it is proposed that this paper be modified and presented to full Cabinet on the 20<sup>th</sup> of January. We will use the time ahead of this to make progress on designing forms and systems, creating a PR strategy to encourage uptake and to ensure our Business Support Team has adequate capacity to manage the funds.

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### Community impact/links with Community Strategy

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#### Equality Impact and considerations:

*Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows:*

*A public authority must, in the exercise of its functions, have due regard to the need to -*

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;*
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;*
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.*

*The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good relations, and demonstrate that we are paying 'due regard' in our decision making in the design of policies and in the delivery of services.*

<b>Equality Analysis</b>	<i>Please provide a written explanation of the outcome(s) of either conducting an initial or full EA.</i>

*\*Please note: Approval of a cabinet report is paused when the 'Equality/Diversity implications' section is left blank and approval will only be considered when this section is completed.*

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**Assessment of Risk:**

The following risks apply to the decision:

<b>Risk / opportunity</b>	<b>Mitigation</b>
The grant allocation is not defrayed to eligible Bury businesses in an efficient and speedy manner.  Strategic allocation of grant with regular reviews of funding envelope.	Additional resources are made available to the Economic Development Team.  A Finance officer is assigned to the Economic Development Team..

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**Consultation:**

Informal Cabinet and Scrutiny Committee briefed.

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**Legal Implications:**

The proposals are in line with the Council's ongoing response to the current Covid situation. They do not give rise to any legal implications, but clarity around the eligibility criteria for certain elements will be required due to the discretionary nature of the grants. The potential for a funding gap will need to be monitored. The risks noted in the report must be addressed and a failure to do so could lead to legal challenge, financial and reputational risk.

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**Financial Implications:**

The cost of the proposals can be met from the grant available. The thresholds set in the report for the individual workstreams provide additional controls and governance and ensure that the overall position can be monitored as and when streams are fully allocated.

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**Report Author and Contact Details:**

Paul Lakin  
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**Background papers:**

Previous EPG and Cabinet Papers

**Please include a glossary of terms, abbreviations and acronyms used in this report.**

Term	Meaning