

Lynne Ridsdale
Chief Executive

<i>Our Ref</i>	JG
<i>Your Ref</i>	C/JG
<i>Date</i>	14 March 2023
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TO: All Members of Council

Councillors : A Arif, S Arif, N Bayley, R Bernstein, D Berry, C Birchmore, C Boles, A Booth, N Boroda, R Brown, C Cummins, L Dean, S Donnelly, D Duncalfe, U Farooq, E FitzGerald, N Frith, I Gartside, R Gold, D Green, J Grimshaw, S Haroon, J Harris, M Hayes, K Hussain, N Jones, J Lancaster, G Marsden, J Mason, L McBriar, G McGill, C Morris, E Moss, E O'Brien, K Peel, T Pilkington, A Quinn, D Quinn, T Rafiq, I Rizvi, J Rydeheard, L Smith, M Smith, T Tariq, C Tegolo, S Thorpe, D Vernon, S Walmsley, M Walsh, M Whitby and Y Wright

Dear Member/Colleague

Council

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

Date:	Wednesday, 22 March 2023
Place:	Council Chamber, Bury Town Hall
Time:	6.45 pm
Briefing Facilities:	If Members require briefing on any particular item on the Agenda, the appropriate Director/Senior Officer originating the related report should be contacted.
Notes:	

AGENDA

The Agenda for the meeting is attached.

The Agenda and Reports are available on the Council's Intranet for Councillors and Officers and also on the Council's Website at www.bury.gov.uk

Yours sincerely

A handwritten signature in dark ink, appearing to read 'H. Rickdale', written in a cursive style.

Chief Executive

(Note: Members are reminded that under Section 106 of the Local Government Finance Act 1992, if a Member of a Local Authority has not paid Council Tax for at least two months and, even if an arrangement has been entered into to pay arrears, then at any meeting where consideration is given to matters relating to, or which might affect the calculation of Council Tax, that Member must declare the fact that he/she is in arrears and must not vote on the matter).

AGENDA

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTEREST

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

3 MAYORAL COMMUNICATIONS AND ANNOUNCEMENTS

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

4 MINUTES (Pages 11 - 16)

Minutes of the meeting held on 22nd February 2023 are attached.

5 PUBLIC QUESTION TIME (Pages 17 - 20)

To answer questions from members of the public, notice of which has been given, on any matter relevant to the Council or its services to the community. Up to 30 minutes will be set aside for this purpose. If time permits, further questions will be invited from members of the public present.

6 RECOMMENDATIONS OF CABINET AND COUNCIL COMMITTEES (Pages 21 - 86)

Recommendation		
Democratic Arrangements Forum – 3 rd November 2022	Meetings Timetable	That the timetable of meetings for the 2023/24 Municipal Year, as set out, be approved. (Recommended Option) To consider alternative meeting arrangements.
Employment Panel – 24 th January 2023	Amendments to Officer Employment Procedure Rules and Disciplinary Procedure for Head of Paid Service, Monitoring Officer and Chief Finance Officer	Following consideration and agreement by Employment Panel, Council is asked to agree the revised Officer Employment Procedure Rules. The Monitoring Officer be authorised to make consequential changes to the Council Constitution
Employment Panel – 1 st March 2023	Annual Pay Policy Statement	Commend the proposed Pay Policy Statement for 2023/2024 for approval

		by full Council.
Corporate Parenting Board – 8 th March 2023	Terms of Reference	Approval of the revised terms of reference.
Cabinet – 15 th March 2023	Finance restructure	That Cabinet commends approval of the costs associated with the proposed redundancy of the post of Service Development Manager, Revenues and Benefits to Council for approval.
Licensing and Safety Committee – 16 th March 2023	Common Minimum Licensing Standards	<p>It is recommended that the Licensing and Safety Committee considers and adopts the following amendments to the Minimum Licensing Standards and recommends to Full Council that the amendments are approved:</p> <p>For existing vehicle licence proprietors:</p> <p>that the transitional arrangements in relation to age and emissions standards are extended from 1 April 2024 to 1 April 2026 - This will assist hackney carriage and private hire vehicle owners to transition to the new requirements, whilst allowing them the ability to take advantage of the funding support package (Clean Air funding) once it is available. In order to achieve this compliance date, the amended policy will state that from 1 April 2025 a vehicle licence will not be renewed if the vehicle does not meet the above standards.</p> <p>the implementation date for the written-off vehicle standards is extended to 1 April 2026. The</p>

		<p>amendment of to the written off policy is to permit vehicle licence holders who are currently licensed in Bury with a previously written off vehicle prior to the implementation of the Stage 2 of Common Minimum Standards in November 2021 to continue to be able to licence the vehicle until the 1 April 2026. In order to achieve compliance, the amended policy will state that from 1 April 2025 a vehicle licence will not be renewed if the vehicle has been previously written off. There will be no change to Council Policy relating to new vehicle licence applications in relation to this standard.</p> <p>For new applications for vehicle licences</p> <p>the minimum age requirement for new vehicles coming onto fleet is removed for hackney carriages and private hire vehicles - the current policy in relation to hackney carriage and private hire vehicles has a coming on age (new to fleet) as follows:-</p> <p>PHV – under 5 years on to fleet and 10 years off</p> <p>PHV WAV – under 7 years on to fleet and 15 years off</p> <p>Purpose built HVC – under 7 on to fleet and 15 years off</p>
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7 **APPOINTMENT OF DEPUTY ELECTORAL REGISTRATION OFFICER** (Pages 87 - 90)

Report attached.

8 **LEADER' STATEMENT AND CABINET QUESTION TIME** (Pages 91 - 114)

To receive a report from the Leader of the Council on the work of the Cabinet and to answer written questions from Members of the Council to the Leader, Cabinet Members and Chair of a Committee on any matter in relation to which the Council has powers or duties which affect the Borough, provided the necessary written notice has been given. (30 minutes)

A member may ask a verbal question of the Leader, any Member of the Cabinet or Chair of a Committee about any matter on the Council agenda and which the Council has powers or duties or which affects the Borough. Only one verbal question per Councillor. (20 minutes)

9 **COMBINED AUTHORITY REPORT AND QUESTIONS TO THE COUNCIL'S COMBINED AUTHORITY REPRESENTATIVES** (Pages 115 - 130)

(A) A Combined Authority update report is attached, for information

(B) Questions (if any) on the work of the Combined Authority to be asked by Members of the Council for which the necessary notice has been given in accordance with Council Procedure Rules.

10 **NOTICES OF MOTION**

(i) ANTI SOCIAL BEHAVIOUR

A motion had been received and set in the summons in the names of:
Councillors S. Arif, Bernstein, Brown, Dean, Gartside, Harris, Lancaster, Hussain, Jones, McBriar, Rydeheard, Vernon

This Council are keen to do all in its power to make the Borough a first choice for people to live in, for businesses to invest in and for children and young people to be educated in. As part of this approach the Council are determined to eradicate as far as possible any form of anti-social behaviour that could impact on this strategic vision.

While the more serious criminal behaviour such as knife crime will understandably receive more financial resources and multi- agency responses some of the perceived less serious though still challenging behaviours such as flytipping, noise and antisocial behaviour related drug activity require robust responses to send a clear message that this Borough has a zero tolerance for all such behaviour that blights our neighbourhoods.

This Council resolves to;

- Identify the level of such activity within each Neighbourhood Hub
- Call for a Bury Team Event to be held as a priority to discuss this matter with all partners with a view to creating an action plan to eradicate these issues
- To include in the Community Strategic Plan definite actions by which the Council and its Partners will be measured by in their contribution to reductions in anti-social behaviour

(ii) Promotion of Council reporting system to help identify hotspots for rat infestations and production of a report identifying ways of reducing the problem.

A motion had been received and set in the summons in the names of:

Councillors Carol Birchmore, Cllr Donald Berry, Cllr Andrea Booth, Cllr Des Duncalfe, Cllr Glyn Marsden, Cllr James Mason, Cllr Mike Smith and Cllr Mary Walsh

A recent Manchester Evening News article identified Bury MBC as being ranked sixth out of the 10 local authorities in Greater Manchester in terms of rat problems. This article however misses important facts that may lead to a misrepresentation of the true picture. Further research shows that the two local authorities at the top of the list have some of the lowest pest control call out rates and probably more significantly Tameside, ranked at the bottom has the highest rates. As councillors many of us hear anecdotal reports of rat sightings from residents. In part, due to call out costs, many residents, especially in poorer areas will opt to treat the problem themselves and so these incidents will go unreported through official channels. It is thought that rat infestations are more likely to occur in areas of high-density housing and in older terraced properties it is true that travel from property to property is often easier. The Council does offer a pest reporting system for public places, but many residents are not aware of it. The best way to get a true picture of the problem in Bury is to gather information on sightings and produce a map identifying report hotspots. To do this, we need to get more residents using the reporting system.

This Council resolves to:

- Promote the reporting system by running a “report a rat” campaign using notices on lampposts and posters in public places to make residents aware of the reporting system
- Officers to review fee levels in relation to pest control call out costs to encourage more reporting of issues in private properties
- Officers to work with private landlords and housing associations to look at ways of reducing the incidents of overflowing communal bins for apartments and HMOs to reduce available food sources for the rats
- Officers to review how the Council can work with commercial food outlets to reduce discarded waste and overflowing waste bins.

(iii) No Bury Child Should Go Hungry

A motion had been received and set in the summons in the names of:

Councillors: A. Arif, N Bayley, C Boles, N Boroda, C Cummins, U Farooq, E FitzGerald, N Frith, R Gold, D Green, J Grimshaw, S Haroon, M Hayes, G McGill, C Morris, E Moss, E O'Brien, K Peel, T Pilkington, A Quinn, D Quinn, T Rafiq, I Rizvi, L Smith, T Tariq, S Thorpe, S Walmsley, and M Whitby.

This Council believes that the best way of stopping children going hungry is to lift them and their families out of poverty.

This Council notes that according to research from the Food Foundation thinktank:

- 1) The number of UK children in food poverty has nearly doubled in the last year to almost 4 million.
- 2) More than one in five (22%) of households reported skipping meals, going hungry or not eating for a whole day in January, up from 12% at the equivalent point in 2022.
- 3) Polling showed increased backing for expanding free school meals in England. Eight out of 10 people (80%) polled said they favoured extending free school meal eligibility to all children in households receiving universal credit, up from 72% in October.

It further notes that:

- 1) Bury's current Healthy Start voucher uptake is only 64%, with only 1228 out of 1922 eligible beneficiaries currently accessing this scheme.
- 2) Between 1 April 2021 and 31 March 2022, food banks in the Trussell Trust's UK wide network distributed over 2.1 million emergency food parcels to people in crisis. This is an increase of 14% compared to the same period in 2019/20. 832,000 of these parcels went to children.
- 3) The Trussell Trust have stated that "hunger in the UK isn't about food, it's about a lack of income." They identified the main drivers of food bank use in their network as:
 - a) Problems with the benefits system (delays, inadequacy and reductions)
 - b) Challenging life experiences or ill-health
 - c) Lack of informal or formal support

This Council resolves to:

- 1) Work with families and partners to alleviate children going hungry.
- 2) Support the continued free school meals offer in school holidays for those who need it and lobby the Government to extend free school meal eligibility to all children in households receiving universal credit.
- 3) Endorse the Feeding Britain campaign to introduce automatic registration for the Healthy Start voucher scheme for all eligible families and do more to promote the scheme locally.
- 4) Support the Labour Party's pledge to introduce fully funded breakfast clubs for every primary school in England.
- 5) Write to both Bury MPs requesting they support the changes in 2), 3) and 4) and lobby Ministers on our behalf in favour of them.
- 6) Continue to support maximising income for families through Money Advice Referral Tools (MARTs), widen awareness for those "just about managing" families of local

initiatives and make all Bury residents aware of all support that they would be eligible for and benefit from.

- 7) Engage with food businesses across the borough to improve access to healthy affordable food.
- 8) Make sure children and young people's voices are heard more in the decision-making processes of the Council.
- 9) Encourage "grow your own" initiatives where community groups, schools and volunteers can help promote sustainable food production.
- 10) For all Elected Members to take on the responsibility of enabling all children to thrive in Bury and ensure no child goes hungry.

11 AMENDMENTS TO NOTICES OF MOTION (Pages 131 - 136)

Amendments attached

12 COUNCIL MOTION TRACKER (Pages 137 - 140)

A report setting out progress in respect of Motions passed at the last meeting of Council is attached for information.

13 SCRUTINY REVIEW REPORTS AND SPECIFIC ITEMS "CALLED IN" BY SCRUTINY COMMITTEES

14 QUESTIONS ON THE WORK OF OUTSIDE BODIES OR PARTNERSHIPS

Questions on the work of Outside Bodies or partnerships on which the Council is represented to be asked by Members of the Council (if any).

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Minutes of: **COUNCIL**

Date of Meeting: 22 February 2023

Present: The Worshipful the Mayor (Councillor , in the Chair)
Councillors A Arif, S Arif, N Bayley, R Bernstein, D Berry,
C Birchmore, C Boles, A Booth, N Boroda, R Brown,
C Cummins, L Dean, S Donnelly, D Duncalfe, U Farooq,
E FitzGerald, N Frith, I Gartside, R Gold, D Green, S Haroon,
J Harris, M Hayes, K Hussain, N Jones, J Lancaster,
G Marsden, J Mason, L McBriar, G McGill, C Morris, E Moss,
E O'Brien, K Peel, T Pilkington, A Quinn, D Quinn, T Rafiq,
I Rizvi, J Rydeheard, L Smith, M Smith, T Tariq, C Tegolo,
S Thorpe, D Vernon, S Walmsley, M Walsh, M Whitby and
Y Wright

**Apologies for
Absence** J Grimshaw

Public Attendance: 10 Members of the public were in attendance.

C. 2 VOTE OF THANKS

The Group Leaders and the Councillor Nick Jones placed on record their thanks to Geoff Little, outgoing Chief Executive for his hard work and dedication to public service and wished him well in his forthcoming retirement.

C. 3 DECLARATIONS OF INTEREST

Councillor Alan Quinn declared a personal interest in all matters under consideration as an interim Board Member of Manchester City of Trees.

Councillor Spencer Donnelly declared a pecuniary interest in the proposed alteration to the consolidated budget alteration and left the meeting for the vote.

Councillor Sandra Walmsley declared a personal interest in all items under consideration as a member of the Shakers Community Mutual Society.

C. 4 MINUTES

The minutes of the Council meeting held on 1th December 2022, 18th January 2023 and 31st January 2023 were approved as a correct record and signed by the Mayor.

C. 5 MAYORAL COMMUNICATIONS AND ANNOUNCEMENTS

Due to the large amount of business to be transacted this evening there were no Mayoral announcements.

C. 6 PUBLIC QUESTION TIME

No questions were received in advance of the meeting.

Questioner	Topic	Responding
Ken Simpson	Radcliffe High School	Cllr L Smith
Mike Court	Council Assets	Cllr O'Brien
Andy Hay	Prestwich Regeneration	Cllr O'Brien

C.7 2023 / 24 BUDGET PAPERS

Meeting of Cabinet 15th February 2023 – Formalisation of the Locality Board

It was moved by Councillor Tariq and seconded by Councillor O'Brien and on being put with all Members voting for and the Mayor abstaining Council agreed:

To Approve the following key documents that will form part of the GM ICB approvals process :-

- Locality Board terms of reference.
 - Bury Integrated Care Partnership Agreement.
 - Section 75 agreement – principles included within covering report.
1. Council is asked to recognise the requirement to commit to the 2022/23 finance schedules as part of the GM ICB approvals process and is asked to confirm that this final decision to be approve be delegated to the Executive Director of Finance.
 2. Council is asked to note the ongoing commitment of partners to work across neighbourhoods in order to continue to deliver our Locality Plan.
 3. Council is asked to note that the principles included within the section 75 report included here will form the basis of the detailed updates to the full section 75 working document and the financial schedules in particular.
 4. Council is asked to note the commitment to further strengthen the section 75 legal documentation with a further iteration of this document proposed within next 3-6 months.
 5. Council is asked to note the contents of the updated Locality Plan that underpins all the work happening across the borough.

Meeting of Cabinet 15th February 2023 – Housing Revenue Account

It was moved by Councillor Tariq and seconded by Councillor O'Brien and on being put with all Members voting for and the Mayor abstaining Council agreed to:

2.1 Approve the 2023/24 budget for the Housing Revenue Account.

- 2.2 Approve a 3% reduction for the Management Fee to Six Town Housing for 2023/24.

Rent Setting

- 2.3 For 2023/24 individual social and affordable rents be set at the Governments rent cap of 7% with effect from 3rd April 2023.
- 2.4 For 2023/24 shared ownership rents be voluntarily limited to an increase of 7% with effect from 3rd April 2023.
- 2.5 Approve an increase in Garage rents by (Consumer Price Inflation as at September 2022) CPI 10.1%
- 2.6 Approve an increase in Sheltered Management and Support Charges by CPI 10.1%
- 2.7 Approve an increase in Service and Amenity Charges by CPI 10.1%
- 2.8 Approve an increase in Support and Heating charges by CPI 10.1%

2.9 Approve an increase in Furnished Tenancy charges by CPI 10.1%

2.10 Note that where a social rent property is re-let to a new or transferring tenant the rent level be increased to the target rent for that property.

2.11 Note that for 2023/24 and onwards, where an affordable rent property is re-let to a new or transferring tenant the rent level be set by reference to 80% of the market rent (including service charges where applicable) for a similar property at the time of letting or the formula rent for the property, whichever is the greater.

Please note Councillor Bayley was not in the Chamber when this vote was taken.

Meeting of Cabinet 15th February 2023 – Consolidated Budget

At the invitation of the Mayor, Councillor Gold, Cabinet Member for Finance and Communities, made a statement on the Budget for 2023/24.

(i) It was moved by Councillor Gold and seconded by Councillor O'Brien that the recommendations contained in Minute CA.126 of the Cabinet meeting held on 15th February 2023 be approves and adopt the budget for 2023/24, and:

1. Approve the Medium-Term Financial Strategy and the assumptions regarding resources and spending requirements.
2. Approve the Council Tax base is the equivalent of 56,708 Band D dwellings, this is the basis on which the Council Tax funding has been calculated.
3. Approve the net revenue budget of £210.813m for 2023/24.
4. Approve an increase in Council Tax of 2.99% in terms of General Council Tax and a further 2% for the Adult Social Care Precept in each of the 2023/24 and 2024/25 financial years.
5. Approve, subject to statutory regulations and legislation with regard to any guidance issued by the Secretary of State, to implement a 100% Council Tax premium on 2nd homes and to amend the timing of the premium on empty and unoccupied properties with effect from April 2024.
6. Approve the recurrent changes to expenditure of £16.852m in 2023/24.
7. Approve the non-recurrent changes to expenditure of £3.618m in 2023/24.
8. Approve the proposed savings and additional income of £22.545m for the 2023/24 financial year.
9. Approve the use of reserves of £4.802m in 2023/24.
10. Approve the transfer of £1.912m into reserves with regards to the funding of social care reforms.
11. Note the forecast position on reserves.
12. Approve the flexible use of Capital receipts strategy 2023/24 as set out in Appendix 2.
13. Approve the Treasury Management Strategy as set out in Appendix 2
14. Approve the recommendations to Council as set out relating to the Dedicated Schools Grant and setting the schools budget.
15. Note the Departmental cash limits as set out at Appendix 5.
16. Approve the commencement of consultation in respect of options set out in paragraph 101 of this report.

Subject to the following alterations:

Labour Group Budget Amendment 2023/24	
Proposal	Cost
Supporting the borough through the cost-of-living crisis	
New Council Tax Support Fund	£100,000
Community Grants	£100,000
Freeze Bury Market Rents for an extra year	£87,000
Extend Elected Member's Discretionary Budgets for 1 year	£51,000
Children in Care and Care Leavers Support Fund	£50,000
Veterans and Cadets Support Fund	£20,000

	£408000
Supporting Bury's Culture	
Cultural Programme 2023/24	£20,000
Celebrating the Coronation and Commemorating Queen Elizabeth II	£14,000
	£34,000
Manifesto Pledges	
Dealing with the backlog on tree maintenance	£125,000
	£125,000

Councillor Donnelley left the meeting for consideration of this item, following declaration of a pecuniary and prejudicial interest in the matter being discussed.

(ii) An amendment was moved by Councillor R Bernstein and seconded by Councillor J Lancaster that:

The suite of budget reports submitted to the Council should be approved, with the following amendments:

Conservative Group Budget Amendment 2023/24	
Proposal	Cost
Proposed Savings	
Increase vacancy factor from 2.5% to 3%	£414k
Revised provision of pay award (using basis of offer to firefighters)	£422k
Free school meals (to be replaced by the funding received from Governments Household Support Fund)	£567K
	£1403m
Proposed Changes	
Continuation of Caddy liners	£110k
Options appraisal for review of Refuse Collections round	£75k
Township Fund (100k per township)	£600k
Knife Crime and Anti Social behaviour Initiatives	£215k
Fly tipping	£150k
Councillor Community Award Scheme	£51k
Reserves	£200k

The Conservative Group would want to have the option for 2024/25 to have a support scheme available to refund a council tax increase.

On being put the result of the vote was as follows:

For the Amendment:- S Arif; Bernstein, Brown, Dean, Gartside, Harris, Hussain, N Jones, Lancaster, McBriar, Rydeheard, Vernon, voting for;

A Arif, Bayley, Boles, Boroda, Birchmore, Berry, Booth, Cummins, Duncalfe, Farooq, FitzGerald, Frith, Gold, Green, Hayes, McGill, Morris, Moss, Marsden, Mason, O'Brien, Peel, Pilkington, A Quinn, D Quinn, Rafiq, Rizvi, L Smith, M Smith, Tariq, Thorpe, Tegolo, Walmsley, Whitby, Y Wright, Walsh voting against

Abstaining from the Vote:- The Worshipful the Mayor.

The Mayor declared the amendment lost.

The substantive motion (as set out in i) was put to the vote which was as follows:-

For the Motion:- Councillors: **A Arif, Bayley, Boles, Boroda, Birchmore, Berry, Booth, Cummins, Duncalfe, Farooq, FitzGerald, Frith, Gold, Green, Hayes, McGill, Morris, Moss, Marsden, Mason, O'Brien, Peel, Pilkington, A Quinn, D Quinn, Rafiq, Rizvi, L Smith, M Smith, Tariq, Thorpe, Tegolo, Walmsley, Whitby, Y Wright, Walsh** voting against

Against the Motion:- Councillors: **S Arif; Bernstein, Brown, Dean, Gartside, Harris, Hussain, N Jones, Lancaster, McBriar, Rydeheard, Vernon.**

Abstaining from the Motion:- The Worshipful the Mayor

The Mayor declared the substantive Motion carried.

a 2023 / 24 BUDGET PAPERS

b APPENDICES TO BUDGET REPORT

C. 8 SUPPLEMENTARY ITEMS

C. 9 DELEGATED DECISIONS OF CABINET COMMITTEES

There were no questions asked on the delegated decisions of the Cabinet, the Overview and Scrutiny Committee, Joint Consultative Committee (Corporate) and Joint Consultative Committee (Teachers).

THE WORSHIPFUL THE MAYOR

(Notes: The meeting started at 6.50 pm
and ended at 9.40 pm)

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PUBLIC QUESTIONS

1. Why has Bury Council allowed infrastructures that clearly are out of scale and character with the street scene? This creates a cluttered highway with wooden poles and enormous masts in abundance in my area of Newington Drive and now all over Bury?

John Williams

Cllr O'Brien

There are a number of telecommunication providers that require a range of infrastructure to deliver their service. Some providers use underground cabling, whilst other providers using masts and poles to provide their services.

However, the Government has passed legislation that means that telecommunication providers do not always need planning consents to install their infrastructure. As a general rule of thumb, apparatus up to 15 metres in height are deemed to be 'Permitted Development' under legislation. This includes the wooden poles that we are aware are being currently being erected in certain parts of the Borough.

For masts that transmit signals into receivers in properties, the legislation dictates that these do not often require full planning permission. Instead the legislation deems these has acceptable in principle and local authorities can only comment on their siting and appearance through 'prior approval' applications.

The balance of power, is therefore tipped in favour of the telecommunication providers and the local authority has little control over the installation of this infrastructure in principle.

Nevertheless, the Planning and Highway Authorities will continue to work with all telecommunication providers to help guide them to ensure such infrastructure is located in appropriate locations, and in a manner that does not impact on highway safety.

2. We have been in touch with Ofcom and they have confirmed that they have no procedure for dealing with this type of issue. It is up to the council to work with IX Wireless to resolve any network infrastructure siting complaints. As this is the case the residents and the councillors who believe that this infrastructure is not fit for purpose within the borough demand the council apply for an injunction to stop all further infrastructure building until an investigation is carried out. Just doing nothing is not an option due to the next meeting is in May.

Duncan Holland

(In attendance)

Leader

As indicated in the previous response, the Government has already established the principle of these structures and a lot of the proposed infrastructure as already deemed to be acceptable in principle under current legislation.

As such, there are no legal basis for imposing an injunction to stop this infrastructure from being implemented.

However, the local planning authority is currently investigating the telecommunication infrastructure that is being rolled out by IX Wireless to ensure that the company has secured the appropriate consents and permits.

Officers will help to steer as far as reasonably possible within the current restrictions, the siting and appearance of the structures

3. Why has Bury Council allowed a company to overbuild a broadband infrastructure that is a clear detailed issue in the government papers advising overbuilding should be avoided?

Amanda Law

(in attendance)

Leader

Across much of the country, there are a number of private companies that are investing and implementing high-speed broadband infrastructure to homes and businesses.

This is a central part of the Government's National Infrastructure Strategy to improve digital connectivity for all and the levelling up agenda. The Government's web pages state that *'enabling the fast and cost-effective roll-out of new infrastructure by industry is an important policy objective for the Government ...'*

(Reference only -[Building broadband and mobile infrastructure](#) - House of Commons Library ([parliament.uk](#)))

A number of different companies are operating and competing in this space. Not all use the same technologies, with some using underground cabling direct to properties and others using above ground infrastructure like masts and overhead cables.

As indicated, the Council has little control over much of this infrastructure and there does not appear to be threshold that constitutes an 'overbuild'.

4. Does the Council as part of the Regeneration of Radcliffe have a process that identifies any derelict buildings meet safety standards?

Carol Bernstein

(In attendance)

Leader

Regeneration proposals are set out in the Radcliffe masterplan.

Where sites or buildings have a detrimental impact upon amenity, are derelict or in severe dilapidated states, the Council will consider and use appropriate powers under the Planning, Building or Environmental Health Acts to address them, in Radcliffe and elsewhere.

(NOTE: Cris Logue has instructed Building Control Officers to issue a Section 79 notice on the owners on the recently collapsed building in Radcliffe. The aim is to encourage the owners to clear the whole site).

5. How do the councillors justify awarding themselves 20% increase in allowances in these austere times when other workers ie. NHS are struggling to get 5% ?

Supplementary question (if applicable): How many of the councillors who voted for the 20% increase also **have** a salary from other employed work/day job?

Dina Judge

(In attendance)

Leader

Members' allowances are determined in accordance with the Local Authority (Members Allowances) Regulations 2003.

Member Allowances are set following a recommendation from an Independent Remuneration Panel any annual uplift in allowance payment is linked to the Local Government Public Sector pay award

The scheme of Members' allowances was agreed in this context last year and is reviewed at the beginning of every municipal year.

The Council has no control over NHS salaries, but the quality of terms and conditions for our staff on the lowest earnings is a key priority for Bury Council.

We are one of the few GM authorities to pay the Real Living Wage and to meet the standards of the GM Good Employment Charter.

Supplemental

We do not hold this information.

6. When planning applications are approved for double extensions to include extra bedrooms/utility rooms etc surely that is the time to review the council tax band on those properties The view that an extended house is only re-evaluated when sold should be reviewed to make the system fairer.

Supplementary question (if applicable): Why has the council not undertaken this review in over 30 years?

Barbara Marland

Cllr Gold

The power to conduct these reassessments is contained in The Council Tax (Alteration of Lists and Appeals) Regulations 1993. Regulation, 4(1)(a)(i) states: *“no alteration of a band shall be made unless there has been a material increase in the value of the dwelling and it has subsequently been sold”*. The Council will notify the Valuation Office Agency when alterations occur but legislation only enables an increase to be applied when the property is sold.

Supplementary question (if applicable): *Why has the council not undertaken this review in over 30 years?*

Answer:- *Valuation of Council Tax bands is the responsibility of the Valuation Office Agency, not the local authority. Council Tax bands are set according to the value the property would have sold for on 1 April 1991 in England and 1 April 2003 in Wales.*

7. I am a full time carer and need to accompany my disabled brother to hospital appointments and pick up prescriptions if they are needed urgently. I put out the correct bin for that week, clearly marked with the house number as requested , and fetch it in as soon as possible, after it has been emptied. Now because it has been stolen, I cannot get a new bin free of charge.

Shirley Francis

(not present)

The request for a replacement green bin has been reviewed by the Waste Management Team and one will be provided for the resident free of charge on this occasion. It will be delivered week commencing 19/03/2023.



Classification	Item No.
Open	

Meeting:	Council
Meeting date:	22nd March 2023
Title of report:	TIMETABLE OF MEETINGS 2023-2024
Report by:	Leader of Council
Decision Type:	COUNCIL
Ward(s) to which report relates	ALL

Executive Summary:

To consider the meeting arrangements and agree the Timetable of Meetings for the 2023/24 Municipal Year as set out in Appendix A, in accordance with the Council Constitution.

Recommendation(s)

That:

1. That the timetable of meetings for the 2023/24 Municipal Year, as set out, be approved.

(Recommended Option)

2. To consider alternative meeting arrangements.

Key considerations

1.0 BACKGROUND

- 1.1 An extensive review of meeting arrangements was undertaken as part of the constitutional review.

2.0 ISSUES

- 2.1 Consultations on the operation of the current year's meeting arrangements have identified general satisfaction with no adverse comments received.

- 2.2 Specific regard in the 2023/24 Timetable has been taken of: -

- Principal religious holy days in the Christian, Jewish and Muslim Calendars
- Political Party Conferences
- School holidays
- A summer Recess during August
- Elected Member Training

3.0 CONCLUSION

- 3.1 The Council is asked to approve the attached Timetable.

Community impact/links with Community Strategy

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.

Consultation:

Group Leaders – Democratic Arrangements Forum 03.11.2022

Legal Implications:

The proposed meetings timetable comply with the Council Constitution.

Financial Implications:

There are no additional costs inherent in these proposals. The costs of meetings will be met from within existing resources.

Report Author and Contact Details:

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BURY COUNCIL TIMETABLE OF MEETINGS 2023 - 2024

CYCLE 1 – MAY/JUNE 2023

Month	Day	Date	Meeting 1	Time	Meeting 2	Time	Comment	
May	Mon	1	Bank Holiday				Pre-election period	
	Tues	2						
	Wed	3						
	Thurs	4	Local Elections					
	Mon	8	Extra Bank Holiday –for coronation					
	Tues	9						
	Wed	10						
	Thurs	11	Member induction holding date					
	Mon	15						
	Tues	16						
	Wed	17						
	Thurs	18						
	Mon	22						
	Tues	23						
	Wed	24	Annual Council	2.00pm	Mayor Making	4.00pm		
	Thurs	25					Shavuot	
	Mon	29	Bank Holiday				Schools’ Half Term Break	
	Tues	30	Planning Committee	7.00pm				
	Wed	31						
June	Thurs	1						
June	Mon	5	Locality Board	4.00pm				
	Tues	6	CPB	5.00pm				
	Wed	7	Cabinet	6.00pm				
	Thurs	8	Youth Cabinet	5.00pm	Licensing & Safety Committee	7.00pm		
	Mon	12	Corporate Parenting Training	3.00pm	Corporate Parenting Training	6:00pm		
	Tues	13	Overview and Scrutiny Committee	7.00pm				
	Wed	14	HWBB	4.30pm				
	Thurs	15	Children and Young People Scrutiny	7.00pm	ELR Trust Board-Rochdale	6.00pm		
	Mon	19	M365 Training	6.00pm				
	Tues	20						
	Wed	21	Corporate JCC	5.00pm	H&S JCC	6.30pm		
	Thurs	22			Employment Panel	7.00pm		
	Mon	26	M365 Training	6.00pm				
	Tues	27	Member Development Group	6.00pm	Planning Committee	7.00pm		
	Wed	28					Eid al-Adha	
	Thurs	29						

CYCLE 2 – JULY – SEPTEMBER 2023

Month	Day	Date	Meeting 1	Time	Meeting 2	Time	Comments
July	Mon	3	Locality Board	4.00pm			
	Tues	4	Overview and Scrutiny Committee	7.00pm			
	Wed	5	Teachers JCC	6.00pm			
	Thurs	6	Radcliffe CC	6.00pm			
	Mon	10	<i>Training</i>	<i>6.00pm</i>			
	Tues	11					
	Wed	12	Cabinet	6.00pm			
	Thurs	13					
	Mon	17	<i>Training</i>	<i>6.00pm</i>			
	Tues	18	Youth Cabinet	5.00pm	Health Scrutiny	7.00pm	
	Wed	19	COUNCIL	7.00pm			
	Thurs	20	CPB	5.00pm	Licensing & Safety Committee	7.00pm	
	Mon	24	<i>Training</i>	<i>6.00pm</i>			Schools' Summer Holidays Start Council Recess – No Meetings to be held
	Tues	25	Planning Committee	7.00pm			
	Wed	26					
	Thurs	27					
	Mon	31	Audit Committee	7.00pm			
Aug	Tues	1					
	Wed	2					
	Thurs	3					
	Mon	7	Locality Board	4.00pm			
	Tues	8					
	Wed	9					
	Thurs	10					
	Mon	14					
	Tues	15					
	Wed	16					
	Thurs	17					
	Mon	21					
	Tues	22					
	Wed	23					
	Thurs	24					
	Mon	28	Bank Holiday				
	Tues	29	Planning Committee	7.00pm			
	Wed	30					
	Thurs	31	Radcliffe CC	6.00pm			

CYCLE 3 – SEPTEMBER/OCTOBER 2023

Month	Day	Date	Meeting 1	Time	Meeting 2	Time	Comments
Sept	Mon	4	Locality Board	4.00pm			
	Tues	5	Overview and Scrutiny Committee	7.00pm			
	Wed	6	Cabinet	6.00pm			
	Thurs	7	Health Scrutiny	7.00pm			
	Mon	11	Training	6.00pm			
	Tues	12	Children and Young People Scrutiny	7.00pm			
	Wed	13	COUNCIL	7.00pm			
	Thurs	14	Licensing & Safety Committee	7.00pm			
	Mon	18	Training	6.00pm			
	Tues	19	HWBB	4.30pm			
	Wed	20	Employment Panel	7.00pm			
	Thurs	21	CPB	5.00pm	Standards Cmt	6.00pm	
	Mon	25					Yom Kippur Lib Dem Party Conf 23 – 26
	Tues	26	Planning Committee	7.00pm			
	Wed	27	Youth Cabinet	5.00pm			
	Thurs	28	Member Development Group	6.00pm	Radcliffe CC	7.00pm	
Oct	Mon	2	Locality Board	4.00pm			Cons Party Conf 1 – 4
	Tues	3					
	Wed	4					
	Thurs	5	Cabinet	6.00pm			
	Mon	9	Training	6.00pm			Lab Party Conf 8–11
	Tues	10					
	Wed	11					
	Thurs	12	ELR Trust Board- Rossendale	6.00pm	Audit Committee	7.00pm	
	Mon	16	Training	6.00pm			
	Tues	17	Teachers JCC	6.00pm			
	Wed	18	Corporate JCC	5.00pm	H&S JCC	6.30pm	
	Thurs	19	Licensing & Safety Committee	7.00pm			
	Mon	23	Training	6.00pm			Schools' Winter Half Term Break
	Tues	24	Planning Committee	7.00pm			
	Wed	25					
	Thurs	26					

CYCLE 4 – NOVEMBER/DECEMBER 2023

Month	Day	Date	Meeting 1	Time	Meeting 2	Time	Comments
Oct	Mon	30	<i>Training</i>	6.00pm			
	Tues	31					
Nov	Wed	1	Overview and Scrutiny Committee	7.00pm			
	Thurs	2	Radcliffe CC	6.00pm			
	Mon	6	Locality Board	4.00pm			
	Tues	7					
	Wed	8	Cabinet	6.00pm			
	Thurs	9	Health Scrutiny	7.00pm			
	Mon	13	<i>Training</i>	6.00pm			
	Tues	14	HWBB	4.30pm			
	Wed	15	Children and Young People Scrutiny	7.00pm			
	Thurs	16	Employment Panel	7.00pm			
	Mon	20	<i>Adult Safeguarding Training</i>	6.00pm			
	Tues	21	Planning Committee	7.00pm			
	Wed	22	COUNCIL	7.00pm			
	Thurs	23	Licensing & Safety Committee	7.00pm			
	Mon	27	<i>Training</i>	6.00pm			
	Tues	28	Youth Cabinet	5.00pm			
	Wed	29	Standards Cmt	6.00pm			
	Thurs	30	CPB	5.00pm			
Dec	Mon	4	Locality Board	4.00pm			
	Tues	5	Teachers JCC	6.00pm			
	Wed	6	Corporate JCC	5.00pm	H&S JCC	6.30pm	
	Thurs	7	Radcliffe CC	6.00pm			
	Mon	11	<i>Training</i>	6.00pm			
	Tues	12					
	Wed	13	Cabinet	6.00pm			
	Thurs	14	Audit Committee	7.00pm			
	Mon	18	<i>Training</i>	6.00pm			
	Tues	19	Planning Committee	7.00pm			
	Wed	20	Licensing & Safety Committee	7.00pm			
	Thurs	21					
	Mon	25	Bank Holiday				Schools Holidays – Winter Break
	Tues	26	Bank Holiday				
	Wed	27					
	Thurs	28					

CYCLE 5 – JANUARY/FEBRUARY 2024

Month	Day	Date	Meeting 1	Time	Meeting 2	Time	Comments
Jan	Mon	1	Bank Holiday				Schools Holidays – Winter Break
	Tues	2	Bury Floating Day				
	Wed	3					
	Thurs	4	Radcliffe CC	6.00pm			
	Mon	8	Locality Board	4.00pm			
	Tues	9	Overview and Scrutiny Committee	7.00pm			
	Wed	10	Cabinet	6.00pm			
	Thurs	11					
	Mon	15	<i>Training</i>	6.00pm			
	Tues	16	Children and Young People Scrutiny	7.00pm			
	Wed	17	COUNCIL	7.00pm			
	Thurs	18	CPB	5.00pm			
	Mon	22	<i>Training</i>	6.00pm			
	Tues	23	Member Development Group	6.00pm	Planning Committee	7.00pm	
	Wed	24	Health Scrutiny	7.00pm			
	Thurs	25	Licensing & Safety Committee	7.00pm			
	Mon	29	<i>Training</i>	6.00pm			
	Tues	30	HWBB	4.30pm			
	Wed	31	Standards Cmt	6.00pm			
Feb	Thurs	1					
Feb	Mon	5	Locality Board	4.00pm			
	Tues	6	Overview and Scrutiny Committee (BUDGET)	7.00pm			
	Wed	7	Corporate JCC	4.00pm	Teachers JCC	6.00pm	
	Thurs	8	Radcliffe CC	6.00pm			
	Mon	12					
	Tues	13					
	Wed	14	Cabinet (Budget)	6.00pm			
	Thurs	15					
	Mon	19	<i>Training</i>	6.00pm			Schools’ Half Term Break
	Tues	20	Planning Committee	7.00pm			
	Wed	21	COUNCIL (BUDGET)	7.00pm			
	Thurs	22	Licensing & Safety Committee	7.00pm			
	Mon	26	<i>Training</i>	6.00pm			
	Tues	27	Youth Cabinet	5.00pm			
	Wed	28					
	Thurs	29	Employment Panel	7.00pm	ELR Trust Board-Bury	6.00pm	

CYCLE 6 – MARCH - MAY 2024

Month	Day	Date	Meeting 1	Time	Meeting 2	Time	Comments
Mar	Mon	4	Locality Board	4.00pm			
	Tues	5	Health Scrutiny	7.00pm			
	Wed	6	CPB	5.00pm	Audit Committee	7.00pm	
	Thurs	7	Radcliffe CC	6.00pm	Children and Young People Scrutiny	7.00pm	
	Mon	11	<i>Training</i>	6.00pm			Ramadan 10 March – 8 April
	Tues	12	Member Development Group	6.00pm			
	Wed	13	Cabinet	6.00pm			
	Thurs	14	HWBB	4.30pm			
	Mon	18	<i>Training</i>	6.00pm			
	Tues	19	Planning Committee	7.00pm			
	Wed	20	COUNCIL	7.00pm			
	Thurs	21	Licensing & Safety Committee	7.00pm			Pre-election period starts 22 March
	Mon	25	<i>Training</i>	6.00pm			
	Tues	26	Teachers JCC	6.00pm			
	Wed	27	Corporate JCC	5.00pm	H&S JCC	6.30pm	
	Thurs	28					
Apr	Mon	1	Bank Holiday				Schools' Spring Break
	Tues	2	<i>Training</i>	6.00pm			
	Wed	3	Standards Ctte	6.00pm			
	Thurs	4		7.00pm			
	Mon	8	<i>Locality Board</i>	4.00pm			Eid al-Fitr 9 – 10 April
	Tues	9					
	Wed	10					
	Thurs	11	Radcliffe CC	6.00pm			
	Mon	15	<i>Training</i>	6.00pm			
	Tues	16	Youth Cabinet	5.00pm	Planning Committee	7.00pm	
	Wed	17	Cabinet	6.00pm			
	Thurs	18	Licensing & Safety Committee	7.00pm			
	Mon	22					Passover
	Tues	23					
	Wed	24					
	Thurs	25					
	Mon	29					
	Tues	30					
May	Wed	1					
	Thurs	2	Local Elections				
	Mon	6	Bank Holiday				
	Tues	7					
	Wed	8					
	Thurs	9					
	Mon	13					
	Tues	14					
	Wed	15					
	Thurs	16					
	Mon	20					
	Tues	21					
	Wed	22	Annual Council	2.00pm	Mayor Making	4.00pm	
	Thurs	23					
	Mon	27	Bank Holiday				Schools' Half Term Break
	Tues	28					
	Wed	29					

	Thurs	30					
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Classification	Item No.
Open	

Meeting/Dates:	Council: 22 nd March 2023
Title of report:	Amendments to Officer Employment Procedure Rules and Disciplinary Procedure for Head of Paid Service, Monitoring Officer and Chief Finance Officer
Report by:	Cabinet Member for Corporate Affairs and HR
Decision Type:	Council
Ward(s) to which report relates	All

Executive Summary:

Disciplinary Procedure for Head of Paid Service, Monitoring Officer and Chief Finance Officer:

The *Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015* included new requirements for Local Authorities in relation to the independent investigation process and disciplinary procedure for Chief Executives. In Bury, these arrangements are set out within the 'Officer Employment Procedure Rules' within the Council's Constitution.

The Joint Negotiating Committee for Chief Executive's has recently reviewed how the process for Chief Executives has been working in practice. As a result of the review, the Chief Executives' Handbook has been updated. This revised handbook constitutes the conditions of service for Local Authority Chief Executives. A review has therefore been undertaken of the arrangements set out in Bury to ensure they are aligned with the updated handbook.

Whilst the handbook is for Chief Executives only, the intention in Bury is to retain our current approach of a single set of arrangements for the Disciplinary Procedure for the Chief Executive, Monitoring Officer and Section 151 Officer and the proposed changes are therefore suggested to be applicable to the joint arrangements for all three officers.

The arrangements include the requirement to establish the committees below, on a continuing basis, ensuring that the appropriate delegated powers have been conferred on them:

- An Investigating and Disciplinary Committee (IDC) – Our Employment Panel act as IDC

- An Appeals Committee – Our Employment Panel or Council act as the appeal depending on the officer's position
- An Independent Panel – Our policy includes details of who can be appointed as independent panel members

Special Severance Payments

Following the introduction of the [Statutory Guidance on the making and disclosure of Special Severance Payments \(SSP's\) by Local Authorities in England](#), a review of the Council's Constitution and Scheme of Delegation is required to ensure this aligns with the new requirements and includes a mechanism for the establishment of an independent panel to consider payments to the Chief Executive, should this be necessary.

The revised Officer Employment Procedure Rules incorporating the Disciplinary Procedure for Head of Paid Service, Section 151 Officer and Monitoring Officer and revised arrangements for the approval of Special Severance Payments are appended for approval by Council based on a recommendation from the Employment Panel.

Recommendation(s)

Following consideration and agreement by Employment Panel, Council is asked to agree the revised Officer Employment Procedure Rules.

Key considerations

1. Background and Context

1.1 The Officer Employment Procedure Rules include the Council's arrangements for disciplinary action in relation to the Head of Paid Service, Monitoring Officer, Chief Finance Officer (Section 151 Officer) and other Chief Officers and Deputy Chief Officers. The following amendments/additions are proposed with reference to the new Chief Executive's handbook:

1.1.1 An initial filtering of any accusations will be undertaken to determine if the issue requires full investigation

1.1.2 Periodic reviews of any suspension will be undertaken

1.1.3 Delegated Powers for the IDC (the Employment Panel) to exercise the functions of the IDC as set out in the model procedure including a threshold test

1.1.4 Removal of objections being sought from Members of the Cabinet in relation to disciplinary outcomes

1.2 The Disciplinary Procedure for the Head of Paid Service, Section 151 Officer and Monitoring Officer is presented as Appendix A within the Officer Employment Procedure Rules and has been added/amended as follows:

- 1.2.1 Usual Declaration of Interest arrangements apply throughout the process
- 1.2.2 Officers may be accompanied in IDC meetings and meetings of the Independent Panel
- 1.2.3 Fair notice will be given to enable the officer time to prepare an initial response to the allegations
- 1.2.4 Alternative resolution methods, for example mediation should be considered with formal action only taking place where the matter cannot be resolved informally
- 1.2.5 Initial filtering/inquiries to determine if any substance to the allegation
- 1.2.6 Ability for an immediate suspension before the IDC has met
- 1.2.7 Whether or not the case meets the threshold for an independent investigator to be appointed – the IDC to determine the investigator's terms of reference
- 1.2.8 The Council to designate an officer to administer the arrangements
- 1.2.9 The role of the IDC/Hearing
- 1.2.10 Arrangements relating to the Independent Panel
- 1.2.11 The principal decision to recommend dismissal to be taken by the IDC
- 1.2.12 The Council meeting to fulfil requirements for an additional level of decision making necessary to demonstrate an effective appeal:
 - To consider whether to approve the IDC recommendations to dismiss
 - To act as the appeal mechanism against the dismissal/disciplinary decision
- 1.3 A new section around Special Severance Payments (SSP's) has been added to the Officer Employment Procedure Rules outlining the revised arrangements for the approval of SSP's:
 - 1.3.1 Currently, any payments made around the termination of employment which are in excess of £100k require approval by full Council.
 - 1.3.2 Rules around SSP's now require a more robust approvals process to be introduced. All payments of £20k and over in value upto £100k will require approval from the Monitoring Officer, Section 151 Officer, Chief Executive and Leader. Following consideration by the Employment Panel, this decision will also be made in Consultation with the Chair of Overview and Scrutiny. Any payments under £20k can be approved by the Monitoring Officer.

1.3.3 Where the proposed payment is to the Head of Paid Service, to avoid a conflict of interest, the Employment Panel will oversee this and will appoint an independent panel to approve the payment to the Chief Executive:

- This panel must comprise of 3 independent persons (or at least 2).
- The Independent Panel will make recommendations to the Employment Panel and the decision will then go to Council for approval.

1.3.4 All payments will only be agreed in accordance with the [Statutory Guidance on the making and disclosure of Special Severance Payments \(SSP's\) by Local Authorities in England](#).

Community impact/links with Community Strategy

An up-to-date Constitution will ensure decision are taken lawfully and in an open and transparent manner.

Equality Impact and considerations:

Equality Analysis
<p>The handbook is a nationally agreed document and will have been subject to the LGA's required equality impact assessment process.</p> <p>An EIA of our policy and the revisions have been carried out with no negative impact identified.</p>

Assessment of Risk:

The following risks apply to the decision:

Risk / opportunity	Mitigation
Legal Challenge	An up-to-date Constitution will ensure decisions are taken lawfully and in an open and transparent manner.

Consultation:

The proposed changes have been shared with the Trade Unions

Legal Implications:

To be completed by the Council's Monitoring Officer

Financial Implications:

There are no financial implications arising from this report

Report Author and Contact Details:

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Background Papers

Report to the Employment Panel 24th January 2023

Please include a glossary of terms, abbreviations and acronyms used.

Term	Meaning

Appendix

Section 8 - Officer Employment Procedure Rules

(Standing Orders relating to Staff)

4.8.6 Disciplinary Action - Head of Paid Service, Monitoring Officer and Chief Finance Officer

(To be considered in conjunction with the Disciplinary Procedure for Head of Paid Service, Section 151 Officer and Monitoring Officer - Appendix A)

- (1) Where the matter cannot be resolved informally, an initial filtering will take place to determine if the issue requires investigating.
- (2) In some circumstances, the Council may consider that in order to clarify whether there is any substance to the allegation or complaint, preliminary initial inquiries should be undertaken before the Model Procedure is invoked. This would be particularly appropriate where the matter has been raised under another procedure such as a grievance and is not itself a disciplinary complaint. To enable this process to happen the Council should nominate an officer who would most appropriately be the Council's Monitoring Officer.
- (3) Once it is determined that an investigation is required, the Head of Paid Service, Monitoring Officer and S151-Chief Finance Officer may be suspended whilst the investigation takes place into alleged misconduct. That suspension will be on full pay and will be reviewed after two months and periodically thereafter as appropriate.
- (4) The Council must approve the dismissal or other disciplinary action in relation to the Head of Paid Service, the Monitoring Officer or the S151-Chief Finance Officer following the recommendation of dismissal or disciplinary action by the Employment Panel (the Investigating and Disciplinary Committee - IDC) and an Independent Panel.
 - The IDC will have delegated powers to exercise the functions of the IDC as set out in the model procedure. They have an important role in deciding whether any allegations against the officer meet a 'threshold test' (see procedure in Appendix A) which justifies further investigation, and then considering the report of an independent investigator.
 - The IDC will set up an initial meeting to inform the officer of the allegation, hear any representations and evidence from the officer and determine whether or not there is a case to answer. If it is determined that there is a case to answer an independent investigator will be appointed.
 - Following receipt of the investigation report the IDC will conduct a Hearing to consider the findings/ recommendations of the independent investigator, hear the officer's case and question any witnesses.
 - If a disciplinary sanction/dismissal is recommended the Panel will notify the Director of People and Inclusion who will, through Democratic Services, notify every Member of the Cabinet of the name of the person recommended to be dismissed and relevant details of the sanction or dismissal.

The IDC's recommendation will then be put to an Independent Panel.

(5) The Independent Panel will be established comprising of two or more independent panel members:

- an independent person appointed by the Council who is a local government elector
- any other independent person appointed by the Council
- an independent person who has been appointed by another Council

The Panel will:

- hear the evidence of the investigator
- hear oral representation from the officer
- hear the response/recommendations from the IDC
- ask questions of all parties

The Panel will consider all of the evidence and review the recommendations from the IDC.

A report will be prepared by the Independent Panel for Council with a clear recommendation as to whether or not they feel the officer should receive a disciplinary sanction or be dismissed. If they disagree with the IDC's recommendations to issue a disciplinary sanction or dismiss, the report should include a clear rationale of the reasons why.

If the Panel are in agreement with the IDC's recommendations the officer should be informed of this in writing and given the right of appeal.

(6) Under the 2015 regulations any decision to issue a disciplinary sanction or dismiss will be taken by full Council, who will take into account any advice, views or recommendations of the Independent Panel.

A special meeting of Council will be convened and will take place at least 20 working days after the meeting of the Independent Panel.

At the meeting, which will also act as the officer's appeal if they have appealed, the case will be reviewed (a full re-hearing will not take place). In addition:

- the officer will make representation first as this will effectively be their opportunity to appeal
- the advice, views and recommendations of the Independent Panel will be taken into consideration
- the conclusions from the investigation will be considered Council may decide:
- to remove the disciplinary sanction or determine a lesser sanction
- to overturn the dismissal and award a lesser sanction (formal warning or action short of dismissal)
- to confirm the disciplinary sanction or dismissal of the officer Decisions must be approved by way of a vote.

4.8.7 Disciplinary Action - Chief Officers and Deputy Chief Officers (other than the Head of Paid Service, Monitoring Officer and Chief Finance Officer)

The Employment Panel shall approve the dismissal of or other disciplinary action in relation to Chief Officers and Deputy Chief Officers (other than the Head of Paid Service, Monitoring Officer or the Chief Finance Officer).

4.8.8 Disciplinary Action - Other Officers

Other than hearing Appeals against dismissal, Councillors shall not be involved in the dismissal of or disciplinary action in relation to any Officer below Deputy Chief Officer except where such involvement is necessary for any investigation or enquiry into alleged misconduct and also through the Council's Disciplinary, Capability and Related Procedures as adopted from time to time, which may allow a right of appeal to Members in respect of such action.

4.8.9 Special Severance Payments

- (1) Any Special Severance Payments (SSPs) made in excess of £100k require approval by full Council.
- (2) Any and all payments of £20k and over in value upto £100k require approval from the Monitoring Officer, Section 151 Officer and Chief Executive and Leader, in consultation with the Chair of Overview and Scrutiny. Any payments under £20k can be approved by the Monitoring Officer.
- (3) Where the proposed payment is to the Head of Paid Service, to avoid a conflict of interest, the Employment Panel will oversee this and will appoint an independent panel to approve the payment to the Chief Executive:
 - This panel must comprise of 3 independent persons (or at least 2).
 - The Independent Panel will make recommendations to the Employment Panel and the decision will, ultimately be approved by Council

Accountability:	Approvals:
Under £20,000 <i>Scheme of Delegation</i>	Monitoring Officer
£20,000 - £99,999	Chief Executive Leader of the Council S151 officer Monitoring officer (in consultation with the Chair of Overview and Scrutiny)
£100,000+	Chief Executive Leader of the Council S151 officer Monitoring officer Full Council
Any Payment to the Chief Executive	A panel of at least 2 independent people. Employment Panel Full Council

Appendix A

Disciplinary Procedure for Head of Paid Service, Section 151 Officer and Monitoring Officer

Background

The Local Authorities (Standing Orders) (England) Regulations 2001 (as amended by the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015) provide a degree of protection for chief executives and certain statutory chief officers (section 151 and monitoring officers) against unwarranted political interference in their roles as Head of Paid Service, Section 151 Officer and Monitoring Officer.

These changes have been incorporated into the Council Constitution.

Scope

This procedure sits alongside the Model Disciplinary Procedure and Guidance as outlined in the Joint Negotiating Committee for Local Chief Executives National Salary Framework and Conditions of Service Handbook (updated 7 September 2022) and will be used to manage the disciplinary process for the Head of Paid Service, Section 151 Officer and Monitoring Officer.

Should any cases involving allegations against any of these three officers also implicate other officers and there is one investigation, this higher level procedure will be used for all officers under investigation.

Where the procedure refers to a Hearing, the process will follow the Council's Hearing Procedure.

Democratic Services, in conjunction with HR, will be responsible for arranging all meetings / hearings.

The Council's usual declaration of interest arrangements apply throughout this process and officers/members involved in the process should not engage with other staff/the public in discussions of the case. Such actions will not only create adverse publicity for the council and the officers but may create conflicts of interest and could limit the role that those officers/councillors can then take as the case progresses.

Right to be accompanied

The JNC procedure provides that at all stages, officers have the right to be accompanied by a trade union representative or some other person of their choice at their own cost. The only exception being, if an emergency suspension needs to take place where there is a serious risk identified.

The disciplinary procedure cannot be delayed, however, due to the unavailability of representative although every effort will be made to arrange dates that are mutually

convenient.

The statutory right to be accompanied applies in disciplinary hearings where decisions around disciplinary action, a disciplinary sanction or an appeal are taken. Officers may also be accompanied in IDC meetings.

Given the statutory requirement for an Independent Panel to meet to consider a recommendation for dismissal, it would also be appropriate, where the officer is attending that meeting, for them to be accompanied.

In these cases we will attempt to arrange dates suitable for all parties however, should the officer's representative be unavailable to attend we will postpone the Hearing for up to a week when the Hearing will go ahead regardless of the representative's availability.

Fair notice will be given as far as possible to enable the officer adequate time to prepare an initial response to the allegations or issues under investigation

Informal Resolution

If possible, an informal resolution should be sought and the Council will pay full regard to the principles within the ACAS handbook. The advice of the Joint Secretaries may also be sought. Alternative resolution methods, for example mediation, should be considered. Formal action should be a last resort and only take place where the matter cannot be resolved informally.

An initial filtering will take place to determine if the issue requires investigating. In some circumstances, the Council may consider that in order to clarify whether there is any substance to the allegation or complaint, preliminary initial inquiries should be undertaken before the Model Procedure is invoked. This would be particularly appropriate where the matter has been raised under another procedure such as a grievance and is not itself a disciplinary complaint. To enable this process to happen the Council should nominate an officer who would most appropriately be the Council's Monitoring Officer.

Formal Procedure

Suspension

The decision to suspend the Chief Executive, S151 Officer or Monitoring Officer must be considered carefully by the IDC taking into account the nature of the allegations, the effect on the officer and potential reputational damage to the Council.

On rare occasions circumstances could arise which require an immediate suspension before the IDC has a reasonable opportunity to meet, for example if the allegations of misconduct are such that officer's remaining presence at work poses a serious danger to the health and safety of others or a serious risk to the resources, confidential information or reputation of the authority.

It may also be necessary if the continuing presence at work of the officer might compromise the investigation or impair the efficient exercise of the council's functions.

In these cases emergency suspension may be considered, subject to the suspension being reviewed by the IDC at the earliest opportunity. Ordinarily, the council's Chief Executive/Monitoring Officer will make the decision for an emergency suspension to take place after consultation with the Chair of the IDC.

However, should the Chief Executive and/or Monitoring Officer be implicated in disciplinary investigations at the same time, the Deputy Chief Executive has delegated authority to suspend in relevant circumstances in conjunction with the Leader of the Council and relevant Cabinet Member.

Suspension should be reviewed by the IDC after 2 months and periodically thereafter as appropriate.

Investigating and Disciplinary Committee - initial meeting

As part of the procedure, an Investigating and Disciplinary Committee (IDC) is required to be set up. This committee, who will have delegated powers to exercise the functions of the IDC as laid down in the model procedure, has an important role in deciding whether any allegations against the officer meet a 'threshold test' which justifies further investigation, and then considering the report of an independent investigator.

Cases will vary in complexity but the threshold test for the IDC in deciding whether to appoint an Independent Investigator is to consider the allegation or matter and assess whether:

- if it were to be proved **through an independent investigation**, it would be such as to lead to dismissal or other action which would be recorded on the chief executive's personal file and
- there is evidence in support of the allegation sufficient to require further investigation

It is intended that this initial assessment as to whether the 'threshold test' has been met is conducted as expeditiously as possible. Should the test be met the IDC will arrange for the appointment of an Independent Investigator.

The panel will be politically balanced and will consist of a panel of at most five members, including at least one cabinet member. Members appointed to the panel should have no prior knowledge or conflicts of interest in the case/officer involved. The Council's usual arrangements for declarations of interest will apply throughout the process.

Prior to the initial meeting, the Council should shortlist three people (or less if three are not available) from a list of independent investigators held by the Joint Secretaries to conduct an investigation should the IDC decide that this is the appropriate way forward.

The IDC's initial role will be to inform the officer of the allegations in writing, providing any evidence that might require investigation. The officer will be invited to put forward any written representations and evidence to the meeting (this includes any written evidence from witnesses they wish to be considered at this stage). The officer will also be invited to

attend the meeting to make oral representations. If they do not attend their written representations will be taken into account.

At the meeting, the IDC will consider any evidence presented by the officer, either in writing or in person, and determine if it is appropriate to call the witnesses at this stage before any decision is taken. The IDC may decide:

- no further formal action is taken, or
- there is a case to answer and an investigation is required, or
- to consider other actions (for example mediation, use of a different procedure, mutual termination (within the realms of other relevant procedures) etc.)

If the IDC decides that there is a case to answer they will appoint an independent investigator.

They will also consider if it is appropriate to suspend the officer. If the officer has already been suspended under emergency powers, the IDC will review the decision to determine whether or not the suspension stands at the earliest opportunity. Suspension will be further reviewed by the IDC after 2 months and periodically thereafter as appropriate.

The officer will be informed of the decision in writing.

Investigation

The Joint Secretaries hold a list of independent investigators who have been selected for their suitability and experience for this work and who have received training. Once the options of independent investigators from the list are determined suitable by the Council, the officer will be invited to select an investigator from the list (if no selection is made within 14 days of the names being supplied or there is more than one officer under investigation and agreement cannot be reached, the Council will select an investigator from the list).

The IDC will be responsible for deciding the terms of reference for the investigation and for providing this and other information to the Independent Investigator. It will also be in a position to discuss timescales for the investigation.

The Independent Investigator may approach the IDC at any point to seek further guidance or clarification on issues which emerge during the investigation.

The role of the investigator will be to establish the facts and collate evidence. The investigation should remain confidential, impartial, and should be speedy and thorough.

They should operate on the basis of an independent investigation using his / her powers to access information and interview witnesses.

The investigator will prepare a report to the IDC outlining:

- the facts of the case
- findings and evidence

- their opinion as to whether or not they believe that the evidence gathered supports the allegation and the need for disciplinary action to be taken
- their recommendations as to what disciplinary action they believe to be appropriate

Before finalising the report, the Independent Investigator should consider whether they should check the factual content of the report with the officers and other witnesses as appropriate.

The Council will designate an officer to administer the arrangements. The administering officer will ensure that the officer receives the Independent Investigator's report simultaneously with the IDC.

IDC – Hearing

On receipt of the investigation report, the IDC will conduct a Hearing at which the Independent Investigator will present his / her report and both the Council and the officer will have the right to question them and to call and question each other's witnesses. The IDC hearing should be conducted in accordance with the Council's Hearing Procedure.

The Independent Investigator must recommend any disciplinary action that appears to be appropriate. At this stage clarity is important and a clear reasoned recommendation should be given. The IDC will:

- consider the findings, report and recommendations of the independent investigator including any new material evidence material to the allegations
- give the officer the opportunity to state their case
- question any witnesses where relevant

The IDC may decide on the following outcomes:

1. No further action should be taken - the officer should be informed and appropriate communication prepared to ensure no damage to the officer's reputation
2. The issue should be resolved informally or through another procedure
3. The case should be referred back to the investigator for further investigation - this should be only when it is absolutely necessary in order to make a decision (for example to investigate any new evidence)
4. To take action short of dismissal (ie to issue a disciplinary sanction) - the officer should be notified of this and given the right of appeal
5. To recommend to Council to dismiss the officer

Where the IDC recommends to dismiss the officer, the Leader and all members of the Cabinet should be informed. This part of the process should be carried out by the Deputy Chief Executive in conjunction with Democratic Services.

The IDC will inform the officer of the decision and put that recommendation to the Independent Panel along with the Independent Investigator's report and any other necessary material.

The IDC will reconvene once the report from the independent panel is received to

consider the recommendation to dismiss. If the recommendations to dismiss do not change, the officer will be informed of the decision at this point and given the right to appeal. This will be to full Council.

Should the IDC decide not to dismiss, other options should be considered (see above IDC outcomes).

Independent Panel

If a recommendation to dismiss is made by the IDC an Independent Panel (IP) will be established comprising of three independent panel members (or at least 2) who are:

- an independent person appointed by the Council who is a local government elector in this borough
- an independent person appointed by the Council for the purpose of the Council members conduct regime under the Localism Act 2011
- an independent person appointed by another Council for the purpose of the Council members conduct regime under the Localism Act 2011

Appropriate training devised by the JNC is available for panel members if required.

The IP will be held in accordance with the Council's Hearing Procedure and will take place at least 20 working days before the meeting of the Council and the timings of the meetings should be set far enough apart so as to ensure that the Panel can perform its role thoroughly, including to produce a report which can be circulated to council members five working days before the Council meeting.

The Panel is **not** a full re-hearing of the case and will not involve the calling of witnesses.

The Panel will be supported by officers who have not attended meetings of the IDC and the agenda/papers agreed by both the Council and the officer.

Both parties should be present or represented (the IDC might be represented by its Chair or other nominated person) at the Panel meeting.

The Panel should review the IDC's recommendation for dismissal and prepare a report for Council. It will:

- receive the IDC recommendations and reasons - presented by the Chair of the IDC
- receive the report from the independent investigator, who will be invited to the IP to provide clarification if required
- receive oral/written representations from the officer, who will be invited to attend and invite any response on behalf of the IDC to the points made
- ask questions of either party

The IP will consider all of the evidence and formulate any advice, views or recommendations it wishes to make to Council concerning the dismissal of the officer. A report will be prepared for the IDC / Council. If the Panel disagree with the IDC's recommendations to dismiss, the report should include a clear rationale of the reasons

why and the Chair of the Independent Panel should be invited to attend the meeting of the IDC to present the report and answer questions.

Council

As the Standing Orders Regulations require that the council approves the recommendation for dismissal before notice of dismissal is issued, there might be concern about the ability to offer a fair appeal if the whole council was already familiar with the issues and had already taken the decision to dismiss.

The Model Procedure upon which this procedure is based envisages that the principal decision to recommend dismissal is taken by the IDC and the council meeting fulfils the necessary requirement for an additional level of decision making necessary to demonstrate an effective appeal.

Where there is a recommendation to dismiss the Head of Paid Service, S151 Officer or Monitoring Officer, Council must approve the dismissal before notice of dismissal is issued.

A special meeting of Council will be set up by Democratic Services and will take place at least 20 working days after the meeting of the Independent Panel.

The Council meeting serves two purposes:

- To consider whether to approve the IDC recommendation to dismiss
- To act as the appeal mechanism against a dismissal decision

In view of the need for the council to ensure a fair decision-making process, it will need to consider whether members already involved in these, or other, ways should take part in the council meeting having regard to whether their participation in the meeting would give rise to unlawful decision-making or maladministration, due to predetermination or bias. Therefore Members with previous involvement should not take part in the Council deliberations.

This involvement might be as:

- Complainant
- Member of the IDC
- Witness in the investigation and / or hearing
- Member offering public comments on the ongoing disciplinary process

Disciplinary proceedings are usually conducted in meetings from which the public have been excluded, and this practice is commended for council meetings considering the exercise of the function to dismiss the Head of Paid Service, Monitoring Officer or S151 Officer.

Given the thoroughness and independence of the previous stages it will not be appropriate for Council to undertake a full re-hearing of the case. Instead, consideration by the council will take the form of a review of the case and the recommendation to dismiss, and any advice, views or recommendations of the Independent Panel and the

meeting will review the case, the recommendations to dismiss and any other evidence/representations. This stage will also act as the officer's appeal against the recommendation to dismiss.

In addition:

- the officer will attend and make representation first as this will effectively be their opportunity to appeal
- the Chair of the IDC will attend and present the recommendation to dismiss/reasons
- the advice, views and recommendations of the Independent Panel will be taken into consideration
- the conclusions from the investigation will be considered

Council will have three options:

- to confirm the dismissal of the officer - this should be communicated to the officer as soon as possible
- to reject the recommendation to dismiss the officer, ie no sanction - this should be communicated to the officer and communications prepared to ensure as far as possible there is no damage to their reputation
- Impose a lesser sanction or refer back to the IDC to determine the lesser sanction

Appeals Committee

Appeal Hearings against disciplinary sanctions short of dismissal imposed by the IDC will be heard by an Appeals Committee which will be politically balanced, include at least one cabinet member and will comprise of at most five elected members who were not members of the IDC.

Its purpose is to hear the officer's representation and review the case (the case and disciplinary sanctions applied by the IDC, the IP findings and the investigation report along with any other evidence relating to the case for example new information, executive objections (if relevant), outcome of any further investigation, etc.

They will also conduct any further investigations necessary to enable them to reach a decision.

The Panel may decide:

- to confirm the sanction given
- no sanction should be given - communications should be agreed with the officer to ensure as far as possible no damage to their reputation)
- a lesser sanction should be given

The decision of the Appeals Committee is final.



Classification	Item No.
Open	

Meeting/Dates:	Council – 22 nd March 2023
Title of report:	Pay Policy Statement 2023/24
Report by:	Cabinet Member for Corporate Affairs and HR
Decision Type:	Council
Ward(s) to which report relates	All

Executive Summary:

Section 38 (1) of the Localism Act 2011 requires English and Welsh local authorities to produce a Pay Policy Statement for each financial year since 2012/13.

The purpose of the Pay Policy Statement is to provide transparency in respect of the Council's approach to setting the pay of its employees (excluding teaching staff working in local authority schools) by identifying; the methods by which salaries of all employees are determined; the detail and level of remuneration of its most senior staff; and the agreed decision making arrangements for ensuring the provisions set out in this statement are applied consistently throughout the Council.

The Localism Act requires that pay policy statements and any amendments to them are considered by a meeting of full Council.

Recommendation(s)

Following consideration and agreement by Employment Panel, Council is asked to agree the proposed Pay Policy Statement for 2023/2024

Key considerations

1. Background:

- 1.1 Section 38 (1) of the Localism Act 2011 requires English and Welsh local authorities to produce a Pay Policy Statement for 2012/13 and for each subsequent financial year.
- 1.2 Guidance issued by the former Department for Communities and Local Government states that the purpose of the Pay Policy Statement is to address the Government's issues with "top end pay" and some of the recommendations set out in the "Hutton review of Fair Pay in the Public Sector Report".
- 1.3 The Act requires Councils to prepare Pay Policy Statements which detail their policy on a range of issues relating to the pay of its employees; in particular, its senior staff ("Chief Officers") and its lowest paid employees.
- 1.4 The provisions do not apply to local authority school employees and neither do they change any existing responsibilities or duties under relevant Employment Legislation. However, all employees are included within the pay ratio calculations.
- 1.5 The Pay Policy Statement must be approved by full Council and then be published on the Council's web-site. This is to ensure transparency, so that local tax payers can take an informed view of whether local decisions and all aspects of remuneration are fair.
- 1.6 Matters that must be included in the Pay Policy Statement are:
 - The local authority's policy on the level and elements of remuneration for each chief officer;
 - The local authority's policy on the remuneration of its lowest-paid employees (together with its definition of "lowest-paid employees" and its reasons for adopting that definition);
 - The local authority's policy on the relationship between the remuneration of its chief officers and other officers;
 - The local authority's policy on other specific aspects of chief officers' remuneration: remuneration on recruitment, increases and additions to remuneration, use of performance-related pay and bonuses, termination payments, and transparency.
- 1.7 The Act defines remuneration widely, to include not just pay but also charges, fees, allowances, benefits in kind, increases in/enhancements of pension entitlements, and termination payments.
- 1.8 The purpose of the statement is to provide transparency with regard to the Council's approach to setting the remuneration of its employees (excluding teaching staff working in local authority schools) by identifying;

- The methods by which salaries of all employees are determined;
- The detail and level of remuneration of its most senior staff i.e. 'Chief Officers', as defined by the relevant legislation;
- The Committee(s) responsible for ensuring the provisions set out in the Pay Policy Statement are applied consistently throughout the Council and recommending any amendments to the full Council.

2. Pay Structure:

- 2.1 As set out within the Pay Policy Statement the Council pays its staff in-line with nationally negotiated pay spines. The majority of staff (those paid up to circa. £57K) are paid in accordance with the National Joint Council (NJC) for Local Government Services pay scale. For these staff, the national pay award due to be applied from 1st April 2023 is not yet agreed. The proposed pay structure for 2023/24 appended (Appendix 1 of the document) will therefore be updated to reflect the pay awards for 2023/24 as and when it is agreed.
- 2.2 The Council has been formally accredited by the Real Living Wage Foundation as a Real Living Wage employer. The Real Living Wage rate as of 1 April 2022 was £9.90 and the Council's pay structure included a number of non-consolidated supplements paid at Spinal Column Points 1 to 5 to both apply the Real Living Wage rate of pay and maintain appropriate differentials to other pay points. Following agreement of the 2022/23 Pay Award, the lowest spinal column point rose to £10.50 well above the £9.90 and the non-consolidated supplements were removed. The Real Living Wage rose to £10.90 on 22nd September 2022 and the Council has until 14th May 2023 to implement this. To maintain its commitment to the Real Living Wage, non-consolidated supplements will be reintroduced with effect from 1st April 2023 and paid on spinal column points 2-4. Once the 2023/24 Pay Award is agreed and implemented the level of non-consolidated supplements will reduce so that, as a minimum, the overall level of hourly pay is retained.
- 2.3 For more senior staff, those paid in accordance with the Joint Negotiating Committee (JNC) for Chief Officers and Joint Negotiating Committee (JNC) for Chief Executives terms and conditions, the pay award for 2022/23 is reflected in the pay structure appended. The pay award for 2023/24 has not yet been agreed and will be applied as and when national agreement is reached.

3. Chief Officer Remuneration:

- 3.1 The Pay Policy Statement sets out the Council's arrangements for the remuneration of Chief Officers, including arrangements for agreeing the establishment of new posts. Appendix 2 of the documents includes details of those currently paid in accordance with JNC for Chief Officers Terms and Conditions and Appendix 3 sets out the Council's current structure of Chief Officers.

4. Pay Multiple:

- 4.1 The current pay levels (as at January 2023) within the Council define the multiple between:
- The median (the halfway point between the lowest and highest earner) full time equivalent (FTE) earnings for the whole of the workforce and the Chief Executive (top of pay spine) as 1:7.14. The difference in pay is lower than last years reported figure of 1:7.73.
 - The lowest paid earner full time equivalent (FTE) and the Chief Executive (top of pay spine) as 1:10.46. The difference in pay is lower than last years reported figure of 1:10:50.
- 4.2 The pay multiple has been calculated in accordance with the LGA Local Transparency Guidance. Data relates to the 1st January 2022 – 31st December 2022.

5. Gender Pay Gap:

- 5.1 The Council is required to take a 'snapshot of data' as at the 31 March 2022 and analyse this to calculate our gender pay gap. We are required to publish the data on the Council website (to remain for at least 3 years) and also on a government site, by 31st March 2023 at the latest.
- 5.2 The Council's Gender Pay Gap for 2021-2022 compared with 2020-2021 is shown below:

Women's Hourly Rate:

	Mean	Median
2020/21	3.71% Lower	2.02% Lower
2021/22	3.26% Lower	2.41% Lower

- 5.3 Figures from the Office of National Statistics taken from the annual survey of hours and earnings (ASHE) cites the gender pay gap to be 8.3% nationally and 9.2% in the Northwest. Although we have clearly made progress in having a pay gap 5% lower than the national average and 5.9% lower than the Northwest average, there is still more to be done to reduce the gap further.
- 5.4 This year, as part of our Equality and Inclusion agenda, we have included information on our disability and ethnicity pay gaps. Direct comparisons are not available as there is no requirement to publish this data:

Hourly rate of disabled employees

	Mean	Median
2020/21	4.53% Higher	13.27% Higher
2021/22	1.45% Higher	3.07% Higher

Hourly rate of non-white employees

	Mean	Median
2020/21	6.41% Lower	0.00%
2021/22	4.57% Lower	2.00% Higher

Community impact/links with Community Strategy

The provision of a fair and transparent pay structure supports the Council to attract and retain a skilled and competent workforce to deliver on the Authority's contribution to the Let's Do It Strategy.

Equality Impact and considerations:

Equality Analysis
<p>Equality analysis has been undertaken and no differential impact on protected groups identified as a result of the proposed Statement.</p> <p>This year has seen a further reduction in the Council's mean gender pay gap in support of the Council's commitment to gender and socio-economic inclusion. One of the reasons for this could be the ongoing impact of the Council's adoption of the Real Living Wage.</p> <p>Information on the Council's disability and ethnicity pay gaps are included for the first time this year. Results show a decrease from a retrospective calculation of last years figures in the mean pay gap for non white and disabled employees, with a significant reduction in the median pay gap for non white employees.</p>

Assessment of Risk:

The following risks apply to the decision:

Risk / opportunity	Mitigation
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Without an approved Pay Policy Statement the Council can not legitimately progress future employment decisions	Development and approval of this statement
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Consultation:

The statement has been shared with the recognised Trade Unions and their comments incorporated within the final proposed document.

Legal Implications:

Under section 38 of the Localism Act 2011, local authorities are required to publish a 'Pay Policy Statement' on an annual basis, focused on senior employees. Approval of the Statement must be made by Council, it cannot be delegated. The Act sets out that a Pay Policy Statement must include:

- A local authority's policy on the level and elements of remuneration for each chief officer
- A local authority's policy on the remuneration of its lowest-paid employees (together with its definition of "lowest-paid employees" and its reasons for adopting that definition)
- A local authority's policy on the relationship between the remuneration of its chief officers and other officers
- A local authority's policy on other specific aspects of chief officers' remuneration: remuneration on recruitment, increases and additions to remuneration, use of performance-related pay and bonuses, termination payments, and transparency.

This must then be published as soon as is reasonably practicable following approval.

The Council must comply with all relevant employment legislation. The Council is also bound by collective agreements and contractual arrangements which cannot be unilaterally altered. Relevant legislation includes the Employment Rights Act 1996, Equality Act 2010, Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000, the Transfer of Undertakings (Protection of Employment) Regulations 2006 (as amended), Agency Workers Regulations 2010, and the Children & Families Act 2014.

The Council has taken steps to ensure there is no discrimination within its pay structures and that all pay differentials can be objectively justified. Where relevant, legislative obligation will supersede the approach and principles outlined in this statement, for example where terms and conditions are preserved as a result of contracts of employment transferring under TUPE.

Financial Implications:

This report outlines the Council's Pay Policy as required by the Localism Act.

The report is a statement of fact. All pay costs are provided for and fully funded within the Council's approved budget.

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Background Papers

Report to the Employment Panel, 1st March 2023. – Pay Policy Statement 2023/24

Please include a glossary of terms, abbreviations and acronyms used.

Term	Meaning

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Pay Policy Statement

Pay Policy Statement 2023 – 2024

The purpose of the statement is to provide transparency in respect of the Council's approach to setting the pay of its employees (excluding teaching staff working in local authority schools) by identifying; the methods by which salaries of all employees are determined; the detail and level of remuneration of its most senior staff and the agreed decision-making arrangements for ensuring the provisions set out in this statement are applied consistently throughout the Council.

1.0 INTRODUCTION AND PURPOSE

- 1.1 In accordance with section 112 of the Local Government Act 1972, the Council has the “power to appoint officers on such reasonable terms and conditions as the authority thinks fit”. This Pay Policy Statement sets out the Council’s approach to pay in accordance with the requirements of Section 38 of the Localism Act 2011.
- 1.2 The purpose of the statement is to provide transparency with regard to the Council’s approach to setting the pay of its employees (excluding teaching staff working in local authority schools) by identifying:
- The methods by which salaries of all employees are determined;
 - The detail and level of remuneration of its most senior staff i.e. ‘Chief Officers’, as defined by the relevant legislation;
 - The constitutional arrangements in place for ensuring the provisions set out in this statement are applied consistently throughout the Council and recommending any amendments to the full Council.
- 1.3 This policy statement will be subject to review on an annual basis.
- 1.4 The previous Pay Policy Statement (2022-23) was agreed at full Council on the 16th March 2022.

2.0 CONTEXT: LEGISLATION RELEVANT TO PAY AND REMUNERATION

- 2.1 In determining the pay and remuneration of all of its employees, the Council will comply with all relevant employment legislation. This includes legislation such as the Equality Act 2010, Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000, and, where relevant, the Transfer of Undertakings (Protection of Earnings) Regulations.
- 2.2 In May 2022 the government published new Statutory Guidance on the Making and Disclosure of Special Severance Payments by Local Authorities in England. This year’s Pay Policy Statement has been updated to reflect the requirements of this guidance.
- 2.3 The Council will ensure there is no pay discrimination within its pay structures and that all pay differentials can be objectively justified through the use of job evaluation mechanisms, which directly establish the relative levels of posts in grades according to the requirements, demands and responsibilities of the role.

3.0 PAY STRUCTURE

- 3.1 The Council uses the nationally negotiated pay spine(s) (i.e. a defined list of salary points) as the basis for its main local pay structure. These pay spines are used to determine the salaries of the large majority of the Council’s non-teaching workforce. Rates of pay are subject to an annual pay award applied from the 1st April. The pay award due to be applied from 1st April 2023 is not yet agreed. Subject to approval of this Statement, the pay structure for

2023/24 is attached at Appendix 1. This will be updated to reflect the relevant national pay award for 2023/24 as and when it is agreed.

- 3.2 The Council has been formally accredited by the Real Living Wage Foundation as a Real Living Wage employer. The Real Living Wage rate as of 1 April 2022 was £9.90 and the Council's pay structure included a number of non-consolidated supplements paid at Spinal Column Points 1 to 5 to both apply the Real Living Wage rate of pay and maintain appropriate differentials to other pay points. Following agreement of the 2022/23 Pay Award, the lowest spinal column point rose to £10.50 well above the £9.90 and the non-consolidated supplements were removed. The Real Living Wage rose to £10.90 on 22nd September 2022 and the Council has until 14th May 2023 to implement this. To maintain its commitment to the Real Living Wage, non-consolidated supplements will be reintroduced with effect from 1st April 2023 and paid on spinal column points 2-4. Once the 2023/24 Pay Award is agreed and implemented the level of non-consolidated supplements will reduce so that, as a minimum, the overall level of hourly pay is retained.
- 3.3 The pay and terms and conditions of employment of the Council's workforce are largely determined by the following negotiating bodies in accordance with the agreed collective bargaining machinery:
- National Joint Council (NJC) for Local Government Services;
 - The Soulbury Committee, (*educational advisers/inspectors, other school improvement professionals, educational psychologists*)
 - Joint Negotiating Committee (JNC) for Local Authority Craft and Associated Employees;
 - Joint Negotiating Committee for Youth and Community Workers;
 - Joint Negotiating Committee (JNC) for Chief Officers
 - Joint Negotiating Committee (JNC) for Chief Executives
- 3.4 The Council adopts the national pay bargaining arrangements in respect of the establishment and revision of the national pay spines.
- 3.5 The pay of those employees whose terms and conditions fall within the purview of the Joint Negotiating Committee for Chief Executive's and the Joint Negotiating Committee for Chief Officers are also determined by reference to Joint Secretarial advice issued by the JNC for Chief Officers of Local Authorities in 2002. The Joint Secretarial advice recommended the establishment of local salary structures as a result of a move from benchmark to median salaries, identified through the annual salary and numbers survey conducted by the Local Government Employers' Organisation.
- 3.6 All other pay related allowances are the subject of either nationally or locally negotiated rates.
- 3.7 The Council is committed to the principles of equal pay for all its employees, and to ensuring that there is consistency and fairness in the approach to starting salaries and has guidance for managers in this area. All new appointments (whether new recruits to the Council or an internal candidate) will ordinarily

commence at the minimum spinal column point (SCP) of the relevant grade. Appointments will not be made higher up the grade in order to preserve salary, although pay protection arrangements are available in relevant situations.

- 3.8 In exceptional circumstances and following the completion and documentation by the senior recruiting manager of an equal pay risk assessment comparing the skills, qualifications and experience of the appointee, other generic post holders and the rest of the team, an appointment may be made with a starting salary higher than the minimum point. In these exceptional circumstances where the appointment salary is above the minimum point of the pay scale and is not affected by other council policies, for example redeployment or flexible retirement, this is approved by the Executive Director and Director of People and Inclusion.
- 3.9 From time to time it may be necessary to take account of the external pay levels in the labour market in order to attract and retain employees with particular experience, skills and capacity. Where necessary, the Council will ensure the requirement for such is objectively justified by reference to clear and transparent evidence of relevant market comparators, using data sources available from within the local government sector and outside, as appropriate. Any temporary supplement to the salary scale for the grade is approved in accordance with the Council's Market Supplement Policy.
- 3.10 The Council has a number of salary sacrifice schemes in place. These include the cycle to work scheme, the AVC scheme and the car lease scheme. These schemes and their operation are regulated by Her Majesty's Customs and Excise and there are strict rules around the management of the schemes. The schemes permit employees to "sacrifice" part of their salary in exchange for a benefit; this means that Tax and National Insurance are not paid on the amount sacrificed effectively reducing the cost of the benefit to the employee. These schemes are open to all employees at the Council with the proviso that their salary exceeds the National Minimum Wage after the deduction. In addition to these schemes the Council has a number of other employee benefits.

4.0 CHIEF OFFICER REMUNERATION

- 4.1 For the purposes of this statement, chief officers are as defined within the Localism Act; i.e.
- i. The head of the paid service designated under section 4(1) of the [Local Government and Housing Act 1989](#);
 - ii. The monitoring officer designated under section 5(1) of that Act;
 - iii. A statutory chief officer mentioned in section 2(6) of that Act;
 - iv. A non-statutory chief officer mentioned in section 2(7) of that Act;
 - v. A deputy chief officer mentioned in section 2(8) of that Act.
- 4.2 The Council's pay structure in relation to these posts is appended below and details of the Council's current Chief Officer Structure and pay rates are [published on the Council's website](#). Rates of pay are subject to an annual pay award applied from the 1st April (The pay scales appended take into account the

pay award for 2022-23 but not the award for 2023-24, which has not yet been agreed).

- 4.3 When establishing or reviewing the senior management salary structure the Council uses an analytical job evaluation scheme to determine grades. The broad advice issued by the Joint Negotiating Committees for Chief Executives and Chief Officers, on the establishment of a local salary structure based on median salary levels as identified through the annual salary survey is taken into account. This advice states that when deciding at what level these posts should be remunerated the following factors are to be considered:
- a. The Authority's policy in respect of the pay of its JNC officers and any relationship to the median salary levels for similar Authorities;
 - b. The chief executive's salary;
 - c. The relationship of current salary to the appropriate illustrative national median salary (salaries may be above, around, or below the median);
 - d. Any special market considerations;
 - e. Any substantial local factors not common to authorities of similar type and size, e.g. London weighting;
 - f. Comparative information to be supplied on request by the Joint Secretaries on salaries in other similar authorities;
 - g. Top management structures and the size of the management team compared to those of other authorities of similar type and size, and;
 - h. The relative job size of each post, as objectively assessed through job evaluation or otherwise.
- 4.4 Changes to the establishment are approved by the Cabinet Member for HR and Corporate Affairs. The establishment of Chief Officer and Deputy Chief Officer posts are subject to approval by the Employment Panel.
- 4.5 The establishment of posts with salary levels at £100K or greater are ultimately subject to approval by full Council in accordance with the Localism Act (2011). This requirement only applies to new positions established and not to the filling of existing roles on the Council's establishment.
- 4.6 Where the Council is unable to recruit chief officers, or there is a need for interim support to provide cover for a substantive chief officer post, the Council will, where necessary, consider engaging individuals under a 'contract for service'. These will be sourced through a relevant procurement process ensuring the council is able to demonstrate the maximum value for money. In assessing such, it should be noted that in respect of such engagements the Council is not required to make either pension or national insurance contributions for such individuals who fall outside of the IR35 Regulations and might be considered as self employed by the HMRC.

5.0 RECRUITMENT OF CHIEF OFFICERS

- 5.1 The Council's policy and procedures with regard to recruitment of Chief Officers are set out as Guidance for the Recruitment of Chief Officers, which is within the overall framework of the existing recruitment and selection policy.
- 5.2 Accordingly the recruitment of Chief Officers is delegated to the Employment Panel whose functions include:
- The shortlisting and appointment of Chief Officers and Deputy Chief Officers (as defined by the Local Government and Housing Act 1989). The confirmation of appointment of all Chief Officers (with the exception of the Chief Executive/Head of Paid Service) is carried out in accordance with the [Council Constitution](#) – Officer Employment Procedure Rules and [The Local Authorities \(Standing Order\) \(England\) Regulations 2001](#).
 - The shortlisting and appointment of the Chief Executive / Head of Paid Service is carried out in accordance with the [Council Constitution](#) for submission to the Council.
- 5.3 When recruiting to all posts the Council will take full and proper account of all provisions of relevant employment law and its own Equality, Recruitment and Selection and Redeployment Policies.
- 5.4 The determination of the remuneration to be offered to any newly appointed chief officer will be in accordance with the pay structure and relevant policies in place at the time of recruitment.

6.0 ADDITIONS TO SALARY OF CHIEF OFFICERS

- 6.1 The level of chief officer remuneration is not variable dependent upon the achievement of defined targets.
- 6.2 To meet specific operational requirements it may be necessary for an individual to temporarily take on additional duties to their identified role. The Council's arrangements for authorising any additional remuneration [e.g. honoraria, ex gratia, 'acting up' payments] relating to temporary additional duties are set out in the [Council's Constitution](#) and supplementary conditions of service.
- 6.3 The Chief Executive (Head of Paid Service), also carries out the duties of the Returning Officer in accordance with the Representation of The People Act 1983. The duties of the Returning Officer are separate from the duties undertaken as a local government officer; the office of Returning Officer is totally distinct from the office of Chief Executive and Head of Paid Service.
- 6.3.1 Payments due to the post holder in respect of the conduct of local municipal elections are consolidated within the salary.
- 6.3.2 Payments in respect of the conduct of National Government Elections, European Elections and any National Referenda are paid in addition to salary. These payments are pensionable and subject to deductions for tax and National Insurance.

- 6.4 Set out in the table below are details of other elements of 'additional pay' currently payable to Chief Officers (as defined by the Local Government and Housing Act 1989) which are chargeable to UK Income Tax and do not solely constitute reimbursement of expenses incurred in the fulfillment of their duties;

Payment details	Paid to
Fees paid for returning officer duties where identified and paid separately (see 6.3.2)	Chief Executive
Salary supplements payable for fulfilling statutory officer duties (e.g. S151 / Monitoring Officer) where identified and paid separately	None payable
Salary supplements payable for statutory duties carried out by The Director of Public Health where identified and paid separately	None payable
Market forces supplements in addition to basic salary where identified and paid separately	Non payable
Priority Car User Allowance Lump Sums	None payable
Salary supplements or additional payments for undertaking additional responsibilities e.g. shared service provision with another local authority or in respect of joint bodies, where identified and paid separately	None payable
Any arrangements for payment of untaken annual leave falling outside the requirements of relevant legislation	None payable

7.0 PENSION CONTRIBUTIONS

- 7.1 Where employees have exercised their statutory right to become members of the Local Government Pension Scheme, the Council is required to make a contribution to the scheme representing a percentage of the pensionable remuneration due under the contract of employment of that employee.
- 7.2 The Employer's rate of contribution is set by Actuaries advising the Greater Manchester Pension Fund and reviewed on a triennial basis in order to ensure the scheme is appropriately funded. The triennial valuation covers the period 1 April 2023 to 31 March 2026 following which the rate will be set for a further 3 years. The employer's contribution rate from 1st April 2023 is 18.30%.
- 7.3 Pension contributions are based on actual [pensionable pay and](#) there are 9 different contribution banding rates between 2.75% and 6.25%. The bandings as at 1st April 2023 are:

Contribution Pay Bands 2023/2024

Pensionable Pay for an Employment	Main section Gross Contribution	50/50 section Gross Contribution
£0 - £16,500	5.5%	2.75%
£16,501 - £25,900	5.8%	2.90%
£25,901 - £42,100	6.5%	3.25%
£42,101 - £53,300	6.8%	3.40%
£53,301 - £74,700	8.5%	4.25%
£74,701 - £105,900	9.9%	4.95%
£105,901 - £124,800	10.5%	5.25%
£124,801 - £187,200	11.4%	5.70%
£187,201 or more	12.5%	6.25%

8.0 PAYMENTS ON TERMINATION

- 8.1 The Council's approach to statutory and discretionary payments on termination of employment of chief officers, prior to reaching normal retirement age, is in accordance with [The Local Government Pension Scheme Regulations 2013](#), Regulations 5 and 6 of the [Local Government \(Early Termination of Employment\) \(Discretionary Compensation\) Regulations 2006](#) and the [Statutory Guidance on the making and disclosure of Special Severance Payments \(SSP's\) by Local Authorities in England](#), published on 12th May 2022.
- 8.2 Any payments made will be in accordance with relevant employment legislation and the criteria set by the appropriate pension scheme (normally the Local Government Pension Scheme). Decisions will be made in line with the arrangements set out in the Council constitution.
- 8.3 Following the introduction of the Statutory Guidance on the making and disclosure of Special Severance Payments (SSP's) by Local Authorities in England, a new section around Special Severance Payments (SSP's) has been added to the Officer Employment Procedure Rules outlining the revised arrangements for the approval of SSP's:
- 8.3.1 Any payments made in relation to the termination of employment which are in excess of £100k continue to require approval by full Council.
- 8.3.2 All payments of £20k and over in value, upto £100k, require approval from the Monitoring Officer, Section 151 Officer, Chief Executive and Leader, in Consultation with the Chair of Overview and Scrutiny.
- 8.3.3 Any payments under £20k can be approved by the Monitoring Officer.

8.3.4 Where the proposed payment is to the Head of Paid Service, to avoid a conflict of interest, the Employment Panel will oversee this and will appoint an independent panel comprising of 3 independent people (or at least 2) to approve the payment to the Chief Executive. The Independent Panel will make recommendations to the Employment Panel and the decision will then go to Council for approval.

8.4 All payments will only be agreed in accordance with the [Statutory Guidance on the making and disclosure of Special Severance Payments \(SSP's\) by Local Authorities in England](#).

9.0 LOWEST PAID EMPLOYEES

9.1 The lowest paid persons employed under a contract of employment with the Council are employed on full time [37 hours per week] equivalent salaries in accordance with the minimum spinal column point currently in use within the Council's grading structure.

9.2 The National Living Wage for people 23 and over is currently £9.50 per hour and will rise to £10.42 per hour with effect from 1st April 2023. The Real Living Wage rose to £10.90 per hour in September 2022 and the Council's Real Living Wage supplements will be reintroduced to reflect this from 1st April 2023 making our lowest pay rate with effect from 1st April 2023, including this supplement for the Real Living Wage £10.90 (£21,029).

9.3 The relationship between the rate of pay for the lowest paid and chief officers is determined by the processes used for determining pay and grading structures as set out earlier in this policy statement.

10.0 PAY MULTIPLE

10.1 The current pay levels (as at January 2023) within the Council define the multiple between:

- The median (the halfway point between the lowest and highest earner) full time equivalent (FTE) earnings for the whole of the workforce and the Chief Executive (top of pay spine) as 1:7.14. The difference in pay is lower than last years reported figure of 1:7.73.
- The lowest paid earner full time equivalent (FTE) and the Chief Executive (top of pay spine) as 1:10.46. The difference in pay is lower than last years reported figure of 1:10:50.

10.2 The pay multiple has been calculated in accordance with the LGA Local Transparency Guidance. Data relates to the 1st January 2022 – 31st December 2022.

10.3 As part of its overall and ongoing monitoring of alignment with external pay markets, both within and outside the sector, the Council will use available benchmark information as appropriate. In addition, upon the annual review of this statement, the Council will also monitor any changes in the relevant 'pay multiple' and benchmark against other comparable local Authorities.

11.0 GENDER PAY GAP

11.1 The Council is required to take a 'snapshot of data' as at the 31 March 2022 and analyse this to calculate our gender pay gap. We are required to publish the data on the Council website (to remain for at least 3 years) and also on a government site, by 31st March 2023 at the latest. The Gender Pay Gap is published annually.

11.2 The gender pay gap reporting measures are:

- Mean gender pay gap - The difference between the mean (average) hourly rate of pay of male full-pay relevant employees and that of female full-pay relevant employees
- Median gender pay gap - The difference between the median (mid-point) hourly rate of pay of male full-pay relevant employees and that of female full-pay relevant employees
- Mean bonus gap - The difference between the mean bonus pay paid to male relevant employees and that paid to female relevant employees
- Median bonus gap - The difference between the median bonus pay paid to male relevant employees and that paid to female relevant employees
- Bonus proportions - The proportions of male and female relevant employees who were paid bonus pay during the relevant period
- Quartile pay bands - The proportions of male and female full-pay relevant employees in the lower, lower middle, upper middle and upper quartile pay bands

11.3 The Council's Gender Pay Gap for 2021-2022 compared with 2020-2021 is shown below:

Women's Hourly Rate:

	Mean	Median
2020/21	3.71% Lower	2.02% Lower
2021/22	3.26% Lower	2.41% Lower

11.4 Bury Council does not pay any bonuses.

11.5 Quartile Pay Bands:

The following information shows the percentage of male employees and female in each quarter of the payroll for 2020-2021 and 2021-2022:

	2020-2021		2021-2022	
	% Of Men	% Of Women	% Of Men	% Of Women
Top	31.36%	68.64%	30.98%	69.02%
Upper Middle	31.30%	68.70%	34.36%	65.64%
Lower Middle	42.47%	57.53%	37.80%	62.20%
Lower	17.60%	82.40%	17.35%	82.65%

11.5 Comparison summary:

- 11.5.1 The Council has reduced its **mean gender pay gap** year-on-year over the last six years, by a total of by 5.5%.
- 11.5.2 The Council has seen a reduction in the **median pay gap** by 5.3% over the last 6 years. (There was a slight increase in the median pay gap in 2019/20 compared to the previous year and also this year compared to last).
- 11.5.3 National comparisons of the gender pay gap (Office of National Statistics) show Bury to be performing significantly better than regional and national comparators:

Region	% Gender Pay Gap
National	8.3
North West	9.2
Bury	3.3

12.0 DISABILITY AND RACE PAY GAPS

12.1 The Council is not legally required to analyse and publish details relating to disability or race pay gaps as is the case for gender. However, as part of our commitment to inclusion and transparency analysis has taken place this year with details included below.

12.2 Using the same 'snapshot of data' as at the 31 March 2022 and method of calculation used for the gender pay gap, we have completed an analysis of the data and used it to calculate our pay gaps for disability and race.

12.3 Our **disability pay gap** (hourly rate of disabled staff compared to non-disabled staff) for 2021-2022 compared with 2020-2021 is:

Hourly rate of disabled employees:

	Mean	Median
2020/21	4.53% Higher	13.27% Higher
2021/22	1.45% Higher	3.07% Higher

12.4 Our race pay gap (hourly rate of non-white staff compared to white staff) for 2021-2022 compared with 2020-2021 is:

Hourly rate of non-white staff:

	Mean	Median
2020/21	6.41% Lower	0.00%
2021/22	4.57% Lower	2.00% Higher

12.5 Comparison summary

- 12.5.1 The above information shows the Council has a positive disability pay gap (i.e. disabled employees are, on average paid more). This gap has narrowed in the past year.
- 12.5.2 There has also been a reduction in the mean ethnicity pay gap this year, although the median gap has increased.
- 12.5.2 The high levels of unknown data for ethnicity and disability will have an effect on the accuracy of the above information and should be kept in mind.

- 12.6 National comparisons of the mean disability and ethnicity pay gaps (Office of National Statistics) shows Bury to be in a significantly more positive position than regional and national comparators for disability. Whilst the gap in relation to ethnicity is better than the regional average it is significantly greater than the nationally reported gap.

Region	% Disability Pay Gap	% Ethnicity Pay Gap
National	13.8	2.3
North West	13.4	5.4
Bury	+1.45	4.57

13.0 PROGRESS TO DATE AND FUTURE ACTIONS

- 13.1 Over the past 12 months The Council has implemented several changes and initiatives that support all staff across characteristics and promote diversity and development within the workforce which, in turn, will support us in reducing our pay gaps. This work includes:

- Further development of the Live Better Feel Better campaign, as part of an agreed package of cost-of-living support and an anti-poverty strategy for Bury. The Council is providing help to support the financial wellbeing of employees including financial planning and advice, urgent financial help, emotional and physical wellbeing support.
- Introduced an apprenticeship strategy that sees apprentices recruited on a permanent contract with a clear career pathway. The apprenticeship strategy also extended the real living wage to include apprentices, this included uplifting all the apprentices on the old apprenticeship pay scale.
- The recruitment to a new post of Equality, Diversity and Inclusion Manager and an Inclusive Public Services Project Manager, and the development of a Cross Organisation Mutual Mentoring programme that has a focus on race and disability. The programme brings people with lived experiences together with senior leaders/managers, for there to be an exchange of knowledge which could lead to career progression of the public service workforce within these protected characteristics and address the underrepresentation at more senior levels.
- Introduced a leadership development offer that reflects our commitment to supporting staff development and progression. The offer includes a core management development programme for all managers and added a bespoke aspiring manager programme to our leadership and management

apprenticeships. As part of the aspiring manager apprenticeship, we are particularly keen to support applications from underrepresented groups especially from those from communities facing racial inequality.

- Agreement to a new Recruitment and Selection policy which has an increased emphasis on inclusion within the recruitment process, including support for a wider approach to inclusive advertising and selection methods.

13.2 We are committed to continuing to introduce measures to reduce our pay gap further over the next 12 months and will be continuing to build on the work noted above as well as progressing a number of further activities:

- As part of the pay award, increasing the pay of our lowest paid staff so that our minimum pay point is Grade 3 from April 2023.
- Work to streamline our recruitment processes and improve the way we promote vacancies in Bury, and remove potential barriers to employment for example through CV applications and working interviews.
- Development and implementation of projects that recognises and supports rising stars from communities facing racial inequality and disabled employees, with the aim of increasing the representation of these groups at senior level.
- Robust workforce planning that identifies areas of growth and develop targeted and demand lead approach to upskilling staff and creating defined career pathways.
- Strengthen our approach to reasonable adjustments with the introduction of a new let's work well passport.

14.0 ACCOUNTABILITY AND DECISION MAKING

14.1 In accordance with the Constitution of the Council, the Employment Panel is responsible for being a consultee on all terms and conditions including policies, and for the recruitment selection and appointment of Chief Officers; (see Section 5.0 above).

15.0 RE-EMPLOYMENT / RE-ENGAGEMENT OF FORMER CHIEF OFFICERS

15.1 The Council's policy with regard to the re-employment/re-engagement of former employees (including Chief Officers) was approved by the Executive Committee on 20th October 1999.

15.2 As a general principle the Council is opposed to re-employing retired employees. However in exceptional circumstances, where it is considered necessary to re-employ or re-engage a former employee who is in receipt of a pension from the Local Government Pension Scheme:

- (a) There should be clear evidence that the work cannot be undertaken by someone else, either internal, external or through agency staff;

(b) If the individual is engaged under the terms of a contract for services and claims to be self-employed or a consultant the Executive Director of Finance must be satisfied that they meet the criteria laid down by HMRC;

(c) A former employee should not be re-engaged unless agreement has been given by the Cabinet Member for HR and Corporate Affairs.

15.3 The proposal to require high earners to repay exit payments if they return to the public sector has previously been consulted on but there has been no further indication of if and when this proposal will be implemented.

16.0 PUBLICATION

This statement will be published on the Council's Website under our Local Government Transparency Section.

Appendix 1 – NJC Pay Scale

The salary scales below reflect the pay rates with effect from 1 April 2022 and the additional non-consolidated supplements to be applied from 1 April 2023. The pay scale will be revised to reflect the 2023/24 NJC Pay Award once agreed

SCP	Grade	Annual Salary 010422	Hourly rate 010422	RLW Supplement wef 010423	*Revised Rate Inclusive of Real Living Wage Supplement wef 010423	
					Value	Hourly Rate
NOT IN USE	Grade 1/2					
2*	Grade 3	£20,441	£10.60	£0.30	£21,029	£10.90
3*	Grade 4	£20,812	£10.79	£0.21	£21,222	£11.00
4*	Grade 5	£21,189	£10.98	£0.12	£21,415	£11.10
5*		£21,575	£11.18			
6	Grade 6	£21,968	£11.39			
7	Grade 7	£22,369	£11.59			
8		£22,777	£11.81			
9		£23,194	£12.02			
NOT IN USE						
11		£24,054	£12.47			
12	Grade 8	£24,496	£12.70			
NOT IN USE						
14		£25,409	£13.17			
15		£25,878	£13.41			
NOT IN USE						
17		£26,845	£13.91			
18	Grade 9	£27,344	£14.17			
19		£27,852	£14.44			
20		£28,371	£14.71			
NOT IN USE						
22		£29,439	£15.26			
23		£30,151	£15.63			
24	Grade 10	£31,099	£16.12			
25		£32,020	£16.60			
26		£32,909	£17.06			
27		£33,820	£17.53			
28	Grade 11	£34,723	£18.00			
29		£35,411	£18.35			
30		£36,298	£18.81			
31	Grade 12	£37,261	£19.31			
32		£38,296	£19.85			
33		£39,493	£20.47			
34	Grade 13	£40,478	£20.98			
35		£41,496	£21.51			
36		£42,503	£22.03			
37	Grade 14	£43,516	£22.56			
38		£44,539	£23.09			

SCP	Grade	Annual Salary 010422	Hourly rate 010422	RLW Supplement wef 010423	*Revised Rate Inclusive of Real Living Wage Supplement wef 010423	
					Value	Hourly Rate
39	Grade 15	£45,495	£23.58			
40		£46,549	£24.13			
41	Grade 16	£47,573	£24.66			
42		£48,587	£25.18			
43	Grade 17	£49,590	£25.70			
44		£50,600	£26.23			
45	SM1	£51,621	£26.76			
46		£52,665	£27.30			
47		£53,587	£27.78			
48	SM2	£54,586	£28.29			
49		£55,588	£28.81			
50		£57,557	£29.83			

Appendix 2 – Chief Officer Pay Scales

The salary scales below reflect the pay rates with effect from 1 April 2022. The pay scale will be revised to reflect the 2023/24 NJC Pay Award once agreed

	SCP	Salary 010421	Salary 010422
Chief Executive	861	189,883	191,808
	860	186,326	188,251
	859	182,770	184,695
Deputy Chief Executive	854	151,087	153,012
	853	147,987	149,912
	852	144,901	146,826
	851	140,698	142,623
	850	138,388	140,313
Band H	846	132,439	134,364
	845	129,052	130,977
	844	126,406	128,331
	843	123,356	125,281
	842	121,145	123,070
Band G	840	117,495	119,420
	839	115,193	117,118
	838	112,881	114,806
	837	110,576	112,501
	836	108,270	110,195
Band F	835	106,902	108,827
	834	104,708	106,633
	833	102,550	104,475
	832	100,435	102,360
	831	98,333	100,258
Band E	830	96,235	98,160
	829	94,127	96,052
	828	92,093	94,018
	827	90,058	91,983
	826	88,029	89,954
Band D	825	85,990	87,915
	824	83,958	85,883
	823	82,100	84,025
	822	80,599	82,524
	821	79,104	81,029

Band C	820	77,623	79,548
	819	76,121	78,046
	818	74,632	76,557
	817	73,141	75,066
	816	71,659	73,584
Band B	815	70,171	72,096
	814	68,670	70,595
	813	67,278	69,203
	812	65,868	67,793
	811	64,465	66,390
Band A	810	63,063	64,988
	809	61,661	63,586
	808	60,273	62,198
	807	58,866	60,791
	806	57,460	59,385



Classification	Item No.
Open	

Meeting:	Cabinet
Meeting date:	15 th March 2023
Title of report:	Restructure of the Finance Department – Approval of redundancy cost
Report by:	Cllr. Richard Gold, Cabinet Member for Finance & Communities Cllr. Tahir Rafiq, Cabinet Member for HR & Corporate Affairs
Decision Type:	Council
Ward(s) to which report relates	None

Executive Summary:

In March 2022 Cabinet approved proposals for the restructure of the Council's Finance Department subject to a 90 day consultation period with staff. The restructure aimed to create and develop a high performing team which supports all budget holders and activities within the Council to ensure financial discipline, grip and control. This was a complex restructure involving circa. 150 employees with the aim of delivering a new, fit-for-purpose structure within the existing budget envelope.

Following consultation, the final restructure proposals were agreed and work to populate and implement the new arrangements has been ongoing for a number of months now with the new operating model becoming operational, on a phased basis, from January of this year.

The initial consultation report agreed by Cabinet noted a maximum redundancy impact from the proposals of 9 FTE. Following consultation and the recruitment and selection process for the new structure this eventual redundancy risk has been reduced to 4 FTE. One individual has already left the Council by means of redundancy and two others are currently being supported through the redeployment process. - This report deals with the fourth of these individuals for whom redundancy costs (including the capital costs associated with the early release of pension benefits) total more than £100k.

In accordance with the requirements of the section 38 of the Localism Act 2011 and associated statutory guidance as well as the Council's Pay Policy Statement, the approval of redundancy costs of £100k or greater is a matter for Council.

This report request that cabinet supports payment of the redundancy costs associated with the post of Service Development Manager, within the Revenues and Benefits Service and commends this proposal for Council for their agreement. This individual is legally redundant. Subject to Council approval they will be supported to identify an alternative role via the Council's redeployment process. Should they do so the redundancy will not proceed and no payment will be made.

It should be noted that this individual's redundancy is not a matter of choice, but rather is the outcome of the application of the Council's agreed restructure process and compliant with the provisions of Employment Law.

Under the terms of the Local Government Pension Scheme, pension scheme members who are made redundant after the age of 55 are entitled to access their full pension without any actuarial reduction, the cost of which falls to the council together with any associated redundancy lump sum payment. This individual is in this position and the associated redundancy costs include:

- £23,916.76 which will be met from the Finance Department's budget
- £112,049.75 in capital costs associated with the early release of pension benefits which will be funded via the Council's annual fund for such payments held centrally with the Greater Manchester Pension Fund.

Recommendation(s)

That Cabinet commends approval of the costs associated with the proposed redundancy of the post of Service Development Manager, Revenues and Benefits to Council for approval.

Community impact/links with Community Strategy

The new finance service will develop internal behaviours and service capabilities to support services to deliver the LET'S do it! Strategy and Plan. This proposal supports work to implement this new service model.

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.

Equality Analysis	The redundancy process will be applied in accordance with Council Policy and the provisions of employment law, which have been subject to full equality impact assessment.
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Assessment of Risk:

The following risks apply to the decision:

Risk / opportunity	Mitigation
<p>Council does not approve the proposed redundancy:</p> <ul style="list-style-type: none">• The staff member could resign and claim constructive dismissal for breach of trust and confidence on the ground that they had been deprived of a redundancy payment and the associated pension contributions.• A role would need to be identified for the individual outside of the agreed structure at additional cost to the Council.	Approval of the proposals as set out.

Consultation:

The restructure proposals were subject to 90 days consultation with affected staff in accordance with the council's restructure procedure.

Legal Implications:

The Supplementary Guidance (Openness and Accountability in Local Pay) supplements the existing pay accountability guidance published in February 2012 which requires Local authorities to present details of any severance package paid to an officer where the value of the package exceeds £100,000. In accordance with the Council constitution approval of the severance package is subject to agreement by Council.

Financial Implications:

All actions to minimise redundancies as part of the finance restructure have been undertaken. Unfortunately, a small number of redundancies could not be avoided. This is

the only redundancy whose costs are sufficient to reach the reporting and authorisation threshold to Cabinet. The costs of the redundancy will be met from the service budget with the capital costs of the pension being met from the centrally held fund.

Report Author and Contact Details:

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Sam McVaigh
Director of People & Inclusion
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Classification	Item No.
Open / Closed	

Meeting:	Licensing and Safety Committee Full Council
Meeting date:	16 March 2023 – Licensing and Safety Committee 22 March 2023 – Full Council
Title of report:	Amendments to the Greater Manchester Minimum Licensing Standards for the Hackney Carriage and Private Hire Trade
Report by:	Executive Director (Operations)
Decision Type:	Council
Ward(s) to which report relates	All

Executive Summary:

This report proposes:

- Amendment to the implementation date for the hackney carriage and private hire transitional arrangements in relation to age and emissions standards for existing Bury licensed vehicles.
- Amendment of the implementation date for the written-off vehicle to 1 April 2026 for existing licensed vehicles.
- The removal of the minimum age requirement for new vehicles coming onto fleet for hackney carriages and private hire vehicles.

The existing standards were proposed as part of the Greater Manchester Minimum Licensing Standards project and adopted by Council on the 24 November 2021.

The proposed recommendations in the report acknowledge concerns raised by the taxi trade and the amendments take account of the current economic climate, cost of living crisis and the delayed opening of the Clean Taxi Fund.

Recommendation(s)

It is recommended that the Licensing and Safety Committee considers and adopts the following amendments to the Minimum Licensing Standards and recommends to Full Council that the amendments are approved:

For existing vehicle licence proprietors:

- that the transitional arrangements in relation to age and emissions standards are extended from 1 April 2024 to 1 April 2026 - This will assist hackney carriage and private hire vehicle owners to transition to the new requirements, whilst allowing them the ability to take advantage of the funding support package (Clean Air funding) once it is available. In order to achieve this compliance date, the amended policy will state that from 1 April 2025 a vehicle licence will not be renewed if the vehicle does not meet the above standards.
- the implementation date for the written-off vehicle standards is extended to 1 April 2026. The amendment of to the written off policy is to permit vehicle licence holders who are currently licensed in Bury with a previously written off vehicle prior to the implementation of the Stage 2 of Common Minimum Standards in November 2021 to continue to be able to licence the vehicle until the 1 April 2026. In order to achieve compliance, the amended policy will state that from 1 April 2025 a vehicle licence will not be renewed if the vehicle has been previously written off. There will be no change to Council Policy relating to new vehicle licence applications in relation to this standard.

For new applications for vehicle licences

- the minimum age requirement for new vehicles coming onto fleet is removed for hackney carriages and private hire vehicles - the current policy in relation to hackney carriage and private hire vehicles has a coming on age (new to fleet) as follows:-
 - PHV – under 5 years on to fleet and 10 years off
 - PHV WAV – under 7 years on to fleet and 15 years off
 - Purpose built HVC – under 7 on to fleet and 15 years off

Key Considerations

The primary driver for the implementation of Minimum Licensing Standards (MLS) was to ensure public safety and protection, and to improve vehicle emission standards and support the Clean Air agenda. In addition, by establishing standards around common vehicle specifications, MLS is an important mechanism that permits the systematic improvements to taxi and private hire service across Greater Manchester (GM) and their visibility.

The emissions and age compliance date as initially proposed was 1 April 2024 for all existing fleets across GM. This date was proposed on the basis that the Clean Taxi Fund was due to open early 2022, and that the clean air legal directive at the time was for compliance by 2024.

The Government have also issued a new clean air directive which required compliance by no later than 2026. As the funding support package has not yet been agreed and is not likely to be available until Summer 2023 at the earliest, this will adversely affect many vehicle licence holders with non-compliant vehicles who will be unable to replace their vehicles before their licence is due for renewal.

If the date for compliance with emissions standards is extended to 2026, older, more polluting vehicles will be on the fleet for longer. However, those with older vehicles will be able to take advantage of the funding support package once it becomes available to help transition to compliant vehicles. The risk therefore should reduce as more vehicles transition to compliant vehicles between 2023 and 2025.

Without a change to the compliance date for these standards in Bury, a proportion of the fleet will be unable to renew their vehicles licences after April 2023.

Consequently, this will detrimentally affect the livelihood of many drivers, as well as the availability of licensed vehicles for the public in Bury.

The extension to the compliance date will give the trade a longer time period in which to upgrade to compliant vehicles, and the ability to take advantage of the funding support package once it is available.

The removal of the coming on age for hackney carriage and private hire vehicles will allow vehicles to be purchased by the taxi trade up to the maximum age of 10 years from date of registration. This will assist the trade in upgrading their vehicles.

The amendment to the written off policy is to permit vehicle licence holders who are currently licensed in Bury with a previously written off vehicle prior to the implementation of the Stage 2 of Common Minimum Standards in November 2021 to continue to be able to licence the vehicle until the 1 April 2026. In order to achieve compliance with the amended policy it will state that from 1 April 2025 a vehicle licence will not be renewed if the vehicle has been previously written off. There will be no change to Council Policy relating to new vehicle licence applications.

Key considerations

This is a Council Function that is delegated to the Licensing and Safety Committee by the Council's Constitution.

This paper is in the public domain.

Community impact / Contribution to the Bury 2030 Strategy

The changes put forward in this report demonstrate a relaxation of proposed requirements for both hackney carriage and private hire/private hire (WAV) vehicles. This could potentially increase the time it takes for these vehicles to be upgraded for vehicles with less carbon emissions and less tailpipe emissions, however the availability of Clean Air funding will encourage vehicle upgrades.

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 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.

The Licensing Service have considered the Equality Act 2010 and due to each application being dealt with on its own merits there is no positive or negative on any of the protected characteristics.

The Equality Impact Assessment (EIA) undertaken for the MLS showed that there were both positive and negative impacts of the proposals. The main positives are that it provides for greater protection for vulnerable people from harm and should also increase the accessibility of the fleet for disabled persons. The contrary issues are that the higher standards may make access to becoming a driver more costly and therefore may reduce the fleet size and therefore mean that there are less taxis available and people may be more tempted to use non licensed vehicles. There are three ways that this impact can be lessened; namely by ensuring that the drivers have adequate time to adjust to the new standards, that access to the GM Clean Taxi Fund support package when it is made available, and also that we publicise the benefits of taking a Bury licensed vehicle.

Assessment of Risk:

The following risks apply to the decision:

Risk / opportunity	Mitigation
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Not Applicable	
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Consultation:

A GM wide public consultation on MLS took place between 8 October and 3 December 2020. A summary of this consultation has previously been provided to members in the report 'Greater Manchester Minimum Licensing Standards for Taxi and Private Hire Stage 1' which was submitted to Council on the 8 September 2021 and Stage 2 was submitted to Council on the 24 November 2021.

Legal Implications:

Under the legislation the Council is required to determine representations. The report is in accordance with the appropriate legislation.

The costs of the licensing function are funded through the fees and charges levied by the Council. There may be additional costs if appeals are lodged with the Magistrates and Crown Courts.

Members are advised that Licences are regarded as possessions within the terms of the Human Rights Act 1998. Under the Act everyone is entitled to the peaceful enjoyment of one's possessions and so actions interfering with those possessions must be lawful, reasonable and proportionate. It is lawful to impose reasonable conditions as a way of protecting the safety of the travelling public, so long as it is not out of proportion. It is a balancing act between the public interest and the individual's rights.

The policy changes recommended, if agreed by the Council, will be implemented and form the basis on which decisions are made on applications for vehicle licences received by the Council.

Financial Implications:

Revenue and Capital: The Licensing Regime is a self-funded service through the licensing fees. There are no financial implications as a result of this report as the changes do not have any cost implications to the Council.

Report Author and Contact Details:

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Background papers:

Stage 2 (Vehicles)

Report and Minutes - Licensing and Safety Committee – 11 November 2021 - <https://councildecisions.bury.gov.uk/ieListDocuments.aspx?CId=135&MId=3007&Ver=4> -
Report and Minutes – Full Council – 24 November 2021 - <https://councildecisions.bury.gov.uk/ieListDocuments.aspx?CId=148&MId=3026&Ver=4>

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

Term	Meaning
EIA	Equality Impact Assessment
GM	Greater Manchester
MLS	Minimum Licensing Standards
WAV	Wheelchair Accessible Vehicle



Classification: Open	Decision Type: Non-Key
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Report to:	Council	Date: 22 March 2023
Subject:	Appointment of additional Deputy Electoral Registration Officer for the purpose and power to sign temporary Voter Authority Certificates	
Report of	Leader and Cabinet Member for Strategic Growth and Skills	

Summary

At the Council meeting held on 18th January 2023 the Council resolved to appoint Lynne Ridsdale, Bury Council's Deputy Chief Executive as Deputy Electoral Registration Officer and Bury Council's Monitoring Officer, Jacqui Dennis and the Joint Chief Information Officer, Kate Waterhouse as Deputy Electoral Registration Officers.

Following the Deputy Chief Executive's appointment as Chief Executive, she assumed the role of Electoral Registration Officer (ERO).

Following this decision, further guidance has been issued by the Electoral Commission in relation to the issuing of temporary voter authority certificates.

The guidance states that the Voter Authority Certificate should include a wet signature and this can be provided by a deputy.

The guidance therefore suggests that Council's appoint additional deputy ERO's with the power to sign temporary Voter Authority Certificates.

Recommendation(s)

The Council appoints the Elections and Land Charges Manager, as a Deputy Electoral Registration Officer with the power to sign temporary Voter Authority Certificates.

Alternative options considered and rejected

Not applicable.

Report Author and Contact Details:

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Position: Elections and Land Charges Manager
Department: Elections Team
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Background

1. All Councils must appoint a senior officer to be Electoral Registration Officer (ERO) with responsibility for maintaining the Electoral Register throughout the year.
 2. At Bury Council this role is fulfilled by the Chief Executive who is also the Returning Officer.
 3. Sections 52 and 53 of the Representation of the People Act 1982 sets out the statutory functions of the ERO.
 4. The Electoral Commission recommend that Council's approves the appointment of one or more Deputy EROs who can carry out the duties and powers of the ERO if they are unable to act personally.
 5. The ERO does not have the power to appoint a Deputy ERO. This must be a Council decision.
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Assessment and Mitigation of Risk:

Risk / opportunity	Mitigation
In the event that the Electoral Registration Officer is unable to fulfil their role, the Council need Deputies in place.	Appoint two deputies to provide cover if required.

Legal Implications:

6. The legal implications are set out in the body of the report.
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Financial Implications:

7. There are no financial implications.
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Appendices:

Please list any appended documents.

Background papers:

Please list any background documents to this report and include a hyperlink where possible.

Council Report - Appointment of Electoral Registration Officers January 2023

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

Term	Meaning
ERO	Electoral Registration Officer

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Meeting:	The Council
Meeting date:	22nd March 2023
Title of report:	Leaders' Report
Report by:	Leader of the Council
Decision type:	Non key decision
Ward(s) to which the report relates:	All Wards.
Summary:	To provide a summary of the work of the Cabinet since this last report, an update on progress against the corporate plan, and a statement from the Leader of the Council.

1 Leader's note

- 1.1 I am pleased to provide Council with my report covering the period from 10th January 2023 to 10th March 2023.
- 1.2 I would like to start by reiterating our solidarity for the people of Ukraine after recently passing the first anniversary of the invasion of the country. Our support for Ukraine and its people is unwavering, and we will back their fight for freedom.
- 1.3 The Ukrainian community in Bury has a long proud tradition and the invasion of their country has touched so many. Our local communities have responded remarkably to support those in need from an initial outpouring of generosity in donations and emergency aid, through to supporting arrivals settle through the Homes for Ukraine scheme and integration into local community groups.
- 1.4 Bury has welcomed 136 guests to date through the Homes for Ukraine Scheme across all townships in the borough. This has included supporting more than 30 young people enrolled into local schools in the borough to help their ongoing education.
- 1.5 Onto the council's finances for 2023/24. We have a tremendous financial challenge facing us meaning we had to find £31 million to balance the budget.
- 1.6 This has been caused primarily by the high rate of inflation, which has led to steep rises in the cost of fuel and supplies. We are also having to cope

with an ever-increasing demand for services, and a labour shortage. And, as usual, we are not getting the additional funding we need to meet these demands.

- 1.7 However, I am still optimistic and ambitious for this borough. We're going forward on two fronts – supporting those who are most in need, and to transforming our town centres to create jobs and prosperity for the future.
- 1.8 Firstly: we're allocating an extra £400,000 to help the borough's most vulnerable through the cost of living crisis. This includes new council tax support grants of £100 to 1,000 households who are financially struggling but not eligible for the current support scheme.
- 1.9 We're also providing £100,000 in grants to community groups to improve their localities, and £51,000 to local councillors to spend in their area.
- 1.10 We're freezing Bury Market rents for an extra year to help traders recover from the effects of Covid lockdowns and with anticipated disruption during the £20 million renovation of the market.
- 1.11 And we're creating a £50,000 pot to support children in care and care leavers, and allocating £20,000 to support our armed forces veterans and cadets.
- 1.12 We've listened to people, which is why we're putting another £10 million into improving our roads, and £125,000 to deal with the backlog in tree maintenance, a topic that frequently fills our in-boxes.

2 Reporting progress against stated commitments in Corporate Plan

- 2.1 The following table provides a brief summary of the Council's progress against the priorities set out in our Corporate Plan covering December 2022 to January 2023.

Dept	Priority	Deliverables
BGI	Developing Bury Market & Flexi Hall	Significant work has been completed during Q3 including the approval of Radcliffe Hub project RIBA Stage 3. RIBA Stage Four is now set to commence. Work continues to complete documentation required for planning application submission (due in January) and submission of the full bid to the Sport England Strategic Investment Programme (deadline end of January). Bury Market & Flexi Hall programme continue to develop stage 3 outputs including planning documentation. Negotiations continue regarding land assembly and the remaining properties required for the development. For Prestwich the Joint Venture Agreement, Option Agreement and Development Management Agreement has been signed off and Prestwich Regeneration LLP has been formed. RIBA stage 1 Preparation and Design work
	Radcliffe Hub Levelling Up programme	
	Radcliffe SRF including: - Housing - North Block - Transport	
	Delivering the Prestwich Plan	

	Delivering the Bury Town Centre Plan	is underway and will continue into Q4. A full communications and engagement framework will also launch in Q4. Work will continue into Q4 regarding the Ramsbottom and Town Centre plans
	Delivering the Ramsbottom Plan	
	Delivery of Brownfield Housing Site Sales Programme	
Children and Young People	Delivery of activity within the OFSTED Improvement Plan	<p>Delivery of the Project Safety Valve programme continued in Q3 with preparation for the submissions to the DfE planned for January. The plan for enhanced resource provision is in place and work will continue into Q4. An outreach offer has been developed which has been highlighted to all schools and the internally seconded headteacher has consulted with schools on the provision and outreach offer required going forward. Support plans for Category 3 & 4 schools are now in place to support improved outcomes.</p> <p>The Virtual School has recently recruited which will support the expansion of the role of the virtual school and successful candidates started on 3rd January 2023. During Q3 a procurement exercise was finalised to purchase a software system which will provide visibility of live attendance data: this implementation is now in Phase 1 (pilot) with 20 schools. Phase 2 will see it linked to LCS database in order to track attendance of children with a social worker. We are hoping to have this connected to this cohort by September 2023, providing live attendance data for all children with a social worker. Q3 saw continued delivery of the Bury East and Radcliffe people's plan. Learning from these will be built into the developing plans for the remaining areas.</p>
	Delivery activity within the Project Safety Valve (PSV) programme	
	Develop locality teams to a Family Hub model through Bury East pilot	
	Develop Special Educational Needs (SEND) integrated transparent pathways through the revised Graduated Approach	
	Increase the proportion of 16–25-year-olds with SEND in employment	<p>Work continued on the development of the Bury East Family Hub with launch expected April 2023. Discussions are ongoing to map the offer in Radcliffe and identify a site for delivery.</p> <p>Delivery of the Children's improvement plan continued during Q3 overseen by the Improvement Programme Board and a supporting governance framework. A</p>

		<p>further Ofsted Monitoring Visit took place 12 & 13 October 2022 which recognised pockets of improvement in service delivery, increased stability in leadership team and continued corporate support.</p> <p>The LGA review took place in November which focussed on corporate parenting this is part of a continuing support package from LGA to develop corporate parenting in Bury. The review findings and associated action plan will be in place for Q4.</p> <p>Essex CC completed a 2-day diagnostic under the SLIP arrangements during Q3, the purpose of the diagnostic was to review how an edge of care offer would support improved outcomes for children and families across Bury. Findings will be used to develop an edge of care offer during Q4.</p> <p>The Head of Service from Manchester also completed a review of child protection within the safeguarding service across Bury and feed back to partners is scheduled for Q4.</p> <p>Improvements are evidenced below with a reduction in the number of CIN plans open at the end of the month as well the highest amount of caseloads allocated and an increase in the proportion of cases held by agency workers. The number of children subject to a child protection plan has decreased this quarter whereas the number of CLA has increased.</p> <p>The multi-agency improvement programme board and associated governance continues to drive and manage the work programme. This was formally launched at the SEND information day on 6th October. The graduated approach has been developed and rolled out with a group of schools now piloting the graduated response and using the resources available. 32 schools are also engaged in SEND peer reviews to gain the Inclusion Mark.</p> <p>Performance continues to stabilise through strengthening data performance and the embedded performance clinics and process of weekly reporting. Work continued through Q3 with the EHCP team to assure improved processes around assessment and EHCP advice. The proportion of EHCP plans issued on time, within the 20 week compliance has fluctuated over the year whilst work has also been focussed on tackling</p>
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		the backlog of plans which will improve performance in the next quarter.
Operations	Achieve carbon neutrality by 2038 and be single use plastic free across the Council by end 2022/23	<p>Although the programme is behind schedule through delays at GM and National level delivery has continued locally through Q3. GMCA are now providing a consultant resource to provide information/data, business cases to help bring solar PV projects to market, Bury Council have provided an initial list of both schools and corporate buildings to GMCA that would benefit from this input. A refresh of the Single Use Plastic Action Plan has been produced and we have joined a GMCA group to progress this consistently across GM and share best practice, work will continue into Q4. The E-hub trial is in full operation with car club cars in place at both Market Car Park Bury and Fairfax Road, Prestwich.</p> <p>GM is still awaiting a formal response to the case for a new investment-led Greater Manchester Clean Air Plan, with no charging Clean Air Zone. Work on this will continue into Q4.</p>
	Introduction of Clean Air Zone for Greater Manchester	
One Care Organisation	Health and Care System Transformation	<p>The programme of transformation continued through Q3 with significant delivery in pathway development within urology, glaucoma, orthopaedics, long COVID and through the elective care recovery board. Bury is also piloting a GM led initiative into direct access chest X-ray (DACXR) with evaluation continuing into Q4. Q3 also saw E-Derma pilot launch with all Bury GP's engage. The adult social care reforms transformation programme has been developed and moving into implementation to support work across the health and care system.</p> <p>To support the urgent care system a system wide Urgent Care turnaround programme was established in Q2 that included a supplementary UEC Improvement Plan. Delivery and monitoring of the programme continued in Q3 and will through to Q4.</p> <p>Our data shows that Referral to treatment waiting times of over 52 weeks has reduced by 26% since the previous quarter. Admissions to hospital from A&E has maintained over this same period. Patients at Fairfield General Hospital with no right to reside continues to fluctuate and stood at 32 patients at the end of quarter 3.</p> <p>Significant risk remains through winter to the health and care system, but strong system leadership is in place to tackle through the existing transformation programmes mentioned above.</p>
	Population Health system	

Corporate Core	Getting the basics right	<ul style="list-style-type: none"> • Delivery continued through Q3 on the suite of programmes built into 'the basics'. Key delivery was the roll-out of Problem Solving training to senior leaders, development and launch of the behaviours and values framework, improvement of internal HR processes around agency and honoraria and development of the core leadership programme. The development of a suite of KPI's to support this work was finalised in Q3 and detailed below.
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3 Additional reports

- 3.1 Attached as an appendix to this report are a summary of Cabinet decisions and urgent decisions taken since the last ordinary council meeting.

List of Background Papers:-

None identified

GENERAL REPORT OF THE MEETING HELD ON 11 JANUARY 2023

APPOINTMENT OF DEPUTY MAYOR

1. Councillor Eamonn O'Brien, the Leader of the Council and Cabinet Member for Strategic Growth and Skills, confirmed that Councillor Sandra Walmsley was currently Deputy Mayor and therefore Mayor elect for the forthcoming year, and he proposed that Councillor Khalid Hussain be appointed as Deputy Mayor. Members praised Cllr Hussain's work as a long serving Councillor, his active participation in the business of the Council, and his engagement with the local community.
2. Cabinet agreed to recommend the appointment to Council.

PROPOSED DISPOSAL OF TOWNFIELD'S CLOSE FOR THE DELIVERY OF OLDER PERSONS AFFORDABLE HOUSING SCHEME- PYRAMID PARK PHASE 1

3. Councillor Claire Cummins, Cabinet Member for Housing Services, presented the report which proposed the use of a brownfield land site for development of 100% affordable housing for older people (c.35 properties). Members discussed the report and it was noted that this was part of the wider regeneration and the 100% affordable housing was secured through the Registered Provider framework proposed rather than open market.
4. In response to Members' questions it was noted that funding would de-risk the site, so if funding were not secured the development would go ahead but with a reduced capital receipt to the Council. Members also noted that discussions with the chosen Registered Provider would secure the best deal in terms of housing standard, and conversations regarding nesting bricks were underway.
5. Cabinet approved the recommendations as set out in the report.

PROGRAMME PLAN FOR FUTURE SPECIALIST RESOURCED PROVISION - UPDATE ON PROGRESS

6. Councillor Lucy Smith, Cabinet Member for Children and Young People, presented the report updating on the progress made in relation to the delivery of the specialist place sufficiency plan contained within Project Safety Valve, which set out plans to increase specialist resourced provision in mainstream schools, alongside the development of new Free Special Schools. In response to Members' questions, Councillor Smith advised that the project was moving at pace and the target opening date of Autumn 2023 was realistic. With regards to Our Lady of Lourdes RC Primary, the first phase was complete but the second phase was dependent on the Diocese. With regards to Summerseat Methodist Primary, this had been experiencing falling roles so as it was not full there were opportunities.
7. Cabinet approved the recommendations as set out in the report.

BURY BUSINESS IMPROVEMENT DISTRICT (BURY BID) - COUNCIL REPRESENTATION ON THE BURY BID BOARD OF DIRECTORS

8. Councillor Eamonn O'Brien, Leader and Cabinet Member for Strategic Growth and Skills, presented the report which sought approval for Bury Council to be

represented on the BID Board by the Assistant Director Regeneration Delivery (Economy & Business). In response to Members' questions it was noted that businesses in Bury had not resisted the levy but were concerned generally about rising costs.

9. Cabinet approved the recommendations as set out in the report.

GENERAL REPORT OF THE MEETING HELD ON 15 FEBRUARY 2023

THE COUNCIL'S FINANCIAL POSITION AS AT 31 DECEMBER 2022

10. Councillor Richard Gold, Cabinet Member for Finance and Communities, presented the report which outlined the forecast financial position of the Council at the end of 2022/23 based on the information known at the end of the third quarter, 31st December 2022. The report set out the position for both revenue and capital and provided an analysis of the variances, both under and overspending.
11. In response to Members' questions, it was agreed that if any schemes on the capital programme were being deprioritised then Councillors would be notified. Councillor Gold gave assurance that savings and budgets would be monitored on a weekly basis by the Executive Team, and Chief Executive Geoff Little advised that savings were being phased and full project plans sat underneath savings targets so they could be effectively prioritised and realised.
12. Cabinet approved the recommendations as set out in the report.

ANNUAL HRA BUDGET 2023/24 & RENT SETTING

13. Councillor Richard Gold, Cabinet Member for Finance and Communities, presented the report which formed part of a suite of documents relating to the Council's budget setting process for 2023/24. It established the Housing Revenue Account budget for 2023/24 and proposed the rent levels for Council Housing for Dwelling and Garage rents, Sheltered Support, Management, Service and Heating charges and Furnished Tenancy charges. The report also established the Management Fee paid to Six Town Housing for 2023/24.
14. Cabinet approved the recommendations and commended them to Council.

2023 / 24 BUDGET PAPERS

15. Councillor Richard Gold, Cabinet Member for Finance and Communities, presented the suite of budget papers with comprised:
 - The Council's Budget 2023/24 and the Medium Term Financial Strategy 2023/24 - 2026/27
 - The Dedicated Schools Grant and setting the Schools Budget 2023- 24
 - Capital Strategy and Capital programme 2023/24
 - Flexible use of Capital Receipts Strategy 2023/24
 - Treasury Management Strategy and Prudential Indicators 2023/24

16. Councillor Gold advised that this budget was set against backdrop of economic crisis, war in Ukraine, increased energy costs, rising interest rates, rising inflation and also local context of children's improvement journey and workforce shortages, particularly in terms of social workers, which have resulted in the use of expensive agency and managed teams. The funding settlement did result in a welcome increase in grants, but these were non-recurrent and have conditions against them. A raise in Council tax of 2.99% and a 2% adult social care precept was being proposed and had been assumed within these budget proposals.
17. Taking into account recurrent and non-recurrent spending pressures, the recurrent gap has increased to £31.395m. This has been closed in part by increased Council tax and business rates with the remainder being met by a phased savings approach and through use of £4.802m reserves. It was noted that whilst the Council was able to produce a balanced budget for 2023/24 and was financially resilient in the short term subject to the delivery of all of the savings proposals, reserves have been reduced significantly over the last few years and the Council needs to commence a programme of rebuilding these.
18. Members discussed the use of reserves, and in response to Members' questions, it was noted that one of the four Primary Care Networks operated differently from the others and discussions were ongoing to meet the same commitment as outlined in the OCO - Staying Well appendix.
19. Cabinet approved the recommendations and commended them to Council.

BURY CORPORATE PLAN PERFORMANCE AND DELIVERY REPORT QUARTER THREE 2022-23

20. Councillor Tahir Rafiq, Cabinet Member for Corporate Affairs and HR, presented the report which provided a summary of key delivery and performance that occurred during Quarter Three (October – December) 2022-23, aligned to the 3R priorities. In response to Members' questions, it was noted that staff absences had been discussed in detail at recent sub-committee meetings, the papers of which could be shared to Councillors upon request, but related to lasting effects of Covid-19 and were in line with national levels. Members also queried bin collection and recycling rates and it was noted that this was cyclical based on seasonal changes (i.e. less garden waste in the winter). It was agreed that, for data like this, average rates be shared in future reports.
21. Cabinet approved the recommendations as set out in the report

CHANGES TO ADMISSION ARRANGEMENTS FOR SECONDARY SCHOOLS

22. Councillor Lucy Smith, Cabinet Member for Children and Young People, presented the report which set out the outcome of the consultation on proposed changes to the admissions policy for maintained secondary schools, including removing catchment areas and instead using a distance criterion, so when considering oversubscription priority would be given to those applicants residing closest to the school for which they are applying. The changes would come into effect for applications for secondary school places for the academic year 2024/25 and would apply to all Community secondary schools and non-faith Academies in the borough.

23. In response to Members' questions, it was noted that this should reduce the numbers of non-SEN transport to school. Members also discussed the new school in Radcliffe, noting frustration with the DfE over the temporary facilities expected for September 2024, and it was noted that efforts continued to ensure these were fit for purpose and would be for as short a time as possible.
24. Cabinet agreed to recommend the appointment to Council.

RELOCATION OF PENNINE CARE INTO 3 KNOWSLEY PLACE

25. Councillor Eamonn O'Brien, Leader and Cabinet Member for Strategic Growth and Skills, presented the report which sought approval in principle for the relocation of Pennine Care from Humphrey House to 3 Knowsley Place. This would create a revenue savings to the Council and the generation of a capital receipt from the subsequent sale of Humphrey House, which would be used to make a capital contribution towards the fit out costs of 3KP.
26. Cabinet approved the recommendations as set out in the report.

FUTURE OF BURY TOWN HALL AND OTHER ADMINISTRATIVE BUILDINGS OCCUPIED BY THE COUNCIL

27. Councillor Eamonn O'Brien, Leader and Cabinet Member for Strategic Growth and Skills, presented the report which presented the findings of a cross party Working Group established to look at the future of Bury Town Hall and presented a preferred option for consultation; to undertake a phased refurbishment of the Town Hall. Members discussed the report, noting their hope that the public took advantage of the consultation as the Town Hall was a public building at its heart.
28. Cabinet approved the recommendations as set out in the report.

PURCHASE OF MICROSOFT LICENCES

29. Councillor Tahir Rafiq, Cabinet Member for Corporate Affairs and HR, presented the report which sought a decision regarding who should be the Council's Partner (or reseller) beyond the existing Microsoft Licensing Solutions Partner, SCC.
30. Cabinet approved the recommendations as set out in the report.

APPLICATION RATIONALISATION / CONSOLIDATION

31. Councillor Tahir Rafiq, Cabinet Member for Corporate Affairs and HR, presented the report which sought to procure a solution for consolidated legacy applications not compatible with the Microsoft Azure Cloud Platform. Members voiced their support for the report, in particular ensuring more digitally enabled systems for licensing and ease of use for the end user.
32. Cabinet approved the recommendations as set out in the report.

LOCALITY BOARD FORMALISATION

33. Councillor Eamonn O'Brien, Leader and Cabinet Member for Strategic Growth and Skills, presented the report which sought to formalise revised partnership arrangements for health and care in Bury. It was noted that at the meeting on 6th

February, the Locality Board supported and approved the suite of papers submitted, pending enhancement and more detail around Primary Care which will be reviewed and incorporated (as applicable) before submission to the GM ICB.

34. Cabinet approved the recommendations as set out in the report.

SEND TRANSPORT/TRAVEL ASSISTANCE - POST-19 PROVISION FOR YOUNG PEOPLE WITH AN EDUCATION HEALTH AND CARE PLAN

35. Councillor Lucy Smith, Cabinet Member for Children and Young People, presented the report which set out the measures that the Council is taking to ensure that the policy regarding provision of transport or travel assistance is both legally compliant and continues to meet the needs of those young people who require support in accordance with the statutory duty.

36. Cabinet approved the recommendations as set out in the report

URGENT BUSINESS

37. Councillor Eamonn O'Brien, Leader and Cabinet Member for Strategic Growth and Skills, paid tribute to Geoff Little, Chief Executive, as this was his last Cabinet meeting before retirement. Councillor O'Brien thanked Geoff for adding substance and rigor to reports, and being a driving force behind the level of detail and commitment to delivering outcomes for residents.

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(i) Urgent Cabinet Decision – March 2023
Re. Letter to the Department for Environment, Food and Rural Affairs (Defra)

Decision taken:

The Department for Environment, Food and Rural Affairs (Defra) has been consulting on the national Resources and Waste Strategy (RaWS) over the last 4 years with a series of prolonged delays in publishing consultation responses. Activity has recently stepped up and details of what is proposed and the potential changes that may be needed for both waste collection and disposal arrangements in GM are now starting to become clearer although cost recovery and other fundamental points are yet to be developed.

Currently we do not know the full extent of costs that will be involved, but if this goes ahead and we have to separate the food waste from the garden waste collections there are the potential to have the following increased costs:

- Cost of additional containers for residents to put the food waste in
- Additional vehicles and staff to collect the food waste
- Additional depot to store the food waste vehicles
- Costs for a change in contracts and levy costs as a change in the disposal contract

These are likely to exceed the £500k Key Decision threshold.

Defra have given us little time for us to submit information to support transitional arrangements for food waste by 8th March. As part of the evidence pack GMCA are asking for a letter from each of the 9 GM districts on council's letter head confirming that Bury Council are aware and supportive of the proposed transitional dates. This report asks permission to move forward with producing this letter and confirm the proposed transitional dates (option 3 on the attached briefing note).

The reason why this decision was urgent and could not be reasonably deferred was:

We need to submit the letter to Defra by 8th March, and this decision is therefore unable to wait for the next meeting on Cabinet (scheduled for 15th March). Urgency is requested to progress this matter and secure a way forward.

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	Party / Department Response	Question
1	Labour	<p>The Ramsbottom Town Plan discusses various options for the rationalisation of Town centre parking. At no point does it suggest paid for parking as an option. Can the leader please guarantee my wish that paid for parking is not and never will be part of the Ramsbottom Town Plan?</p> <p>Cllr Tom Pilkington</p>
	Cllr O'Brien	<p>The Ramsbottom Town Plan does not include any proposals to introduce parking charges on its car parks.</p> <p>To strike a better balance between all users, The Ramsbottom Town Plan proposes to:</p> <ul style="list-style-type: none"> • Explore the introduction of time restrictions on council owned car parks in the core of the town centre • Provide long stay parking at the leisure centre to increase capacity for short stay spaces in the town centre core • Increase provision of electric vehicle charging points • Introduce resident's parking schemes, if needed <p>The Council's Highway Department has also confirmed they have no plans to introduce parking charges in Ramsbottom.</p> <p>There's also nothing in the draft Transport Strategy that suggests the introduction of parking charges in Ramsbottom.</p>
2	Labour	<p>As part of the Council's commitment as a Real Living Wage employer, can the Cabinet Member for Corporate Affairs and HR update the Council on the impact of this on our directly employed and commissioned workers?</p> <p>Cllr Moss</p>
	Cllr Rafiq	<p>The Council has now been an accredited Real Living Wage Employer since November 2021. At the time of agreeing our approach Members noted the significant financial cost of this work, around £5.5 million over five years. However, they also recognized the strong business case for delivering on this commitment which was projected to improve the wages of around 4,000 people working in Bury, particularly within the adult care workforce who provided such a critical role during Covid. – The unprecedented financial climate over the last year has seen the financial cost of maintaining this commitment rise by a further circa. £3.2 million. However, the business case remains compelling and essential to both our commitment through the Greater Manchester Good Employment Charter and our work to promote good employment as a leader across the borough more widely. The health and wellbeing board considered</p>

	Party / Department Response	Question
		<p>this in detail in January and noted the clear link between paying the living wage and the wellbeing of Bury people. This analysis also showed that the impact of the Council's accreditation is, in reality, being seen by more like 5,000 people working in our borough.</p> <p>Rates of pay for council staff and commissioned providers will increase to £10.90, in-line with the latest Real Living Wage, from April.</p> <p>Supplementary: The employers side offer is broadly in line with what the Council has budgeted. If accepted, the financial gap had the Council accepted the Conservative budget amendment would have been circa £420k</p>
3	Conservative	Withdrawn
4	Labour	<p>Cost of Living Community Grants have been made available for voluntary and community groups in the Borough to apply for. Can the Cabinet Member for Communities and Finance detail how many applications have been received, what funding has been awarded and indicate the nature of projects that have been supported through this funding?</p> <p>Cllr Whitby</p>
	Cllr Gold	<p>Based on feedback at Cost of Living Summits and to support delivery of Bury Council's Cost of Living and Anti-Poverty Strategy, Bury Council established Cost of living Community Grants to provided targeted support through strengthen local voluntary and community groups in supporting and enabling local residents to best manage current hardship pressures.</p> <p>Applications from 63 organisations were received and through two funding panels, including independent community and voluntary sector representation, a total value of £80,414 has been allocated.</p> <p>Projects which have been supported span across our six towns and communities of identity and experience, including:</p> <ul style="list-style-type: none"> • Support to warm spaces in providing debt advice and financial resilience guidance as part of their offer • Resilience support to Information and Advice provision to older residents through Age UK Bury • Developing a weekly youth club to teach cooking on a budget skills in additional attendees accessing a wholesome meal.

	Party / Department Response	Question
		<ul style="list-style-type: none"> • Energy saving advice and support to manage wellbeing when facing financial pressures through Women of Worth • Sustaining the provision of targeted information on income maximisation through local community assets and organisations by supporting with utility and volunteering costs <p>Community led provision of employability and skills training to individuals in local income employment to increase their income through career progression</p>
5	Labour	<p>Could the Leader inform us of the date to start the new school in Radcliffe?</p> <p>Cllr Rizvi</p>
	Cllr Smith	<p>The DfE has set out a provisional programme for delivery of the new school. The key milestones will see initial expressions of interest being submitted by contractors this month, tenders will be invited to be submitted by May, and detailed design work undertaken in May & June. Construction will commence in January 2024, with the new school building completed in February 2025. From March 2024, modular accommodation will be provided on site to accommodate pupils joining the school from September 2024, until the new building is complete.</p> <p>Admission arrangements for the new school, for those families looking at secondary transfer in September 2024 have recently been approved and will be published shortly.</p> <p>Star Academy has already begun to engage with Radcliffe primary schools and will be engaging with the wider community over the coming weeks and months in support of the new school opening.</p>
6	Conservative	<p>To assist in transparency of decision making can an elected representative from each political party be involved in all meetings with the DfE regarding the new Radcliffe school?</p> <p>Cllr JO LANCASTER</p>
	Cllr Smith	<p>We will commit to look at the governance arrangements in respect of the delivery of the new school to ensure that all political parties are fully engaged in the process, in the context of where key decisions need to be taken. In the main, project group meetings with DfE focus on technical and operational delivery, and are therefore officer led.</p>
7	Labour	<p>Could the Leader inform council how many electric vans we have and how many are on order?</p>

	Party / Department Response	Question
		Cllr Hayes
	Cllr Quinn	<p>15 electric vans have been ordered and we have received 2 of these.</p> <p>The new vans will reduce CO2 emissions by roughly 1,450kg per vehicle per year, this is a total reduction of 21,750kg per year, there are also no particulates and Nitrous Oxides produced as the vehicles produce no tail pipe emissions, this will directly improve the air quality around Bury and is a step forward towards Bury Councils transition to net zero.</p>
8	Labour	<p>Please could the Cabinet Member for Communities and Finance outline work which has taken place in the Borough to address violence against women and what more is being done to promote women and girls safety in Bury?</p> <p>Cllr Farooq</p>
		<p>Earlier this month Bury marked International Women's Day with a series of activities including raising the awareness of activity of the Council and wider Community Safety Partnership to strengthen Women & Girls Safety in Bury.</p> <p>This work has included:</p> <ul style="list-style-type: none"> • Work co-designed with local pupils in secondary schools on healthy relationships and behaviours, for young men and women • Training to hair and beauty staff at Bury College to identify the signs of violence and support available through the Cut It Out campaign • Awareness raising across public sector partners, business leads and within communities of ways to report and receive support in relation to abuse, including programmes to tackle perpetrator behaviour • Self-defence sessions led by Greater Manchester Police to College students and the community • Partnership training to front line staff on coercive control and, just last week, awareness training to senior leaders on Honour Based Violence. • Specific partnership community safety operations targeting violence against women and girls, including Operations Lioness and Forage • Increasing awareness of Clare's Law – the police's ability to disclose a person's history of abusive behaviour to those who may be at risk from such behaviour <p>The Council and Community Safety Partnership are committed to a relentless focus on women and girl's safety and this will continue through:</p>

	Party / Department Response	Question
		<ul style="list-style-type: none"> • A Women's Night-time Safety Charter with support and training to licenced premises to prioritise and champion women's safety • Youth engagement to inform a focus on women and girl's safety at this year's Circles of Influence session • Engagement, awareness raising, training and local enforcement in relation to the Protection from Sex Based Harassment in Public Bill • Bury Council is also seeking White Ribbon Accreditation to end gender-based violence. The White Ribbon campaign encourages everyone, especially men and boys, to make the White Ribbon Promise to never use, excuse or remain silent about men's violence against women.
9	Conservative	<p>Please can an update be given concerning the progress made on the "Island Lodge Masterplan" in Tottington. In particular, the amount of funds that have been secured from Bury Council and Section 106 monies to help with this very important project?</p> <p>Cllr IAIN GARTSIDE</p>
	Cllr Quinn	<p>The Council has engaged Proffitts to draw up a masterplan for the whole of the Kirklees Valley Local Nature Reserve and this includes Island Lodge. The plan will be consulted on later this year.</p> <p>The masterplan work follows on from the 2022 engineering feasibility study, undertaken by Stillwater Associates, that looked at the options for repairing Island Lodge.</p> <p>On the back of the engineering study, the repairs have been included in the Council's capital programme and £50,000 allocated for 2023/2024 to work the scheme up to tendering stage and a further £450,000 allocated for 2024/2025 to carry out the works.</p> <p>We are planning to use the capital funding to match fund grant applications to third party funders to implement other projects in the wider valley. These will be identified in the masterplan.</p> <p>The cost of the engineering feasibility study (£4,850) and the preparation of the masterplan (£4,116) have been funded from Section 106 money allocated to Kirklees Valley maintenance which, following the commission of the engineering feasibility work and masterplan, now has an outstanding balance of around £10,000.</p>

	Party / Department Response	Question
		Officers have met with the Save Island Lodge group in January and have agreed to work with them as the masterplan is developed and the works are planned and implemented.
10	Conservative	<p>There has been ongoing issues in relation to the bus lane on Bolton Road will the Council suspend this for a trail period?</p> <p>Cllr SHAHBAZ ARIF</p>
	Cllr O'Brien	<p>I've not been made aware of any ongoing concerns with this bus lane and we would therefore not consider suspending it at this stage. We will however, review it to ensure that it is operating safely and that the signing and lining associated with it is correct.</p> <p>I would also just add that with the first phase of bus franchising set to be starting in September, including buses along this route, now would be a quite frankly ridiculous moment to remove the one piece of public transport infrastructure that will help drive up improvements in reliability and patronage. So I find it quite remarkable that Bury West Councillors/Conservative Group want to pursue such a self-defeating and nonsensical policy, right when it will deliver enormous benefits for their local residents and the wider town.</p>
11	Conservative	<p>As part of the Council's health and wellbeing initiatives would consideration be given to promote learning lifesaving CPR skills?</p> <p>Cllr LIAM DEAN</p>
	Cllr Tariq	<p>Bury Adult Learning Centre deliver First Aid/CPR as a bespoke option for teams within the council and we have mandatory first aid online course via E-learning. The council also provide a list of local training providers should local people or groups want to access first aid courses.</p> <p>Evidence shows in Bury we have around 95 out of hospital cardiac arrests each year (British Heart Foundation. 2021), of which around 14 of these happen within the community (the other 80% happen in the home).</p> <p>At present we have defibrillators in all of our leisure centres and some of our parks, offices and health centres. Some of the challenges cited in the evidence about the effectiveness of having them placed throughout the community include</p> <ul style="list-style-type: none"> - Knowledge and awareness needs to be raised, it is not just about placement - Willingness to use - support and training for the public is required - Responsibilities around acquisition and maintenance

	Party / Department Response	Question
		<p>- Registration and regulation requirements</p> <p>We also work with local groups to ensure they are aware of potential funding opportunities for them to purchase additional defibs for their local communities should they want them.</p> <p>Bury Council did some work several years ago to encourage schools to make provision. Many did. More recently, DfE has promoted defibs to encourage those schools that still don't have them, to provide them.</p> <p>Finally, we work with our voluntary and community organisations to promote the uptake of first aid courses, with many groups particularly those related to sport and recreation required to do them as part of their usual practice.</p>
12	Conservative	<p>What scrutiny/checking mechanisms are undertaken by the Council in relation to the erection of new street lamp columns?</p> <p>Cllr KHALID HUSSAIN</p>
	Cllr Quinn	<p>New street lamp columns are erected following a design process that identifies the best location for each street lamp column to achieve the required lighting levels set out in the lighting design and layout. All works are carried out through the Greater Manchester Combined Authority Tender via the winning tenderer using equipment that has been specified by the Bury Council Street Lighting Section and procured through the Councils Authorised Procurement Process. Once each column replacement scheme is completed the site is checked to ensure that the new street lamp column are sited correctly according to the design layout.</p>
13	Conservative	<p>Why has it taken so long for the proposed changes to spur house to accommodate the PRU to be presented to the planning committee?</p> <p>Cllr LUIS MCBRIAR</p>
	Cllr O'Brien	<p>External planning and design consultants have been working with the leadership team of Spring Lane School for some time to ensure that the proposed adaptations fully meet the needs of the school, and also address any concerns that arise from pre-application discussions with the Council's planning team. The detailed programme that has been in place for over twelve months suggested that a planning submission was due to be made in January 2023. This was delayed by several weeks but it is not anticipated that this will impact on the overall programme.</p>
14	Conservative	<p>Residents have expressed concern about the quality of pavement remedial work after Virgin Media have installed cabling. What was the tendering process</p>

	Party / Department Response	Question
		<p>used whereby Virgin Media were awarded the contract and what input did Bury Council have in stipulating the quality of pavement reinstatement?</p> <p>Cllr DENE VERNON</p>
	Cllr Quinn	<p>The works carried out by Virgin media are monitored whilst they are on site. The reinstatements and check at six months and again just before the two year guarantee finishes. Any defects found at the time of inspections are passed to Virgin Media to rectify in accordance with The New Roads and streetworks Act legislation.</p> <p>In relation to the tendering process for Virgin media works. This would be something operations would not be involved with.</p>
15	Ind	<p>Residents of my Ward are very concerned and feeling powerless regarding the new mast on Sycamore Road plus the many wooden telegraph poles being erected in the area without any consultation all by IX Wireless.</p> <p>I understand that there's a 12 month period to object but only AFTER the pole has been erected.</p> <p>I X Wireless state they liaise closely with local Planning and Highways to obtain all necessary permits and permissions and yet are able to erect the poles under permitted development.</p> <p>Do they have/need permission as it's clear from their own website description of the technology that it is not fixed wire to properties so does not meet the description of the telegraph pole so surely this needs planning consent?</p> <p>Residents ask why does Sycamore Road need another supplier when the area has a connected system including new Virgin Media super fibre broadband going live soon.</p> <p>Without incurring legal costs how can residents have any say in the actions of IX Wireless and how can the council help my constituents?</p> <p>Cllr Y Wright</p>
	Cllr O'Brien	<p>The Council is aware that there are a number of telecommunication installations across the Borough, including on Sycamore Road, by a company called IX Wireless.</p> <p>I understand that the company are also rolling out this infrastructure in other districts across the northwest.</p> <p>IX Wireless is one of many companies that are responding to the Government's National Infrastructure Strategy to improve digital connectivity across the country. Whilst the Local Planning Authority and the local Highway Authority</p>

	Party / Department Response	Question
		<p>have liaised with IX Wireless around the infrastructure, their ability to influence the principle, siting and appearance of these are limited by national regulations and legislation.</p> <p>For example, much of the infrastructure does not require formal planning consents as the telegraph poles are deemed 'permitted development'. Masts are those columns which provide digital connections via transmissions, and these require a form of planning consent called 'prior approval'. This means that the principle of them is already consented, but the local planning authority can influence their siting and appearance to an extent.</p> <p>Likewise, our Highway Department only has a very narrow remit in how these installations get implemented. They too are limited to matters around siting and impact on highway safety – but on on issues of the actual principle or broad location of them. They cannot refuse permits on the aesthetics of the structures.</p> <p>There are no limits in terms of the number of providers in any one location. The Government encourages competition in the market and just because there is a sub-surface provider does not mean that there is no need for above surface infrastructure.</p> <p>Whilst the Council supports the continued role out of telecommunications to improve digital connectivity and the importance this has for the local economy, it shares the frustrations of the limits that we have as a local authority to control the type, scale and location of infrastructure that is being implemented.</p> <p>The Highway and Planning Authorities have recently raised these concerns directly with OFCOM, the telecommunications regulator. Unfortunately, there does not seem to be a way to challenge how these are implemented other than through changes to national policy.</p>

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Meeting:	The Council
Meeting date:	22 March 2023
Title of report:	Update on Greater Manchester Joint Authorities Activity
Report by:	Leader of the Council
Decision type:	Non key decision
Ward(s) to which the report relates:	All
Summary:	This report provides an update on the activity of the Greater Manchester Combined Authority.

1 Background

- 1.1 This report provides an update on work of the Greater Manchester Combined Authority (GMCA) and other Greater Manchester joint authorities following an update to Council in January 2023.
- 1.2 Since the last update there has been two meetings of the Greater Manchester Combined Authority.

2 Communities and Place Local Authority Investment Proposals to Deliver UKSPF Intervention E22

- 2.1 At the [January meeting of GMCA](#), members agreed:
- 2.2 That the allocation of grant funding to the ten projects, subject to due diligence work being undertaken, as per the proposals set out within this report, be approved.
- 2.3 That the delegation of authority to the Chief Executive Officer, GMCA & TfGM, GMCA Monitoring Officer and Treasurer to sign off any outstanding conditions, issue final approvals and complete the necessary related documentation in relation to those projects set out in section 3 that have scored above the quality threshold be approved.
- 2.4 That the delegation of authority to the Chief Executive Officer, GMCA & TfGM, GMCA Monitoring Officer and Treasurer to review the further due diligence information for the remaining two projects and subject to their

satisfactory assessment in line with the approach detailed in section 3, to sign off any outstanding conditions, issue final approvals and complete the necessary related documentation, be approved

3 Action to Improve GM's Rented Housing

- 3.1 At the January meeting of GMCA, members agreed:
- 3.2 That the contents of this report, including the positive impacts on equality and inclusion, health and other key indicators which can be secured if the standards of our rented homes can be improved, be noted.
- 3.3 That the award of £2.12 million to GMCA by DLUHC for a local enforcement pathfinder and the delivery obligations placed on GMCA be noted.
- 3.4 That the intention to enter into grant agreements with the 10 GM authorities in relation to the delivery of the local enforcement pathfinder in line with the approach outlined be approved.
- 3.5 That the proposals to fund the 10 GM districts to deliver the GM Good Landlord scheme be approved.
- 3.6 That the proposal for GMCA to collaborate with other GM housing providers and private rental sector to create a Good Landlord Charter be approved.
- 3.7 That information on £15 million of further support for affordable homes will be shared as it becomes available.

4 Transport Items

- 4.1 At the January meeting of GMCA, members agreed:
 - 4.1.1 That it be noted that Mayor Burnham has agreed to chair the Rail North Committee.
 - 4.1.2 That Mayor Burnham's update on performance issues at Trans Pennine Express be noted
- 4.2 Delivering the Bee Network: Bus Franchising, Fares and Local Bus Strategy
 - 4.2.1 That the update on the implementation of bus franchising and a weekly bus fare cap be noted.
 - 4.2.2 That the proposals to develop the Greater Manchester Bus Plan, a local bus strategy for the city region be noted.
- 4.3 Transport Capital Programme
 - 4.3.1 That it be approved to draw down £5.147 million of CRSTS funding to develop and deliver the initial phase of minor works interventions as part of the Bus Pinch Points and Maintenance Programme, noting that further updates and associated funding draw down requests will be brought to the GMCA in due course.

- 4.3.2 That the consolidation of £3.3 million of previously approved TCF2 funding into the CRSTS programme to support the development and delivery of the Bus Pinch Points and Maintenance Programme be noted.
- 4.3.3 That it be approved to draw-down of £0.3 million of CRSTS funding to enable Bolton Council to develop the Topp Way / Higher Bridge scheme to Outline / Full Business Case, noting that a further update will be brought to the GMCA in due course.
- 4.3.4 That it be approved to draw-down £4.5 million of CRSTS funding to enable Oldham Council to deliver the Manchester Street Viaduct refurbishment scheme.
- 4.3.5 That the release of £0.34 million of previously approved TCF2 funding to develop the Golborne Station scheme to Outline Business Case, noting that a further update will be brought to the GMCA in due course, be approved.
- 4.4 Our Pass Evidence Review
 - 4.4.1 That the findings of the Our Pass pilot evaluation be noted.
 - 4.4.2 That the funding of Our Pass on a continuing basis be approved.
 - 4.4.3 That the scheme should be subject to an annual review of its performance, to be completed at the end of each academic year.
 - 4.4.4 That the range of Our Pass “Exclusives” that are made available to cardholders continue to be developed.
 - 4.4.5 That the comments received from the GMCA Overview and Scrutiny Committee pertaining to Our Pass be received.
- 4.5 GM Active Travel Programme
 - 4.5.1 That the release of up to £2.15 million of MCF delivery funding for the Oldham Town Centre West Street/Cheapside scheme be approved.
 - 4.5.2 That the release of up to £1.3 million of MCF delivery funding for the Wigan to Standish Phase 1 scheme be approved.

5 Budget Reports

- 5.1 At the [February meeting of GMCA](#), members agreed:
- 5.2 GMCA Revenue and Capital Budgets 2023/4 Overview
 - 5.2.1 That the contents of the summary paper be noted.
- 5.3 Mayoral General Budget & Precept Proposals 2023/24
 - 5.3.1 That the Mayor’s General budget for 2023/24 set out in this report together with the calculation of the precepts and Council Tax rates set out in Appendix 2 be approved.

- 5.3.2 That the Mayoral General Precept to £107.95 (Band D) comprising of £76.20 for functions previously covered by the Fire and Rescue Authority precept and £31.75 for other Mayoral General functions be approved.
- 5.3.3 That the following be approved: i. the overall budget for the Fire and Rescue Service for 2023/24 covered by the Mayoral precept. iii. the medium-term financial position for the Fire and Rescue Service.
- 5.3.4 That approval be given to the use of reserves as set out in section 3 of the report and the assessment by the Treasurer that the reserves as at March 2023 are adequate.
- 5.3.5 That it be noted that in accordance with legal requirements, the minutes will record the names of those Members voting for or against the Mayor's budget and precept proposals.
- 5.3.6 That the feedback from the GMCA Overview and Scrutiny Committee be received and noted.
- 5.4 GMCA Transport Revenue Budget 2023/24
 - 5.4.1 That the risks and issues which are affecting the 2023/24 transport budgets as detailed in the report be noted.
 - 5.4.2 That the GMCA budget relating to transport functions funded through the Levy, as set out in this report for 2023/24 be approved.
 - 5.4.3 That a Transport Levy on the District Councils in 2023/24 of £113.472m, apportioned on the basis of mid-year population 2020 be approved.
 - 5.4.4 That a Statutory Charge of £86.7m to District Councils in 2023/24 as set out in Part 4 of the Transport Order, apportioned on the basis of mid-year population 2020 be approved.
 - 5.4.5 That the proposal to increase fees and charges where applicable, in line with inflation and to approve the increases proposed to Bus stop closure charges, as set out in paragraphs 4.32 and 4.33 be approved.
 - 5.4.6 That the use of Transport reserves in 2022/23 and 2023/24 as detailed in section 5 be approved.
- 5.5 GMCA Revenue General Budget 2023/24
 - 5.5.1 That the budget relating to the Greater Manchester Combined Authority functions excluding transport and waste in 2023/24 as set out in section 2 of this report be approved.
 - 5.5.2 That District contributions of £8.603 million as set out in section 5 of this report be approved.
 - 5.5.3 That the use of reserves as set out in section 6 of the report be approved.

- 5.6 GM Waste Budget and Resources - Budget and Levy 2023/24 and Medium Term Financial Plan to 2022/23 - 2025/26
- 5.6.1 That the forecast outturn for 2022/23 be noted.
- 5.6.2 That the proposed 2024/25 Trade Waste rate of £134.14 to allow forward planning by Districts be approved.
- 5.6.3 That the budget and levy for 2023/24 of £169m (2.5% increase) be approved.
- 5.6.4 That approval be given to a one-off reduction of £27m to the levy in 2023/24 funded from reserves reducing the 2023/24 requirement to £142m and authority be delegated to the GMCA Treasurer to agree the basis of distribution with local authority Treasurers.
- 5.6.5 That the risk position set out in the balances and reserves strategy be noted.
- 5.7 GMCA Capital Programme -2022/23 - 2025/6
- 5.7.1 That the current 2022/23 forecast of £462.1m compared to the 2022/23 previous forecast of £565.6m and approve changes to the capital programme as set out in the report be noted.
- 5.7.2 That the capital programme budget for 2023/24 and the forward plan as detailed in the report and in Appendix A be approved.
- 5.7.3 That funding from the City Region Sustainable Transport Scheme (CRSTS) grant as set out in Section 3.10 of this report be approved.
- 5.7.4 That a further update on the Capital Budget be submitted to the May 2023 meeting of the GMCA

6 Skills Bootcamp: Priorities and Approaches for 2023-25

- 6.1 At the February meeting of GMCA, members agreed:
- 6.2 That comments on the proposed approach to Skills Bootcamp delivery until March 2025 be noted.
- 6.3 That authority be delegated to the GMCA Treasurer and Monitoring Officer, in consultation with the Portfolio Lead for the Education, Skills, Work & Apprenticeships and Digital to agree the commissioning route and award of individual contracts including any subsequent contract extensions.

7 City Deal Receipts – Investment Approval Recommendations

- 7.1 At the February meeting of GMCA, members agreed:
- 7.2 That the following investments of City Deal Receipts, as detailed further in this and the accompanying Part B report be approved

FUND	SCHEME	DISTRICT	INVESTMENT
National Homelessness Property Fund 2	Homelessness Fund	GM wide	£2.5m
Resonance Supported Homes Fund LP	Supported Homes Fund	GM Wide	£2.5m

7.3

7.4 That authority be delegated to the GMCA Treasurer acting in conjunction with the GMCA Monitoring Officer to prepare and effect the necessary legal agreements.

8 GM Investment Framework, Conditional Project Approval

8.1 At the February meeting of GMCA, members agreed:

8.2 That an investment into My First Five Years Ltd (investment of up to £150k) be approved.

8.3 That authority be delegated to the Combined Authority Treasurer and Combined Authority Monitoring Officer to review the due diligence information in respect of the above investments, and, subject to their satisfactory review and agreement of the due diligence information and the overall detailed commercial terms of the investments, to sign off any outstanding conditions, issue final approvals and complete any necessary related documentation in respect of the investments noted above.

9 GMCA CULTURE INVESTMENT 2023-2026

9.1 At the February meeting of GMCA, members agreed:

9.2 That approval be given to a three-year budget of £4,425,000 p/a from April 2023 (subject to annual review) to support the new GMCA Cultural Investment Approach. Annual budget to be made up of £3.3m District Contributions and £1.25m Retained Business Rates.

9.3 That approval be given to the proposal that, between April 2023 and March 2026 this budget will be spent in the following ways: o £3,965,000 p/a to support delivery and project management of the five strands of the new GM Culture Investment approach (recommended Spirit and Sustain organisations and recommended levels of investment detailed within the Part B item of this report) ♣ Inspire (£100,000 p/a) ♣ Spirit (See Part B) ♣ Sustain (See Part B) ♣ Collaborate (£120,000 p/a) ♣ Strategic (£150,000 p/a) ♣ Project Management (£70,000 p/a) o £460,000 p/a to support the ongoing social impact commitment

9.4 That it be noted that the list of organisations proposed to be funded by the GMCA Culture Fund are detailed in a separate report to be considered in Part B of this agenda, to be made public within one month of this meeting.

9.5 That the outlined approach to GM Town of Culture 2023, with a view to revising the application process in 2024 be approved.

10 Transport for Greater Manchester (TfGM) Update

10.1 Bee Network Virtual Drop-In Sessions for GM Cabinet Members and LA officers

- 10.1.1 The first phase of bus franchising is set to go live in September 2023 and will be delivered over three phases between September and January 2025. Although bringing buses under local control provides an exciting opportunity to deliver transformational changes to the way services are planned and delivered, it's also one of the biggest changes to GM's public transport network in nearly 40 years.
- 10.1.2 During this transition period, TfGM is determined to do as much as we can to keep GM Cabinet Members and LA officers informed about progress and key milestones, as well as providing opportunities for you to raise questions and ask for more information.
- 10.1.3 As part of this ongoing dialogue, TfGM are establishing a monthly, virtual drop-in session where you can receive updates about the latest status of the franchising programme and wider Bee Network delivery and ask questions directly to TfGM officers.
- 10.1.4 The first of these drop-in sessions will take place on Monday 6 March at 6pm and is open to Cabinet Members and Officers from all Greater Manchester LA areas. If you are interested in attending this session, please RSVP by completing this form – where you can also pre-submit any questions you may already have about the roll-out of franchising and what it means for your communities.
- 10.1.5 This invitation has been shared with Cabinet Members with a direct interest in franchising, whether this be from a transport, climate, economy or community perspective, however, please feel free to share this information with other Cabinet Members and LA officers who you think may be interested in attending.
- 10.1.6 Moving forward, these sessions will alternate each month between a daytime and evening slot and will be opened to an all-councillor attendance.

10.2 Better Than That Campaign

- 10.2.1 TfGM has launched the next phase of their youth-facing antisocial behaviour (ASB) campaign, to support ongoing efforts by the TravelSafe Partnership (TSP) to help all passengers feel safe whilst travelling on public transport.
- 10.2.2 ASB takes many forms, with the most dangerous relating to public transport being buses, trains or trams being hit by objects such as bricks. This can result in services being diverted or withdrawn from certain routes, as well as posing a risk to the safety of drivers and passengers.
- 10.2.3 However, many young people may be unaware that the way they act by themselves or in a group at bus or tram stops and stations, such as being

noisy or abusive in groups, can also cause distress to other people, including peers and transport staff.

- 10.2.4 Better Than That uses the first-hand experiences of young people who have been involved in ASB, or who have been affected by it, and asks them to put themselves in the shoes of others before they behave in a way that may be seen as intimidating or threatening. As part of the Better Than That campaign, Foundation 92 have been speaking to young people at their Little Hulton community hub about their own experiences of ASB.
- 10.2.5 A campaign toolkit is available and TfGM would be grateful for any support your organisation may be able to provide in sharing across your platforms, channels and networks.

10.3 **Cycle storage upgrades**

- 10.3.1 New cycle storage facilities will be installed along Metrolink's Bury line, including Radcliffe, Besses o' the' Barn, Prestwich, Heaton Park, Bowker Vale, Crumpsall, Abraham Moss and Queens Road Metrolink stops. The £1.2m scheme is being funded through the Mayor's Challenge Fund (MCF) which is supporting the delivery of cycling, walking and wheeling infrastructure within the Bee Network, Greater Manchester's vision for an integrated public transport and active travel system.
- 10.3.2 The new high quality cycle parking will include covered Sheffield stands with lighting and CCTV in highly visible and accessible locations, will be installed across the eight stops - making it easier and safer for people to scoot or cycle to and from their local tram stop.
- 10.3.3 The stops have been prioritised as they are among the oldest on the Metrolink network. The work will take place during the day with measures in place to reduce noise levels and minimise disturbance, and there will be no impact on Metrolink services. Work has already started at Radcliffe, with all sites expected to be fully upgraded by mid-May 2023.

10.4 **Bee Network Delivery Update: Bus Franchising and Customer Experience**

- 10.4.1 TfGM provided an update on the delivery of the Bee Network, GM's vision of an integrated, 'London-style' transport system bringing together public transport and active travel. The update explained the benefits of bus franchising, provided timelines and maps for the introduction of franchised services across Greater Manchester, and highlighted the roles and responsibilities of TfGM/GMCA and bus operators under the franchised system compared to the deregulated system.
- 10.4.2 The update also covered the importance of the highways system in supporting the bus network, improvements to the bus fleet, and looked ahead to the Bee Network app and Customer Charter. The full report for this item can be found [here](#).

10.5 Be Tram Aware campaign

- 10.5.1 Transport for Greater Manchester (TfGM) is urging motorists to “be tram aware” when driving near Metrolink by releasing footage of recent road traffic collisions on the network. Between April and December 2022 there were 91 car collisions with trams, with most incidents caused by driver error on the motorist’s side.
- 10.5.2 Drivers are being asked to be more aware of their surroundings when sharing road space with trams, particularly at junctions and level crossings. The footage of each of the three collisions released by TfGM shows drivers of cars and heavy goods vehicles pulling ahead of oncoming trams before the tram driver can react. These poor driving habits can put the driver, tram driver and passengers at risk of serious injury, and can have a wider impact on the Metrolink network and adversely affect the travelling public.
- 10.5.3 Collisions also cause a significant financial impact to both Metrolink and motorists. Metrolink incurred repair costs of £1.4 million between April and December 2022, which is mostly being recovered through motorists’ insurance.

10.6 Whitefield Tunnel Temporary Beam Support Installation

- 10.6.1 KeolisAmey Metrolink are planning to carry out repairs to Whitefield Metrolink Tunnel in summer 2023, following the previous discovery of a defective beam during a scheduled inspection of Metrolink assets. In preparation for the eventual tunnel repair work, KeolisAmey Metrolink’s contractor, USL Ekspan, will be installing temporary beam support at the tunnel.
- 10.6.2 The temporary beam support installation is planned to take place from approximately 1.30am on the morning of Saturday 18 February and continue until approximately 4.40am on the morning of Monday 20 February. To allow the work to take place safely and minimise the overall duration of the impact, the work will require:
- A partial closure of the Bury Metrolink line between Bury tram stop and Crumpsall tram stop during the course of the temporary beam support installation
 - Continuous working throughout this period which may be noisy at times
 - A lane closure of the left turn from Church Lane onto Bury New Road
 - The closure of a section of road at the bottom of Bank Street
- 10.6.3 To mitigate the impact on residents, local businesses and highway users, alternative access to Bank Street will remain open from the top of the street, signed diversions will be in place, noisier work is scheduled to take place during the daytime, and noise control measures such as acoustic blankets will be employed. Residents and local businesses will be notified of the works in advance via letter and local ward councillors via email.

- 10.6.4 To mitigate the impact on Metrolink customers, a Metrolink replacement bus service will be in operation for impacted stops and customer information will be available through on-stop passenger announcements, passenger information displays, posters, and customer service representatives, as well as customer social media posts and webpage updates.
- 10.6.5 The full Bury Metrolink line and the impacted local highways are planned to re-open from 04:40am on the morning of Monday 20 February following the completion of the works.
- 10.7 **School streets – Bury**
- 10.7.1 As part of a joint initiative between the Guardian Angels Primary School, Bury Council, Living Streets and Transport for Greater Manchester, Bury's first 'School Street' has opened.
- 10.7.2 School Street schemes close the road to certain vehicles for short periods during peak drop-off and pick-up times (i.e., 8.00am-8.45am and 2.15pm-3.30pm) to create a traffic free environment and help keep pupils safe and encourage them to walk or cycle to school. Marshals put out signs, cones and barriers to stop nonresidents driving through the area, while residents and businesses on the street can continue to use the road if they drive at a walking pace and they show a valid permit.
- 10.7.3 A second Bury school, Chesham Primary, has also agreed to implement a 'School Street' at a date to be confirmed later this year.

11 Recycle for Greater Manchester (R4GM) Update

11.1 Paper and Card

- 11.2 The paper and card campaign aimed at tackling the level of high contamination in the paper and card bins in Whitefield and Radcliffe has now completed. 272 households from 2 collection rounds have been identified, who despite several interventions, persistently contaminate the paper and card recycling bin. Four distinct behaviour patterns have been identified. These are:

- residents who use their paper and card bin as a second general waste bin
- residents who try to do the right thing but don't separate the cardboard from the other packaging (e.g., not removing the inner plastic bag from a cardboard cereal box)
- residents who mistakenly think they can recycle paper tissues and kitchen roll.
- residents who place takeaway containers in the paper and card bin that still have food and plastic packaging in them.

- 11.3 The team are continuing to work with colleagues in Bury Council to tackle these distinct issues across the borough through a mixture of communications and engagement activities.

11.4 Food Waste Action Week 2023

- 11.5 We supported WRAP's third annual Food Waste Action Week, which took place between 6th-12th March. This year's theme was 'Win. Don't bin.', encouraging residents to save money and the planet by making the most of their leftovers. As well as promoting the official WRAP graphics, bespoke adverts have also been created that link food waste to the cost-of-living crisis and provide guidance to residents on how to maximise the value of food by buying, storing and cooking it properly. Throughout the week the adverts appeared on digital advertising, out of home advertising and in the Metro newspaper. The R4GM team took part in several engagement activities throughout the week, including a stall at Bury Market on Friday 10th March, where the team talked to residents about how to make the most of their food, reduce waste and save money.
- 11.6 **Additional Campaign Activity**
- 11.7 Compost Week UK runs from March 13th-19th. During this week, residents will be reminded of the benefits of home composting as well as the home compost bin offer available via the Get Composting website. Greater Manchester residents can get £10 off a bin plus free postage and packaging. A social media toolkit has been provided to districts communications officers and the offer is being promoted on the Recycle for Greater Manchester website and social media channels.
- 11.8 Following Compost Week is the first Greater Manchester Repair Week (20th to 26th March). This is based on London Repair Week, which our colleagues at ReLondon have run since 2021. As well as bespoke Repair Week events at our Renew Hub in Trafford Park, we'll be sharing tips and hints on our website and social media channels which encourage residents across Greater Manchester to consider repair as an option before binning items which could be fixed.
- 11.9 **Community Fund**
- 11.10 Recycle for Greater Manchester's Community Fund is back for 2023. Local groups from across Greater Manchester can apply for up to £10,000 to support projects which prevent, reuse, or recycle household waste, and promote the sustainable use of waste and resources. The project is funded by our three Renew shops and eBay store which have allowed us to support 46 projects since the fund's launch in 2021.
- 11.11 Projects that have been funded in previous years include those tackling issues of food poverty, electrical recycling and reusing textiles. The fund is open to community groups, schools, charities, voluntary and faith organisations and launches on Monday 3rd April.
- 11.12 3 groups from Bury have been funded so far, they include the Big Fandango project which runs workshops twice a week to combat loneliness and isolation through upcycling, craft and upholstery classes.
- 11.13 Community Buds is helping to create a community space through people's waste. They are focussed on bringing members of the community out of

isolation and helping them to overcome mental health barriers through workshops teaching new skills and developing a community garden. The Sunnywood project also received funding of £10,000 to engage families and disadvantaged young people in wellbeing conservation workshops. They are a non-profit arts and nature education provider and outdoor events organiser.

11.14 **Recycling Centre Rates**

11.15 **December 2022**

Site	Month (%)	Year to date
Cemetery Rd, Radcliffe	42%	52%
Every St, Fernhill	44%	52%

11.16

12 **Recommendation**

- 25.1 That Council note the updates from the Greater Manchester Combined Authority, Transport for Greater Manchester, and Recycle for Greater Manchester, with further updates to be presented to future Council meetings.

List of Background Papers:-

None identified

Contact Details:-

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Executive Policy and Research Advisor
j.mulvaney@bury.gov.uk
0161 253 5105

GMCA QUESTIONS

1. WHAT ACTION CAN TFGM TAKE TO HOLD THE FAILING TRAIN COMPANIES TO ACCOUNT? HAS THERE BEEN AN ECONOMIC IMPACT ASSESSMENT MADE OF THEIR COMPLETE FAILURE TO RUN THE NETWORK TO A HIGH STANDARD? **COUNCILLOR NOEL BAYLEY**

Councillor Peel/A Quinn to answer.

Work by TfN estimated that the poor performance of Transpennine Express and Northern services is leading to a cost to individuals and businesses in the North of around £420m per year. This primarily considered the monetised cost of being delayed, lost revenue from people choosing not to travel by rail in future, and the resulting economic impacts of some of those former rail users travelling instead by more polluting or less safe modes. Further analysis of this work was undertaken by TfGM on the impact to Greater Manchester alone, based upon the proportion of Northern and Transpennine users either starting or ending their journeys within the city region. This equates to a value of around £185m per annum.

TfGM as part of the Rail North Partnership Framework, are looking to establish a NW Regional Business Unit (NWRBU) alongside 12 other local transport authority members (Liverpool City Region, Lancashire County Council, Blackpool, Blackburn with Darwen, Cumbria (representing the soon to be formed Cumberland Council, Westmorland and Furness Council), Cheshire East, Cheshire West and Chester, Warrington Borough Council, Derbyshire, Staffordshire and Stoke-on-Trent). The NWRBU will act as a key adviser to Transport for the North (TfN) and the Rail North Partnership (RNP) to help them execute their statutory duties including on rail infrastructure projects, train service specification/operations, fares and ticketing, stations, rolling stock and decarbonisation and inputting at various stages of the contract management process with rail operators. Although this will not immediately help fix the problems the rail industry are currently facing, it is designed to help work collaboratively with Northern Trains Limited (NTL) and Transpennine Express (TPE) to develop improved ways of working and represent 'one voice' for the North-West.

TfGM are currently leading the mobilisation of the NWRBU on behalf on the 12 LTAs, RNP, TfN and wider rail industry, sign-off to proceed with the mobilisation was granted by the Rail North Committee early March, and it remains our ambitions for the NWRBU to be 'stood up' by July 2023.

As well as the establishment of the NWRBU, TfGM officers are also working with industry and Great British Railway's Transition Team (GBRTT) to establish a GM-GBR Partnership and GM Rail Board, which will transform the way GM interacts with the rail industry going forwards. The partnership and the GM Rail Board will act as the mechanism to help senior leaders deliver the outcomes of integrating Rail into GM's Bee Network by 2030. This includes delivery of PAYG infrastructure to join up Metrolink and Bus, a commitment to Bee Network co-branding and a GM-wide partnership between GMCA and Network Rail (GBR once formally stood up) to support opportunities for regeneration and commercial and housing development in and around stations.

2. HOW DOES KNIFE CRIME IN BURY COMPARE TO THE REST OF GREATER MANCHESTER? **COUNCILLOR McBriar**

Councillor Gold to answer.

Bury is consistently one of the lowest districts in GMP for knife crime, despite having the third highest retail and town centre footfall in the region. Between January 2022 and January 2023, Bury ranked 2nd lowest of the 10 Greater Manchester localities in terms of number of knife related crimes and 3rd lowest in the terms of rate of reported knife crime incidents.

The number of reported knife related crimes in Bury in 2022 were down 23.8% from 2021.

Whilst this is positive we know that one knife-enabled crime is too many. The Tackling Crime and ASB sub-group of the Community Safety Partnership, and the CSP itself at it's meeting earlier in March, review data and insight in relation to knife enabled crime and the partnership prevention, early intervention and enforcement activity taking place to reduce harm and make Bury a safe place to live, study, work and visit.

Examples of the activity this includes:

- Development of a Knife Crime Problem Profile ahead of developing a partnership Serious Violence Strategic Needs Assessment for Bury.
 - Operation Heartbeat in Bury Town Centre, and Operation Saturn across the Borough as part of targeted proactive policing and local partnership activity including joint patrols between GMP, Bury Council, Travelsafe and the local colleges to reduce crime and provide community reassurance.
 - Through Heartbeat and Saturn during the last twelve months there have been the deployment of knife arches on the transport network;, 650 stop-searches undertaken, over 200 arrests and 40 knives seized
 - Detached Youth Outreach activity including linking individuals into positive diversionary activity. In Bury East this includes an alliance of partners through the Violence Reduction Unit, including Bury Defence Academy and Friends of Hazelwood High.
 - Knife crime awareness inputs/ sessions with community groups
 - Knife crime awareness sessions with local schools through routine school engagement and targeted sessions with Violence Reduction colleagues. Similar activity with Bury College – indeed, a workshop is taking place with students there tomorrow morning (Thursday 22nd March)
 - Improved radio communication network between The Rock, The Millgate and Bradley Fold, in addition to proactive identification of activity through enhanced connectivity with the CCTV control room to notify colleagues of suspicious activity.
3. WHAT IS THE EXPLANATION FOR THE COST A SINGLE TICKET FROM FROM BESSES O'TH BARN BEING NEARLY DOUBLE ON THE BUS WHEN THE TRAMLINE IS CLOSED? **COUNCILLOR JACKIE HARRIS**

Councillor Peel/A Quinn

We have never charged a bus fare for a replacement service – it is treated as the price of the mode the customer was intending to travel on. If we were to look at anything different, we could find ourselves needing to refund contactless customers for example, who may not have reached their cap if charged £2 rather than the Metrolink fare.

4. WHAT WILL THE BENEFITS BE TO THE PEOPLE OF BURY IN RELATION TO THE PROPOSED GREATER MANCHESTER TRAILBLAZER DEVOLUTION DEAL?
COUNCILLOR ROGER BROWN

Councillor E O'Brien to answer.

The devolution deal represents the biggest step forward in devolution since the original deal was struck many years ago. It is a recognition that power and resources are best placed as near to those to which they should be serving. The main benefits for the people of Bury include skills and employment, housing and regeneration, transport, the environment and culture – all of which are priorities in our LET'S strategy. The deal also helps us to plan ahead as we will have a single financial settlement.

We've already seen through the original devolution deal more money flowing into Bury and being spent on things such as improving walking and cycling routes; and supporting our local businesses.

Bury will benefit from a reformed and simplified education system which is more closely aligned to what Bury businesses need and in turn Bury's young people will benefit by having opportunities to access good jobs. Bury College will receive a provisional allocation of £2,061,164 during 2023/24 to support further education, and the Council will receive £1,422,905 to deliver adult education. This investment supports our vision for faster economic growth than the national average, with lower than national average levels of deprivation.

There will be a new rail partnership to support the integration of rail into the Bee Network, including full fare and ticketing through bus, Metrolink and rail.

The extra £150m in brownfield funding will help deliver thousands of homes on brownfield land and there will be greater powers under the Greater Manchester Good Landlord Charter to raise standards in the social and private rented sectors.

There will always be more we would like to see be devolved, but there is plenty in this deal to help us improve the lives of residents in Bury and across Greater Manchester.

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A MOTION HAD BEEN RECEIVED AND SET IN THE SUMMONS IN THE NAMES OF:

COUNCILLORS S. ARIF, BERNSTEIN, BROWN, DEAN, GARTSIDE, HARRIS, LANCASTER, HUSSAIN, JONES, McBRIAR, RYDEHEARD, VERNON

This Council are keen to do all in its power to make the Borough a first choice for people to live in, for businesses to invest in and for children and young people to be educated in. As part of this approach the Council are determined to eradicate as far as possible any form of anti-social behaviour that could impact on this strategic vision.

While the more serious criminal behaviour such as knife crime will understandably receive more financial resources and multi-agency responses some of the perceived less serious though still challenging behaviours such as flytipping, noise and drug activity require robust responses to send a clear message that this Borough has a zero tolerance for all such behaviour that blights our neighbourhoods.

This Council resolves to;

Delete:

Identify the level of such activity within each Neighbourhood Hub

Add:

1. Ensure an ongoing review of the level and nature of ASB activity within each neighbourhood.

Delete:

Call for a Bury Team Event to be held as a priority to discuss this matter with all partners with a view to creating an action plan to eradicate these issues

2. Hold a Team Bury event as a priority on ASB in order to:

A. Discuss how Team Bury partners can contribute to combating ASB and

B. Feed back Team Bury partners' comments on tackling ASB to the Community Safety Partnership

Delete:

To include in the Community Strategic Plan definite actions by which the Council and its Partners will be measured by in their contribution to reductions in anti-social behaviour

Add:

3. Ensure that measurable activities and outcomes are included in the CSP delivery plan on tackling ASB.

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No Bury Child Should Go Hungry

This Council believes that the best way of stopping children going hungry is to lift them and their families out of poverty.

ADD:

AN IMPORTANT CONTRIBUTION TO ACHIEVE THIS IS TO ENCOURAGE THOSE FAMILIES WHO ARE ABLE AND WHO HAVE PARENTAL RESPONSIBILITY AND CURRENTLY ARE NOT EMPLOYED TO DO ALL THEY CAN TO FIND SUITABLE EMPLOYMENT WHICH CAN HELP MAXIMISE THEIR PERSONAL ASPIRATIONS TO GIVE THEIR CHILDREN THE BEST OPPORTUNITIES IN LIFE.

This Council notes that according to research from the Food Foundation thinktank:

- 1) The number of UK children in food poverty has nearly doubled in the last year to almost 4 million.
- 2) More than one in five (22%) of households reported skipping meals, going hungry or not eating for a whole day in January, up from 12% at the equivalent point in 2022.
- 3) Polling showed increased backing for expanding free school meals in England. Eight out of 10 people (80%) polled said they favoured extending free school meal eligibility to all children in households receiving universal credit, up from 72% in October.

It further notes that:

- 1) Bury's current Healthy Start voucher uptake is only 64%, with only 1228 out of 1922 eligible beneficiaries currently accessing this scheme.
- 2) Between 1 April 2021 and 31 March 2022, food banks in the Trussell Trust's UK wide network distributed over 2.1 million emergency food parcels to people in crisis. This is an increase of 14% compared to the same period in 2019/20. 832,000 of these parcels went to children.
- 3) The Trussell Trust have stated that "hunger in the UK isn't about food, it's about a lack of income." They identified the main drivers of food bank use in their network as:
 - a) Problems with the benefits system (delays, inadequacy and reductions)
 - b) Challenging life experiences or ill-health
 - c) Lack of informal or formal support

4) THERE ARE A SIGNIFICANT NUMBER OF JOB VACANCIES FOR PEOPLE TO FILL AND NOTES THE SIGNIFICANT ASSISTANCE OFFERED BY THE CHANCELLOR OF THE EXCHEQUER IN HIS SPRING BUDGET TO ASSIST MORE HELP FOR PEOPLE TO GET INTO WORK AND THE BOOST TO INCREASE FREE CHILDCARE.

This Council resolves to:

- 1) Work with families and partners to alleviate children going hungry.
- 2) Endorse the Feeding Britain campaign to introduce automatic registration for the Healthy Start voucher scheme for all eligible families and do more to promote the scheme locally.
- 3) Continue to support maximising income for families through Money Advice Referral Tools (MARTs), widen awareness for those "just about managing" families of local initiatives and make all Bury residents aware of all support that they would be eligible for and benefit from.
- 4) Make sure children and young people's voices are heard more in the decision-making processes of the Council.

- 5) Encourage “grow your own” initiatives where community groups, schools and volunteers can help promote sustainable food production.
- 6) For all Elected Members to take on the responsibility of enabling all children to thrive in Bury and ensure no child goes hungry.

ADD

- 7) Write to the government to thank them for providing over £3 million for this year, as a continuation of the household support fund, that can be utilised for free school meals.
- 8) That the Council within its anti-poverty strategy encourage those who are eligible and not claiming benefits to do so.

iii) No Bury Child Should Go Hungry

A motion had been received and set in the summons in the names of:

Councillors: A. Arif, N Bayley, C Boles, N Boroda, C Cummins, U Farooq, E FitzGerald, N Frith, R Gold, D Green, J Grimshaw, S Haroon, M Hayes, G McGill, C Morris, E Moss, E O'Brien, K Peel, T Pilkington, A Quinn, D Quinn, T Rafiq, I Rizvi, L Smith, T Tariq, S Thorpe, S Walmsley, and M Whitby.

This Council believes that the best way of stopping children going hungry is to lift them and their families out of poverty.

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 - a) Problems with the benefits system (delays, inadequacy and reductions)
 - b) Challenging life experiences or ill-health
 - c) Lack of informal or formal support

This Council resolves to:

- 1) Work with families and partners to alleviate children going hungry.
- 2) **ADD**
Use local sources of information to identify areas of high need within Bury and listen to feedback from volunteers who are involved in offering the services to help residents and lift families out of poverty.
- 3) Support the continued free school meals offer in school holidays for those who need it and lobby the Government to extend free school meal eligibility to all children in households receiving universal credit.
- 4) ~~Endorse the Feeding Britain campaign to introduce automatic registration for the Healthy Start voucher scheme for all eligible families and do more to promote the scheme locally.~~
ADD:
Look at ways of supporting local food banks and food pantries/clubs to help them carry on the fantastic work they are doing in our communities.
- 5) ~~Support the Labour Party's Pledge to support the introduction of fully funded breakfast clubs for every primary school children in England.~~

- 6) Write to both Bury MPs requesting they support the changes in 2), 3) and 5) and lobby Ministers on our behalf in favour of them.
- 7) Continue to support maximising income for families through Money Advice Referral Tools (MARTs), widen awareness for those “just about managing” families of local initiatives and make all Bury residents aware of all support that they would be eligible for and benefit from.
- 8) Engage with food businesses across the borough to improve access to healthy affordable food.
- 9) ~~Make sure children and young people’s voices are heard more in the decision-making processes of the Council.~~
ADD
Ensure voices of residents of all ages including children and young people are listened to when discussing ways of helping families out of poverty.
- 10) ~~Encourage~~ Look at ways of promoting and funding “grow your own” initiatives where community groups, schools and volunteers can help promote sustainable food production.
- 11) ~~For all Elected Members to take on the responsibility of enabling all children to thrive in Bury and ensure no child goes hungry.~~ Fully engage all elected members from all parties in looking at ways of enabling all children to thrive in Bury.

	<p>Correspondence to all households about the new requirements Targeted communication to those most likely not to have accepted identification</p> <p>Engagement with schools and colleges encouraging younger people to register to vote</p>		<p>A comprehensive awareness campaign around the implementation of voter ID has now started.</p> <p>The electoral commission have identified five key groups who may be more impacted by the implementation of voter ID:</p> <ul style="list-style-type: none"> • Disabled people • Older people • People experiencing homelessness • Anonymous voters • Gypsy, Roma and traveller communities <p>Bury Council have also identified an additional three local key groups which will have targeted engagement:</p> <ul style="list-style-type: none"> • Muslim community • Jewish community • Young people <p>As well as targeted communications for the above key groups, we are also:</p> <ul style="list-style-type: none"> • Social media campaign • Press releases • Insert with Council Tax letters • Household letter • Stand in reception
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			<ul style="list-style-type: none"> • Information in libraries and leisure centres • Information in GP surgeries <ul style="list-style-type: none"> • Information on screens • Leaflets • Community Groups <ul style="list-style-type: none"> • ADAB • Supporting Sisters • Bury Defence Academy
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