

AGENDA FOR CABINET



Contact: Chloe Ashworth
Direct Line: 0161 253 5132
E-mail: c.ashworth@bury.gov.uk
Web Site: www.bury.gov.uk

To: All Members of Cabinet

Councillors : E O'Brien (Leader and Cabinet Member, Strategic Growth) (Chair), C Cummins (Cabinet Member, Housing Services), C Morris (Cabinet Member, Culture, Economy & Skills), A Quinn (Cabinet Member, Environment, Climate Change and Operations), T Rafiq (Cabinet Member, Corporate Affairs and HR), L Smith (Deputy Leader and Cabinet Member, Children and Young People), T Tariq (Deputy Leader and Cabinet Member, Health and Wellbeing), S Thorpe (Cabinet Member, Finance and Transformation) and S Walmsley (Cabinet Member, Communities and Inclusion)

Dear Member/Colleague

Cabinet

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

| | |
|-----------------------------|---|
| Date: | Wednesday, 4 September 2024 |
| Place: | Council Chamber, Bury Town Hall |
| Time: | 6.00 pm |
| Briefing Facilities: | If Opposition Members and Co-opted Members require briefing on any particular item on the Agenda, the appropriate Director/Senior Officer originating the related report should be contacted. |
| Notes: | |

AGENDA

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTEREST

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

3 PUBLIC QUESTION TIME

Questions are invited from members of the public about the work of the Cabinet.

Notice of any question must be given to Democratic Services by midday on Monday, 02nd September. Approximately 30 minutes will be set aside for Public Question Time, if required.

4 MEMBER QUESTION TIME

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

Notice of any Member question must be given to the Monitoring Officer by midday Friday 30th August.

5 MINUTES *(Pages 5 - 22)*

Minutes from the meeting held on 16th July 2024 are attached.

6 HEALTH AND SAFETY ANNUAL REPORT *(Pages 23 - 102)*

Report from the Cabinet Member for Corporate Affairs and HR attached.

7 ADULT SOCIAL CARE PERFORMANCE QUARTER ONE REPORT 2024/25 *(Pages 103 - 126)*

Report of the Cabinet Member for Health and Wellbeing attached.

8 HOUSING ALLOCATION POLICY *(Pages 127 - 156)*

Report of the Cabinet Member for Housing Services attached.

9 UPDATE ON THE ALPD (ACCELERATED LAND AND PROPERTY DISPOSALS) - PART A *(Pages 157 - 180)*

Report of the Leader and Cabinet Member for Strategic Growth attached.

10 OBJECTIONS TO THE PROPOSED DISPOSAL OF PUBLIC OPEN SPACE – LAND OFF MANCHESTER ROAD/RADCLIFFE ROAD, BURY *(Pages 181 - 218)*

Report of the Leader and Cabinet Member for Strategic Growth attached.

11 NEIGHBOURHOOD HOUSING SUPPORT SERVICES - PART A *(Pages 219 - 228)*

Report of Deputy Leader, Cabinet Member for Adult Care, Health and Wellbeing / Cabinet Member for Housing Services attached.

12 CORPORATE PARENTING - ANNUAL FOSTERING REPORT *(Pages 229 - 248)*

Report of the Cabinet Member for Children and Young People attached.

13 CORPORATE PARENTING STRATEGY *(Pages 249 - 282)*

Report of Deputy Leader and Cabinet Member for Children and Young People attached.

14 BURY LOCAL AREA SEND RESPONSE TO LOCAL AREA INSPECTION *(Pages 283 - 296)*

Report from the Cabinet Member Children and Young People is attached.

15 TREASURY MANAGEMENT *(Pages 297 - 314)*

Report of the Cabinet Member for Finance and Transformation attached.

16 APPOINTMENTS UPDATE *(Pages 315 - 318)*

Report from the Cabinet Member for Corporate Affairs and HR attached.

17 MINUTES OF ASSOCIATION OF GREATER MANCHESTER AUTHORITIES / GREATER MANCHESTER COMBINED AUTHORITY *(Pages 319 - 332)*

To consider the minutes of meetings of the AGMA Executive Board and Greater Manchester Combined Authority held on 14th June 2024.

18 URGENT BUSINESS

Any other business which by reason of special circumstances the Chair agrees may be considered as a matter of urgency.

19 EXCLUSION OF PRESS AND PUBLIC

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

20 UPDATE ON THE ALPD (ACCELERATED LAND AND PROPERTY DISPOSALS) - PART B *(Pages 333 - 338)*

Report from Leader and Cabinet Member for Strategic Growth attached.

21 **NEIGHBOURHOOD HOUSING SUPPORT SERVICES - PART B** *(Pages 339 - 342)*

Report of Deputy Leader, Cabinet Member for Adult Care, Health and Wellbeing / Cabinet Member for Housing Services attached.

Minutes of: CABINET

Date of Meeting: 16 July 2024

Present: Councillor E O'Brien (in the Chair)
Councillors C Cummins, A Quinn, T Rafiq, L Smith, T Tariq,
S Thorpe and S Walmsley

Also in attendance: Councillors R Burnstein and M Smith
Lynne Ridsdale, Chief Executive, Jacqui Dennis, Executive
Director of Law and Democratic Services, Kate Waterhouse,
Executive Director, Strategy and Transformation, Jeanette
Richards, Executive Director Children and Young People, Will
Blandamer, Executive Director Health and Adult Care, Paul
Lakin, Executive Director Place, Rachel Stirk, Service Manager
(Education), Stephen Holden, Interim Director of Education and
Skills, Robert Summerfield, Assistant Director of Regeneration
Delivery, Neil Kissock, Director of Finance Phillip Hewitt, Group
Engineer (Street Lighting & Operations), Julie Gallagher, Head
of Governance, and Chloe Ashworth, Democratic Services.

Public Attendance: No members of the public were present at the meeting.

Apologies for Absence: Councillor C Morris

CA.182 APOLOGIES FOR ABSENCE

There were no apologies received.

CA.183 DECLARATIONS OF INTEREST

There were no declarations of interest.

CA.184 PUBLIC QUESTION TIME

There were no public questions.

CA.185 MEMBER QUESTION TIME

There were no Member questions.

CA.186 MINUTES

It was agreed:

That the minutes of the meeting held on 05 June 2024 be approved as a correct record.

CA.187 PRESTWICH FUNDING - PART A

Councillor Eamonn O'Brien, Leader and Cabinet Member for Strategic Growth, presented the report which set out the Prestwich Village Regeneration Scheme that will deliver a comprehensive redevelopment of the Prestwich Village site including the Longfield Centre.

Decision:

Cabinet:

1. Note the progress made with the development of the overall Prestwich Village Regeneration scheme (the Scheme).
2. Approved the recommended legal structure and procurement strategy for the appointment of the developer for the Scheme and appointment of a contractor for delivery of Phase 1 of the Scheme as set out in the Part B report.
3. Approved the commencement of a procurement process by the Council for the delivery of Phase 1A (Travel Hub) of the Scheme in accordance with the legal structure and procurement strategy set out in the Part B report.
4. Approved the funding strategy to fund the delivery of Phase 1A (Travel Hub) to a maximum expenditure figure of £14m from the Council's existing capital programme.
5. Noted the treatment of The Prestwich Regeneration LLP as a contracting authority under the Public Contracts Regulations 2015 in the proposed legal structure and procurement strategy.
6. Delegated authority to the Director of Law & Democratic Services in consultation with the Executive Director of Place and Leader to negotiate and complete detailed legal and procurement agreements associated with the delivery of the Scheme.

Reasons for Recommendation(s)

Legal Structure & Procurement Strategy:

- Cabinet approved the formation of a joint venture company (The Prestwich Regeneration LLP – The JV) with Muse Places Ltd (Muse) on 13th October 2021. This was on the basis that Muse had the benefit of an option agreement over a leasehold interest forming part of the Scheme and not as a consequence of any tendering procedure under the Public Contracts Regulation 2015 (PCR). Muse held an option to purchase the Longfield Centre and the Council relied on the "exclusive rights" exemption in Regulation 32 (2) (b) of the PCR.
- It is now proposed that the Council will appoint The Prestwich Regeneration LLP as developer for the Scheme. The Council will make a direct award to Muse (via the Morgan Sindall Consortium LLP) via the Pagabo Developer Led Framework (Pagabo) and Muse will enter into a sub-Development Agreement with the JV. The JV will subsequently use a PCR compliant procurement route to secure the services of a building contractor for Phase 1 of the Scheme.
- Pagabo was established in 2020 and offers a pre-procured route which enables local authorities to appoint developers directly where pricing is transparent and agreed upfront. Each successful supplier on the framework has already been subject to quality and price competition.

Funding Strategy

- The Prestwich Regeneration LLP's JV Management Board has agreed the principle of the funding approach recommended in this report at the meeting 13th May 2024.

- Funding of the project in line with option one described below is recommended. This utilises existing funding provision within the Council's Capital Programme and Medium-Term Financial Strategy (MTFS) to deliver Phase 1A of the Prestwich Village Regeneration Scheme.
- Option one maintains momentum of delivery and ensures a key enabling phase of the scheme is completed under the published programme; releasing potential for housing growth on the site.
- This strategy ensures the Scheme is 'shovel ready' increasing the attractiveness of the next development phase (Phase 1B) to external funders. It reduces the impact of construction cost inflation and reduces the likelihood that the Council will incur significant asset holding costs at the site.

Alternative options considered and rejected:

- As set out in Part B of the report.

CA.188 BURY MARKET & FLEXI HALL LEVELLING UP SCHEME – ENABLING AND MAIN WORKS CONTRACT - PART A

Councillor Eamonn O'Brien, Leader and Cabinet Member for Strategic Growth, presented the report which advised Cabinet of the Enabling Works and Main Works packages, that in line with the Bury Market & Flexi Hall project programme, will now need to be instructed through the Enabling Works and Main Works Contract.

In response to a Member's query regarding the Levelling-up fund members were assured that no issues are expected to arise due to national political changes. Members were informed that national changes will provide a kick-start to other projects such as the Mill Gate. The Leader assured members that it is no coincidence that two of the levelling up schemes sit in areas with the highest level of deprivation and all will be done to ensure these schemes are delivered.

A member gave praise to the equality duties being considered and raised a point from residents with health conditions and proximity to bathroom facilities. The Cabinet was informed that the Flexi-Hall should alleviate the distance to a bathroom in future and sign posting to the nearest bathroom will be considered in the surrounding infrastructure. Members recognised that the Indoor market is closed and is a place previously used to access these facilities. Robert Summerfield, Assistant Director advised changing places and toilet facilities will be checked.

Decision:

Cabinet:

- Approved the delivery of Enabling Works and Main Works packages to be undertaken by Vinci Construction UK Ltd.
- Agreed the interim tender report recommendation that Vinci Construction UK Ltd undertake the Enabling Works and Main Works packages at the provisional contract sum set out in Part B of this report, and delegate final acceptance of a final contract sum up to a provisional maximum of £25,088,003.87 to the Director of Law and Democratic Services in consultation with the Executive Director of Place and Director of Finance and the Council Leader and Cabinet Member for Strategic Growth.
- Agreed to delegate finalisation and sealing of the Enabling Works and Main Works Contract including any clarifications to the Director of Law and Democratic Services in

consultation with the Executive Director of Place and the Council Leader and Cabinet Member for Strategic Growth.

Reasons for recommendation(s):

- Approval of the Enabling Works package is required for the Bury Market & Flexi Hall project to deliver various preparatory works on site. These works are required to be completed in advance, to ensure the Main Works construction phase can start on time in line with the agreed project programme, associated scheme cash flow and DLUHC Levelling Up grant spend deadline. Approval also extends to the Main Works package for the Bury Market & Flexi Hall project to progress to a construction phase without delay and to avoid jeopardising development delivery and grant funding expenditure obligations. Key considerations within this document have informed the Enabling Works and Main Works contract sum, the scope and methodology for carrying out the associated Enabling Works and Main Works packages and their phasing in line with the agreed project programme and grant funding agreement.

Alternative options considered and rejected:

- Delay instructing the Enabling Works and Main Works Contract: Delaying the starting dates for the Enabling Works and Main Works packages would further delay both the full defrayment of the Levelling Up grant and the overall delivery of the Bury Market & Flexi Hall scheme. In turn this would jeopardise the Council's obligations set out in the MoU as agreed with DLUHC and put at risk the Levelling Up grant monies.
- Any further delay incurred would also erode confidence in the Council's ability to deliver a key strategic priority for Bury which is also critical to supporting the delivery of a number of major, corporate strategies and Team Bury initiatives including the Council's 'Let's Do It' Vision and Strategy, Bury Town Centre Regeneration Masterplan, Bury Town Centre Evening and Night Time Economy Strategy, Bury Economic Strategy, Bury Interchange redevelopment and the Millgate Strategic Regeneration Framework, amongst others.
- Further delays to starting the Enabling Works and Main Works would also incur significant additional costs to the Council, including build cost inflation due to further scheme prolongation, and additional professional fees, including the Council's external professional team. Delays may also incur potential additional contractor preliminary costs that might feasibly be requested under the terms of the existing PCSA contract (the prelim rate currently stands at circa £8.1k per week).
- On top of these costs, the Council would also incur additional, consequential costs in respect to extra rents and service charges that it will have to pay regarding the temporary accommodation that houses the Bury Market service (12 Princess Parade). The Council would also have to pay additional business rates charges in respect to those properties (Nos 2 – 10 Princess Parade) which it has already acquired in readiness for demolition and on whose cleared site the footprint of the new Flexi Hall will be constructed.
- Furthermore, delays to instructing the Enabling Works and Main Works Contract could mean that subcontractor prices expire with the resulting risk that the overall tender price increases in line with market fluctuations at the time. In this regard, the tendered price is fixed until the anticipated date of a Cabinet approval decision (July 2024) but any delays beyond this date will risk the tender price increasing because Vinci's supply chain cannot fix prices for a longer period.

Councillor Clare Cummins, Cabinet Member for Housing Services, presented the report which set out a summary of the Buy Back & Acquisitions Policy & Procedures, which will support the Council to purchase residential dwellings in private ownership and convert them into social and affordable housing, to help meet housing needs in the borough and reduce homelessness.

All potential acquisitions will be subject to a pre-acquisition suitability assessment and robust financial appraisal. Properties acquired under this policy will be refurbished to decent homes standards as required, added to the housing stock and allocated to eligible applicants on the Council's housing waiting lists at a social or affordable rent capped at local housing allowance rates where appropriate, to ensure affordability.

The Council has recently purchased two properties applying the methods detailed within the new policy, and a further four acquisitions are currently being assessed.

In response to a Member's query regarding the Council having the funds for the acquisitions of properties, Cabinet was advised that there are available funds within the HRA Budget and on occasion Section 106 monies can also be used. In addition the Leader reminded Cabinet that any sales above £250,000 will be required to be considered through the Cabinet decision making process.

When questioned regarding the feasibility of competing in a competitive market members were assured that there is a need for the properties and new building take a considerable amount of time in comparison to a sale of a property.

Decision:

Cabinet:

1. Agreed to adopt the Buy Back & Acquisitions Policy & Procedures.
2. Noted that in line with the constitution the approval of all acquisitions with a value up to £250,000 in association with this policy will be delegated to the Executive Director of Finance, in conjunction with the Director of Housing. Acquisitions with a value in excess of £250,000 will require Cabinet approval in accordance with the Council's constitution.

Reasons for recommendation(s):

- There is a continuing shortage of social and affordable housing in the borough and this policy will help to address the deficit. It provides a legislative framework to support a range of property acquisitions under a single procedure, to ensure a consistent approach across the Council. This will enable effective governance, resource planning and monitoring.

Alternative options considered and rejected:

1. Do nothing: This option has been rejected as the Council would not have a reliable framework in place for the acquisition of residential property.
2. Update the Council's Right to Buy, Buy Back Policy 2016: This option has been rejected as this policy dealt exclusively with the re-purchase of property that had previously been sold under the Right to Buy legislation, and did not make provision for the broader range of acquisitions detailed within the new policy

Councillor Clare Cummins, Cabinet Member for Housing Services, presented the report which outlined that a review of the capital works programme has been quickly undertaken to ensure compliance with regulatory standards and in recognition of the backlog of work that has been identified during the transfer process of Six Town Housing's principal responsibilities.

The programme saw a large volume of council owned properties given necessary adaptations and the housing stock has been improved. Trying to keep people well at home often means changes to the property and is a welcome part of the report.

In response to a members query regarding the reports reference to historical process errors, members were advised that these issues have not had financial issues.

Decision:

Cabinet:

- Acknowledged the proposed Capital Programme to be funded within the HRA, estimated at £19,841,760 and recommends to Council that it be approved.
- Subject to Council approval, authorised external competitive procurement to be commenced in respect of the respective schemes identified within the Capital Programme on a compliant basis in accordance with the Public Contracts Regulations 2015 and the Council's Contract Procedure Rules 2022.
- Requested reports back on the individual schemes with recommendations as to contract awards at the conclusion of the respective procurement processes.
- Noted that whilst the target completion date for the respective contract works is the end of the current financial year, the duration of some contracts and the associated expenditure will run into 2025/26 and that further updates will be provided to Cabinet as part of the Budget reporting process.
- Approved payments to Green Grants Install Limited for decarbonisation works under the Social Housing Decarbonisation Fund (SHDF) Wave 1 and 2 programmes grant funded by the GMCA and delegates to the Director of Law and Governance authority to facilitate the necessary contractual arrangements.

Reasons for recommendations:

- To enable work to the Council's housing stock to be undertaken.
- A requirement of the Regulator of Social Housing is to have "accurate, up to date and evidenced understanding of the condition of homes that reliably informs their provision of good quality, well maintained and safe homes for tenants.". The 2024/25 programme of work has been developed to address this need.

Alternative options considered and rejected:

- This is an asset led programme, undertaking work where it is needed and not geographically based. The focus for the 2024/25 is on dealing with long standing issues, delayed projects, and backlogs to ensure compliance with regulatory standards. To ensure an improved approach to longer term planning from 2025/26 onwards, including the introduction of a cyclical painting and repairs programme, a full stock condition survey is currently being completed.

CA.191 PRU PHASE 2 WHITEFIELD CENTRE - PART A

Councillor Lucy Smith, Deputy Leader and Cabinet Member for Children and Young People, presented the report which requested Cabinet approval of the project sum for works in relation

to the Pupil Referral Unit, following conclusion of the tender exercise, and specifically in relation to the PRU's Whitefield Centre building. These are phase 2 of works following the relocation of the main PRU building from Spring Lane to the New Kershaw Centre.

A member requested that there is ongoing consultation with residents in the local area throughout the process and highlighted a known query in relation to the site entrance which is currently being looked into.

Decision:

Cabinet:

- Approved the project sum value, the extent of works and programme detailed within part B of this report.
- Delegate authority to the Executive Director of Education in consultation with the Director of Law and Governance to negotiate and execute the building contract.

Reasons for recommendation(s):

- Approval of the works is required in order for the Whitefield Centre project to progress to manufacture and construction phase. Key considerations within this document have informed both the scope and the methodology for carrying out the works as proposed.

Alternative options considered and rejected:

- Delay instructing the contract: This would delay overall Whitefield Centre completion date by two months as Cabinet approval cannot be sourced in the August cycle. This would prevent the school from receiving the additional intake of pupils in and they would have to be housed in alternative provision outside the Borough of Bury. This would also push the works into the winter months, potentially extending the duration on site and associated costs of construction.
- Seek an alternative solution for the contract: The Council have considered alternative options to deliver the additional accommodation within the timescales provided. This included use of other Council owned property, and the use of modular accommodation on the existing site, partial reconfiguration only. No other Council owned property could meet the needs of the school within the available timescale. Partial reconfiguration would not provide the classroom accommodation the school requires and there was insufficient space within the school to site modular accommodation or extend. A split site was also discounted as the school would not have the staffing and safeguarding arrangement available to accommodate this. None of alternative options explored where able to deliver the additional accommodation with the available timescales.

CA.192 OBJECTIONS TO THE PROPOSED DISPOSAL OF PUBLIC OPEN SPACE - LAND OFF MANCHESTER ROAD/RADCLIFFE ROAD, BURY

The Leader and Cabinet Member for Strategic Growth proposed that the 'Objections to the proposed disposal of Public Open Space' report be deferred until the next meeting of the Cabinet on the 04th September 2024.

Decision:

Cabinet:

- Agreed that the report be deferred until the next meeting of the Cabinet on the 04th September 2024.

CA.193 SIX TOWN HOUSING BOARD GOVERNANCE

Councillor Clare Cummins, Cabinet Member for Housing Services, presented the report which consists of two parts seeking approval for the necessary post transition actions and transactions to complete arrangements for Six Town Housing to continue its reduced social housing activities after it ceased to be the Council's ALMO.

Part 1 explains and recommends approval for

- the revision and amendment of the Six Town Housing (STH) Articles of Association to provide the governance arrangements for delivery of its reduced activities following the termination of its ALMO role on 31st January 2024 and;
- recommends appointment of a new Chair of the newly composed Six Town Housing Board.

Part 2 explains and recommends approval of:

- A new Intra-Group Agreement (IGA) with STH to govern and record the corporate relationship between the Council and the Company. To provide assurance to STH and the Regulator that the Council will support STH to deliver and protect its social housing and not impede STHs compliance with the Regulators Regulatory Standards

Decision:

Cabinet:

- note reasons, power, and process for the Council to amend STH Articles of Association and appoint new Chair.
- To approve the Sole Member (Council) Special Resolution amending Articles of Association and appointing the new Chair.
- To delegate to the Cabinet Member for Housing Services the signing of the Sole Member Special Resolution to give effect to the Resolution as appended to this report.
- Delegate to the Monitoring Office the notifying of Companies House and the Regulator of Social Housing of the amendments of the Articles of Association.
- To note
 - The background and reasons explaining the need to approve the terms of the following instruments, and approve and direct the completion following instruments with STH:
 - Intra-Group Agreement.
 - Council Services Operation Plans & SLA.
 - Data Processing Agreement
 - Termination & Transition Agreement 1/2/24 minor amendment.
 - delegate to Director of Law and Democratic Services the power to execute each of the above instruments (for later mutual exchange of signed instruments with STH)

Reasons for recommendation(s):

- STH no longer performs the ALMO function for the Council but it continues as an active Private Registered Provider of Social Housing company owning and leasing just 149 social housing homes which it lets and sublets to its own social housing tenants. STH no longer employs staff, is managed solely by its Board, and wholly relies on the Council for services.
- Consequently, STH Articles of Association need changing to provide the governance arrangements appropriate to enable STH to efficiently deliver services to its small number of tenants.
- Furthermore, the Council and STH are advised to enter into the agreements recommended by this Report to ensure compliance with the law, regulatory requirements, and good governance practice so that the restructured STH may continue with its reduced social housing activities relying on the support of the Council.

Alternative options considered and rejected:

- The option to “do nothing” is not appropriate since STH corporate governance arrangements must provide for and align with STHs significantly reduced role and activities. And the additional agreements recommended in this Report shall ensure that both parties act lawfully and compliantly as set out in the body of the report

CA.194 THE ACCEPTANCE OF THE LOWEST TENDER FOR THE REPLACEMENT OF EXISTING STREET LIGHTING LANTERNS WITH LED LANTERNS (PHASE 3) - PART A

Councillor Alan Quinn, Cabinet Member for Environment, Climate Change and Operations, presented the report which requested Cabinet approval to accept the lowest tender submitted for the Replacement of Existing Street Lighting Lanterns with LED Lanterns (Phase 3) by E.ON Energy Solutions Ltd.

In response to a members query in relation to the increase or decrease in brightness of street lights member were informed that this is possible, however, decisions must always be based on public safety over hobbies or other matters.

Decision:

Cabinet:

- Approved the award of a contract to E.ON Energy Solutions Ltd in the sum set out in Part B of this Report.
- Agreed to delegate authority to the Executive Director of Operations in consultation with the Director of Law and Governance to negotiate and execute the contract

Reasons for recommendation(s):

- A mini competition was undertaken, via The Chest, in accordance with the terms of the GMCA Street Lighting Electrical Connections Framework. The Framework includes the provision of electrical connections to street lights (and other associated highway furniture) such as new connections, disconnections and transfers. The Framework is a compliant procurement process under the Public Contracts Regulations 2015.

- Four eligible companies were invited to participate and E.ON submitted the most competitive price

Alternative options considered and rejected:

- The inhouse were considered. However, they do not have the capacity to carry out this work on top of their day-to-day commitments.
- There is the option to do nothing. However, this will not replace old, and expensive to operate/maintain, street lighting lanterns and achieve the energy savings required.

CA.195 TOP PARK, RAMSBOTTOM 3G FOOTBALL PITCH

Councillor Alan Quinn, Cabinet Member for Environment, Climate Change and Operations, presented the report which provided Cabinet with details of a proposed floodlit 3G Football Turf Pitch (FTP) at Top Park Playing Fields in Ramsbottom together with associated improvements to the pavilion and car park. The report also outlined the details of a funding bid submitted to the Football Foundation (FF) as well as seeking approval to the overall funding package including expenditure of approved Council capital match funding.

Members wished to place on record a thanks to Neil Long Assistant Director (Operations) and his team for the work undertaken to secure the pitch.

Decision:

Cabinet:

- Approved the overall 3G scheme package including submission for the Football Foundations 3G Pitch Fund which (subject to grant approval and including match funding) will total £1,422,491.
- Approved to expend the £425,000 capital match funding that is within the Council's approved capital programme.
- Subject to the approval of and receipt of the external grant from the Football Foundation, to award contracts to the successful tenderers detailed in section 6.4 of the report. Any variations of costs due to unforeseen circumstances to be reported through and approved by the Cabinet Member for the Environment.
- Agreed to delegate authority to the Executive Director of Operations in consultation with the Director of Law and Governance to negotiate and execute the final contracts.

Reasons for recommendation(s):

- Development for 3G FTPs is identified as a priority for Council. The Top Park 3G pitch project has been developed in partnership with the County FA, Football Foundation and Ramsbottom United Junior Football Club. The project aims to maximise external funding and utilises approved capital match funding.
- The community engagement has identified that there are limited recreation facilities in Ramsbottom which has contributed to high levels of physical inactivity among young people. The Top Park community offer will create new opportunities for males and

females of all ages and abilities to enjoy recreation football and other physical activities.

- This project will provide a much needed facility for the community of Ramsbottom, supporting the delivery of the Bury North Neighbourhood People and Communities Plan and broader Let's Do It! Strategy of the Borough.

Alternative options considered and rejected:

- A reduced size scheme with a reduced external grant submission. As this would much reduce the outcomes of the project it would be unlikely to attract the external funding.
- Consideration of an alternative site to develop the next 3G FTP within Ramsbottom or elsewhere within the borough. This could take up to 2 years to develop an alternative site proposal with the Football Foundation. Ramsbottom has been identified as a priority by the County FA and Football Foundation.

CA.196 YEAR END/QUARTER FOUR CORPORATE PLAN PERFORMANCE REPORT 2023/24 AND SUBMISSION OF THE PRODUCTIVITY PLAN

Councillor Tahir Rafiq, Cabinet Member for, Corporate Affairs and HR, presented the report on behalf of Councillor Sean Thorpe, Cabinet Member, Finance and Transformation which set out a summary of the full year performance and delivery monitoring report up for the Corporate Plan for 2023/24. It contains updates against the delivery of the priorities set out in the Plan and associated key performance indicators. It also provides details of actions to be carried over into the Corporate Plan for 2024/25.

In addition, the report also contains the proposed Productivity Plan for submission to central government in July for Cabinet approval. In April 2024 letters were sent to all local authorities from the Department for Levelling Up, Housing & Communities (DLUHC) requesting that productivity plans were produced as part of a central government exercise to review productivity across public services. The request does not provide a mandated template however describes a set of four themed questions around transformation and asks that these are considered with view of how public services are run within a system of place-based leadership.

In response to a member query regarding refining the report, members were informed that the presentation of the performance is continually looked at and refined. Members were advised that the Productivity Plan was a request from the former government and was not intended to be a repeated exercise.

Decision:

Cabinet:

- Cabinet noted the year end update on progress against the Corporate Plan 2023/24 and approved the submission and proposed monitoring of the Productivity Plan.

Reasons for recommendation(s):

- This report builds on the feedback on previous Performance Report in terms of the transparency of delivery and performance measures. In addition, the Productivity Plan needs to be agreed with portfolio holders before submission in July 2024.

Alternative options considered and rejected:

- Not applicable.

CA.197 STAR ACADEMY RADCLIFFE – CAPITAL COSTS - PART A

Councillor Lucy Smith, Deputy Leader and Cabinet Member for Children and Young People, presented the report which advised that the DfE has now received confirmed contract costs for the project to construct the new secondary school in Radcliffe, including the access road and junction works, the costs of which fall to the Council.

Discussions took place regarding the process for the building and the Council's commitment in advance of the building being complete.

In response to a member observation regarding the cyclops junction members were assured that the proposed infrastructure of the cyclops junction is welcomed and will help the local community access the building safely, whilst encouraging active travel and road safety by connecting to existing road safety infrastructure.

Decision:

Cabinet:

- Approved the funding of capital costs as set out in Part B of this report,
- Agreed that the cost of the CYCLOPS junction and active travel elements can be met from the Council's Capital Programme

Reasons for recommendation(s):

- To enable confirmation of the Council's commitment to meet its financial obligations enabling the scheme to construct the new school to progress.

Alternative options considered and rejected:

- Confirmation of the Council's commitment to meet its financial obligations are essential to enable delivery of the project to construct the new school.

CA.198 BUDGET UPDATE REPORT

Councillor Sean Thorpe, Cabinet Member, Finance and Transformation, presented the report which set out the following:

- the 2023/24 revenue outturn position.
- the updated Medium-Term Financial Forecast (MTFF) position for 2024/25 to 2026/27.
- the updated Net Budget for 2024/25.
- the final reserves position as at 31 March 2024.
- 2023/24 capital outturn position
- An update on the Finance Improvement Plan

Members were advised there is an overspend of £6.607 million with the direction of travel being downwards with the pressures being primarily in the Children and Young People budget.

In response to a member query regarding dividends from Manchester Airport, members were informed that dividend is not due until 2028. Neil Kissock advised updated information on the matter will inform the Medium Term Financial Strategy and be reported back to Cabinet in September.

Decision:

Cabinet:

- Noted the 2023/24 revenue outturn position of a £6.607m overspend (3.47%) against a net budget of £190.274m.
- Approved the updates to the Medium-Term Financial Forecast (MTFF) for the additional £1.701m Social Care Grant, £22k increase in the Services Grant and an increase to the fees and charges as set in section 21 and Appendix A totalling £444k.
- Noted the updated budget gap of £27.918m, a reduction of £2.167m on the £30.085m budget gap reported at the Budget Council Meeting in February 2024.
- Noted the updated Net Revenue Budget of £224.480m and £1.982m reduction in the use of reserves, from £15.131m to £13.149m.
- Noted the General Fund and Earmarked Reserves balance at 31 March 2024 of £104.389m.
- Noted the overall 2023/24 capital programme outturn position of £52.944m, 70% compared to the overall 2023/24 capital programme budget of £75.475m.
- Approved the in-year capital slippage of £23.419m is transferred into 2024/25.
- Noted the Finance Improvement Plan update.
- Noted the work plan to close the £27.918m budget gap.

Reasons for recommendation(s):

- To note the final financial position for 2023/24 subject to external audit.
- To update members on the Council's budgetary position and set out the work plan to close the budget gap.

Alternative options considered and rejected:

- Not increase fees and charges.

CA.199 RADCLIFFE SCHOOL FUNDING

Councillor Lucy Smith, Deputy Leader and Cabinet Member for Children and Young People, presented the report which outlined that the Cabinet has previously received a number of reports affirming the Council's commitment to the delivery of a new secondary school for Radcliffe by the Department for Education, including approval of the revenue and capital financial obligations on the Council. At Cabinet on the 15th March 2023, cabinet received a report that set out the financial arrangements that included a commitment from the Council to underwrite revenue costs in the event that the school did not recruit to its capacity in each of the first two years of operation, to be funded through the Dedicated Schools Grant (DSG).

The school is currently planning to admit up to its admission number in September 2024, and there will not be a requirement to underwrite places in the first year. However, an unexpected financial risk has also been identified during the preparation of the complex annual return to the Department for Education which allocates the total Dedicated Schools Grant to fund activities specified in the Regulations.

Members raised concerns regarding the need for the report and the issue being missed originally, however the matter has been learnt from and the team now has the expertise to avoid these issues again.

Decision:

Cabinet:

- Recommended that proposals be brought forward as part of the annual Budget process for 2025-26, or earlier, for the establishment and use of a revenue provision sufficient to meet the Council's financial commitments to Star Radcliffe

Reasons for recommendation(s):

- Meeting the Council's commitment to supporting the opening and development of the new secondary school has proven more challenging than was originally envisaged. This is because the General Fund revenue balances and the schools' block of the DSG have, year - on - year, been subject to sustained financial pressure.

Alternative options considered and rejected:

- This report considers the most cost-effective and expedient measures for meeting the Council's commitment to supporting the revenue budget for the new Star Radcliffe for its first five years of operation beginning September 2024. Given that the Council made this commitment some years ago, and in return the DfE is funding the capital cost of the new school, the Council's options at this advanced stage in the process are limited.

CA.200 IMPLEMENTATION OF THE CHILDREN'S SERVICES LEADERSHIP RESTRUCTURE

Councillor Tahir Rafiq, Cabinet Member for Corporate Affairs and HR, presented the report which outlined an update in respect of the restructure of the Children & Young People's Department Senior Management Restructure.

Decision:

Cabinet:

- noted the update on the Children & Young People's Department Senior Management Restructure, including work to implement the new structure following conclusion of staff consultation.
- recommend that Council approve in principle the release of the Strategic Lead (Schools System) and disestablishment of their role following their request for Voluntary Early Retirement with Severance submitted through the consultation process. – This would attract severance costs of £37,409 (which will be met by the Department) and capital costs of £101,325 related to the early release of pension benefits (which will be met centrally by the fund held by the Greater Manchester Pension Fund on behalf of the Council for this purpose). (These costs will vary very slightly dependant on the exact leaving date).
- Agreed to delegate to the Chief Executive, in consultation with the Executive Director of Children and Young People, Director of People & Inclusion and the Cabinet Members for Children's Services and HR and Corporate Affairs, final approval and the specific timing of redundancy linked to the completion of a number of strategic deliverables.
- recommend that Council approve the redesignation and revaluation of one of the two Assistant Director (Regeneration Delivery) roles (Chief Officer Band D, £83,865-£90,992) to Director of Regeneration and Project Delivery (Chief Officer Band E, £93,102 - £101,596) to reflect the transfer of responsibility for Schools' Capital Development to this role and also an expanded remit in relation to housing growth and development following the departure of the former Director of Housing.

Reasons for recommendation(s):

- Following cabinet approval in January 2024, the Children & Young People's Department has undertaken consultation with employees and trade unions in relation to a revised Senior Management structure.
- Following this consultation, final structural changes have now been agreed for implementation by the Executive Director of Children and Young People and the Cabinet Members for Children's Services and HR and Corporate Affairs, in consultation with the Director of People and Inclusion, Monitoring Officer and S151 Officer in line with the agreement of Cabinet in January.
- Two aspects of these changes require separate and specific approval by Cabinet and, ultimately, Council in-line with the requirements of the Localism Act and the Council constitution. The deletion of the post of Strategic Lead (School System) and the subsequent Early Retirement of the post holder will:
 - Along with other measures in the restructure, result in an overall cost saving to the Council of circa £41k on an ongoing basis.
 - Allow for a delayering of tiers within the Education & Skills Division, bringing the Department fully into line with agreed organisational design principals.
 - Allow for a more balanced and coherent Education & Skills management team to support the Director of Education & Skills.
 - Allow for an improved alignment of functions both within the Department and wider Council to support the delivery of objectives.

The transfer of responsibility for school's capital development into the current Assistant Director (Regeneration Delivery) role moves this function into the Council's centre of expertise for capital development, alongside other similar functions to ensure work can be overseen and delivered coherently as part of the Council's overarching Capital Programme

Alternative options considered and rejected:

The initial operating model, developed as a basis for consultation, included a structure in which the post of Strategic Lead (School System) was retained. However, feedback received during the consultation period and further consideration of options indicates that service priorities can be delivered in a more effective manner through the deletion of this role and transfer of functions to other areas of the service and wider Council.

CA.201 EXCLUSION OF PRESS AND PUBLIC**Decision:**

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

CA.202 THE ACCEPTANCE OF THE LOWEST TENDER FOR THE REPLACEMENT OF EXISTING STREET LIGHTING LANTERNS WITH LED LANTERNS (PHASE 3) - PART B

Councillor Alan Quinn, Cabinet Member for Environment and Climate Change presented the Part B report regarding the replacement of Existing Street Lighting Lanterns with LED Lanterns. The report set out the full financial details.

Decision:

Cabinet:

- Accepted the lowest tender submitted by E.ON Energy Solutions Ltd.

Reasons for the decision:

- As set out for Part A.

Other options considered and rejected:

- As set out for Part A.

CA.203 BURY MARKET & FLEXI HALL LEVELLING UP SCHEME – ENABLING AND MAIN WORKS CONTRACT - PART B

Councillor Eamonn O’Brien, Leader and Cabinet Member for Strategic Growth presented the Part B report regarding Bury Market and Flexi Hall. The report set out the full financial details.

Decision:

Cabinet:

- Approved the delivery of Enabling Works and Main Works packages to be undertaken by Vinci Construction UK Ltd.
- Accepted the interim tender report recommendation that Vinci Construction UK Ltd undertake the Enabling Works and Main Works packages at the provisional contract sum set out in Part B of this report, and delegate final acceptance of a final contract sum up to a provisional maximum of £25,088,003.87 to the Director of Law and Democratic Services in consultation with the Executive Director of Place and Executive Director Finance and the Council Leader and Cabinet Member for Strategic Growth.
- Delegated finalisation and sealing of the Enabling Works and Main Works Contract including any clarifications to the Director of Law and Democratic Services in consultation with the Executive Director of Place and the Council Leader and Cabinet Member for Strategic Growth.

Reasons for the decision:

- As set out for Part A.

Other options considered and rejected:

- As set out for Part A.

CA.204 PRU PHASE 2 WHITEFIELD CENTRE - PART B

Councillor Lucy Smith, Deputy Leader and Cabinet Member for Children and Young People presented the Part B report regarding the Pupil Referral Unit. The report set out the full financial details.

Decision:

Cabinet:

- Approved the project sum value, the extent of works and programme detailed within part B of the report.
- Delegated authority to the Executive Director of Education in consultation with the Director of Law and Governance to negotiate and execute the building contract.

Reasons for the decision:

- As set out for Part A.

Other options considered and rejected:

- As set out for Part A.

CA.205 STAR ACADEMY RADCLIFFE – CAPITAL COSTS - PART B

Councillor Lucy Smith, Deputy Leader and Cabinet Member for Children and Young People presented the Part B report regarding the Pupil Referral Unit. The report set out the full financial details.

Decision:

Cabinet:

- Approved the funding of capital costs as set out in Part B of the report,
- Agreed that the cost of the CYCLOPS junction and active travel elements can be met from the Council's Capital Programme

Reasons for the decision:

- As set out for Part A.

Other options considered and rejected:

- As set out for Part A.

CA.206 PRESTWICH FUNDING - PART B

Councillor Eamonn O'Brien, Leader and Cabinet Member for Strategic Growth presented the Part B report regarding Prestwich Village regeneration scheme. The report set out the full financial details.

Decision:

Cabinet:

7. Noted progress made with the development of the overall Prestwich Village Regeneration scheme (the Scheme).

8. Approved the recommended legal structure and procurement strategy for the appointment of the developer for the Scheme and appointment of a contractor for delivery of Phase 1 of the Scheme as set out in the Part B report.
9. Approved the commencement of a procurement process by the Council for the delivery of Phase 1A (Travel Hub) of the Scheme in accordance with the legal structure and procurement strategy set out in the Part B report.
10. Approved the funding strategy to fund the delivery of Phase 1A (Travel Hub) to a maximum expenditure figure of £14m from the Council's existing capital programme.
11. Noted the treatment of The Prestwich Regeneration LLP as a contracting authority under the Public Contracts Regulations 2015 in the proposed legal structure and procurement strategy.
12. Delegated authority to the Director of Law & Democratic Services in consultation with the Executive Director of Place and Leader to negotiate and complete detailed legal and procurement agreements associated with the delivery of the Scheme.

Reasons for the decision:

- As set out for Part A.

Other options considered and rejected:

- As set out for Part A.

COUNCILLOR E O'BRIEN
Chair

(Note: The meeting started at 5:00 pm and ended at 6.15 pm)



| | |
|--------------------------------|----------------------------------|
| Classification: Open | Decision Type: Non-Key |
|--------------------------------|----------------------------------|

| | | |
|-------------------|--|--------------------------------|
| Report to: | Cabinet | Date: 04 September 2024 |
| Subject: | A review of health and safety performance in 2023-24 and a proposed Health and Safety Strategy for the next 3 years. | |
| Report of | Cabinet Member for Corporate Affairs and HR | |

Summary

In accordance with the Health and Safety Executive (HSE) best practice the Council produces an annual Health and Safety Report. This report sets out key health and safety activity over the preceding financial year alongside a summary of reported health and safety incidents and is presented to members for their comment and approval.

As part of the annual reporting process the Council's Health and Safety Policy is also reviewed (in-line with HSE Best Practice) and the Policy is also included here for approval.

Additionally, in-line with the recommendations from an external review of Health and Safety arrangements in the Council conducted in 2023, the Council has developed a new 3-year Health and Safety Strategy which proposes a set of priorities for 2024-27 and is presented for approval.

Recommendation(s)

Cabinet is asked to approve the 2023-24 Annual Health and Safety Report, revised Health and Safety Policy and Health and Safety Strategy for 2024-27.

Reasons for recommendation(s)

To ensure continued compliance with health and safety legislation HSE best practice guidance and, ultimately, to support a safe working environment for staff and those who access Council services.

Alternative options considered and rejected

None.

Report Author and Contact Details:

Name: Sam McVaigh
Position: Director of People and Inclusion
Department: Corporate Core
E-mail: s.mcvaigh@bury.gov.uk

Name: Catherine King
Position: HR Business Manager
Department: Corporate Core
E-mail: c.king@bury.gov.uk

1. Background

- 1.1 The Council has now established a strong governance regime around health and safety activity, which includes an annual review of the organisation's Health and Safety Policy (as per HSE guidance) and consideration of an annual outturn report. Each year these are considered jointly by Members and the Trades Unions via the Corporate Health and Safety Joint Consultative Committee (JCC) and, ultimately, subject to Cabinet approval.
- 1.2 A review of the Council's health and safety arrangements, carried out in March-June 2023 by external health and safety consultants noted the significant recent progress that had been made in terms of Health and Safety governance, Trade Union collaboration and the production of annual and quarterly reports. It also acknowledged the commitment of staff at all levels in the context of the financial pressures facing the Council. However, the review made a number of recommendations for improvement both strategically and operationally. A key recommendation was the development of a longer-term (3 year) Health and Safety Strategy and supporting set of Key Performance Indicators (KPIs) to set out the overarching improvement journey for health and safety in the Council.

2. Reports for Consideration and Approval

- 2.1 This document introduces three reports for discussion and approval by Cabinet. To support and assure these documents the external consultant who reviewed health and safety arrangements across the Council in 2023 was asked to review these reports against the recommendations from their work as well as HSE best practice and their feedback has been incorporated. The reports have also been considered and agreed by the Council's JCC.
- 2.2 Health and Safety Policy
 - 2.2.1 The Council's Health and Safety Policy (Appendix A) sets out how the Authority will meet its responsibilities under the Health & Safety at Work etc. Act 1974 and all other associated legislation to provide and maintain safe and healthy working conditions, equipment and systems of work for all employees, and to provide such information, instruction and training as may be necessary for this purpose. In addition, it also sets out how the Council will take responsibility for the health, safety and welfare of third parties such as contractors, visitors or members of the public who may be affected by our activities.
 - 2.2.2 The policy is reviewed on an annual basis as per HSE guidance. There are no major changes proposed this year. Some minor amendments have been made to strengthen and clarify language, particularly in relation to roles and responsibilities, in response to feedback.

2.3 Annual Health and Safety Report 2023-24

2.3.1 The annual report (Appendix B) provides an overview of health and safety management activity during 2023-24. It includes progress against the Council's agreed health and safety objectives and an analysis of incident statistics. In addition, it highlights the support provided throughout the year to Council services and takes account of the organisational, local and national context. It also includes a progress report against the 31 recommendations made through the external review noted above.

2.3.2 The overarching aim for 2023-24 was to embed and strengthen the core basic requirements of a robust health and safety management system. Significant progress has been made here, and some key highlights are:

- A revised health and safety policy, signed by the Chief Executive and Leader and was published
- A robust and consistent new risk assessment process has been developed and launched, with risk assessments now all stored centrally.
- A detailed health and safety training matrix has been developed for the Operations Department, and action is being taken to close any gaps.
- The School's Health and Safety Policy was updated and issued with a strengthened request for assurance information. Responses were received from all 33 schools within scope.
- The Council's occupational health service was outsourced in July 2023 and a managed health surveillance programme developed. As of 3 June 2024, 88.2% of staff requiring health surveillance have already attended or have appointments scheduled.

2.3.3 Additionally, some key statistics for 2023-24 are:

- 232 accidents/incidents/near misses/dangerous occurrences were reported
- 151 involved employees and 81 involved members of the public. – There has been a concerning increase in incidents of violence and aggression against staff and additional steps have been taken in response to this including strengthened guidance and targeted training and support
- 29 were near misses. – This is a significant rise on the previous year and a positive indication.
- 5 were RIDDOR reportable

2.4 Health and Safety Strategy for 2024-27

2.4.1 A Health and Safety Strategy for 2024-27 (Appendix C) has been developed, which clearly sets out the Council's approach to health and safety management, its priorities for the next three years and a number of KPIs to monitor performance. The Strategy's priorities include:

- Ensuring full compliance with our robust new risk assessment process
- Developing a system to centrally monitor health and safety training and working towards full compliance

- Developing a robust health and safety culture
- Integrating Housing Services into our approach to health and safety

Links with the Corporate Priorities:

Please summarise how this links to the Let's Do It Strategy.

Strong health and safety practice is key to the Council delivering the Let's Do It! Strategy by ensuring employees have the confidence and infrastructure to deliver effectively in their roles.

Equality Impact and Considerations:

*Please provide an explanation of the outcome(s) of an initial or full EIA and make **specific reference regarding the protected characteristic of Looked After Children**. Intranet link to EIA documents is [here](#).*

An Equality Impact Assessment of the Council's Health and Safety Policy was undertaken at the time of its original approval and no negative impacts identified.

Environmental Impact and Considerations:

*Please provide an explanation of the Environmental impact of this decision. Please include the impact on both **Carbon emissions** (contact climate@bury.gov.uk for advice) and **Biodiversity** (contact c.m.wilkinson@bury.gov.uk for advice)*

No negative impacts identified.

Assessment and Mitigation of Risk:

| Risk / opportunity | Mitigation |
|--|---|
| The lack of a robust Health and Safety Policy and Strategy, which align with HSE guidance, would pose a risk to employee and public safety as well as legal challenge. | Policy and Strategy approval, communication and continuous monitoring and review |
| Lack of compliance with the organisation's Health and Safety Policy and Strategy | Engagement and training to be rolled out following communication of the Policy and Strategy, with requirements for compliance |
| Lack of clear governance and priorities for health and safety | Agreement of this report and close and continuous joint working with the Trade Unions |

Legal Implications:

This report requests members to approve the Health and Safety Annual Report. It is also to update Cabinet on the Council's Health and Safety performance over the last 12 months and sets out national priorities and the priorities for the next 12 months. As an employer the Council has statutory responsibilities to carry out our undertaking (all activities) so far as is practicable in a safe and healthy working environment for our employees, contractors and partners. In addition, as an Authority we have a duty under s18 of the Health and Safety at Work Act 1974 to make adequate provision for health and safety regulations in our area.

Financial Implications:

There are no direct financial implications arising directly from the approval of this report. Implementing the strategy will ensure the council uses its resources efficiently and effectively manages its risk exposure, helping to prevent workplace incidents which can lead to cost savings associated with medical expenses, compensation claims and potential legal fees. A proactive health and safety strategy is an investment in risk reduction.

Appendices:

Please list any appended documents.

Appendix A Health and Safety Policy

Appendix B Health and Safety Annual Report 2023-24

Appendix C Health and Safety Strategy 2024-27

Background papers:

[Report to Cabinet: 12th July 2023 – Health and Safety Annual Report](#)

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

| Term | Meaning |
|------|------------------------------|
| HSE | Health and Safety Executive |
| JCC | Joint Consultative Committee |

This page is intentionally left blank

Health and Safety Policy

July 2024

Contents

| | |
|--|----|
| 1. Health and safety statement of intent | 3 |
| 2. Responsibilities..... | 4 |
| 3. Arrangements | 8 |
| 4. Monitoring and review | 11 |
| Appendix 1: Specific arrangements | 12 |

1. Health and safety statement of intent

Bury Council, as a responsible employer, accepts its responsibility under the Health & Safety at Work etc. Act 1974 and all other associated legislation to provide and maintain safe and healthy working conditions, equipment and systems of work for all its employees, and to provide such information, instruction and training as may be necessary for this purpose. In addition, it also accepts responsibility for the health, safety and welfare of third parties such as contractors, visitors or members of the public who may be affected by its activities.

The Council also recognises the moral, legal and financial costs that can result from failings or poor application of occupational health and safety systems, and as far as is reasonably practicable, will:

- Identify hazards and control significant health and safety risks which arise from our work activities.
- Provide information, instruction, training and supervision to employees, volunteers, contractors and agency personnel.
- Consult with employees and others on matters that affect their health, safety and welfare.
- Provide and maintain premises that are safe.
- Provide suitable work equipment and articles (e.g. substances) that are safe in use, maintenance, handling and storage.

In doing this, we will:

- Ensure compliance with the relevant health and safety legislation as a minimum standard.
- Consider occupational health and safety whenever political, managerial and operational decisions are taken.
- Ensure that no decision is made, or operation undertaken, unless appropriate occupational health and safety standards are assessed.
- Interpret health and safety management in its widest context, including wellbeing, rehabilitation, physical and mental health.
- Make available necessary resources, including financial, to ensure appropriate health and safety standards are delivered.
- Co-operate with everyone who has a responsibility for Health & Safety in: identifying hazards in the workplace, assessing risks related to them and implementing appropriate protective measures.
- Ensure sound health and safety management practices across all areas of activity and influence, including roles and responsibilities as an employer, service provider, client organisation, commissioner, owner and controller of land and premises and partner within partnership arrangements.

The detailed arrangements for bringing the implementation of the above are set out within the remainder of this policy.

Signed_____

Signed_____

Date_____

Date_____

Lynne Ridsdale: Chief Executive

Cllr. Eamonn O'Brien: Leader of the Council

2. Responsibilities

Everyone in the Council is responsible for the health and safety of themselves and others who may be affected by their work activities. The section below sets out roles and responsibilities for all those who work for the Council in any capacity, our Partners and Elected Members.

Elected members are responsible for providing leadership on issues of health and safety and ensuring the provision of adequate resources. A member of the Cabinet will have specific responsibility for the occupational health and safety portfolio and will ensure this policy is promoted and that occupational health and safety issues are brought to the attention of Cabinet when appropriate. Elected Members are responsible for:

- Providing leadership on issues of health and safety.
- Adoption of policies, strategies and plans that are within the spirit of this policy and which allow it to be implemented in practice.
- Provision of adequate resources to enable the implementation of occupational health and safety policies, plans and strategies.
- Scrutiny of appropriate areas of health and safety management.
- Carrying out Council roles and duties in line with the standards, arrangements and guidance covered by this policy.

The Chief Executive has overall and ultimate responsibility for health and safety within the organisation. They are responsible for having systems in place that are properly resourced to manage the significant risks facing the Council. They should lead by example in visibly championing health and safety within the organisation and send out clear messages that any risks to health and safety need to be effectively managed. Furthermore, the Chief Executive has overall responsibility for the implementation and maintenance of this policy.

The Designated (Occupational Health and Safety) Director, the Director for People and Inclusion has responsibility for:

- Promotion of health and safety at a strategic level.
- Monitoring of the implementation of corporate systems and standards.
- Overseeing the delivery of health and safety responsibilities through the Bury Council Executive Team.

The Council's Executive Team have operational responsibility for applying this policy, and for health and safety compliance and performance. This includes:

- Promotion of health and safety at a strategic level.
- Monitoring of the implementation of corporate systems and standards.
- Overseeing the delivery of health and safety responsibilities within their service / department.
- Ensuring that each service completes a risk assessment needs checker annually. Ensuring risk assessments are stored centrally and reviewed at least annually.
- Ensuring health and safety incidents are appropriately reported and investigated and that any follow-up actions are implemented.

- Overseeing the provision of appropriate health and safety training to ensure compliance with all appropriate legislation and best practice.

Managers have responsibility for the health and safety of their teams and application of this policy on a day-to-day basis within their areas of responsibility. This includes:

- Managing the risk of accidents / incidents and reporting them if they do occur. Ensuring timely and accurate reporting of accidents / incidents and the delivery of follow-up investigations and actions as required. Also ensuring the timely reporting of appropriate accidents / incidents etc to the Health & Safety Executive under the provision of the Reporting of Injuries Diseases and Dangerous Occurrences Regulations (RIDDOR).
- Managing the risk of occupational ill health, the delivery of effective health surveillance programmes and reporting incidences of ill health if they occur.
- Ensuring that employees are made aware of and follow this Health and Safety Policy, Risk Assessments and other relevant health and safety documentation.
- Escalating awareness of risks and issues which are outside of their immediate control.
- Include relevant employees and trade unions in the creation and maintenance of health and safety management arrangements e.g. Risk Assessments.
- Managers of contracts and any other Council officers who manage the delivery of services through alternative provisions including, partners, third parties, volunteers, agencies, etc. must ensure that:
 - Health and safety risks and potential risks to the Council are considered.
 - Appropriate steps are taken to manage the risks.
 - Those responsible for service provision have appropriate health and safety management arrangements in place.

Employees, agency workers, volunteers, consultants, contractors, partners and suppliers are expected to:

- Take personal responsibility for their own health and safety and the health and safety of those affected by their acts or omissions while at work. Consider risks and highlight concerns through the line management structure and/or through the Bury Council Health and Safety Team.
- Undertake relevant health and safety training as required.
- Co-operate in adhering to the standards and expectations detailed in this policy.
- Ensure that they carry out their work, so far as is reasonably practicable, without putting themselves or others at risk.
- Ensure any tools, materials and equipment which they may use are safe and free from defects and if not report this for action through the appropriate line management structure.
- Co-operate with any health and safety investigation and assist in the delivery of any actions identified.
- Report any hazards that they become aware of, any shortfalls in health and safety management arrangements, any accidents that happen at work and any illness that they believe has been caused or made worse by work.
- Assist in the development, implementation and maintenance of health and safety management arrangements e.g. Risk Assessments.
- Participate in appropriate occupational health surveillance programmes and take any follow-up actions identified in a timely manner.

This statement applies to everyone working in and on behalf of Bury Council and at all Council sites. The principles extend to the working conditions of staff who are agile workers, including working from their home.

This policy does not apply to those working in maintained schools, which are responsible for the development and approval of their own policies. The Council have provided schools with a template Health & Safety Policy which reflects their specific responsibilities and aligns with the approach set out within this document.

The Health and Safety Team is responsible for:

- Leading on the development and monitoring of organisational standards, strategies, policies and arrangements and ensuring these continue to reflect national legislative and best practice standards as they develop.
- Carrying out independent: auditing, monitoring and investigation of organisational and departmental standards, arrangements and complex risks and accidents.
- Advising managers and employees, including the Chief Executive, to enable them to meet their health and safety responsibilities, including the provision of training and practical advice.
- Preparing quarterly reports to the Council's Executive Team and Health and Safety Joint Consultative Committees (JCCs), including an assessment of key health and safety risks and statistics on work-related and workplace incidents, health and safety training and other proactive and reactive work.

Bury Council Asset Management. The Council has established a board to oversee the management of all Council operated assets, the Council are also in the process of creating a facilities management team that will ensure that:

- Buildings are being operated in compliance with all statutory requirements, in line with the Council's policies and procedures.
- Preventative and protective measures (including maintenance activities) are understood, developed, applied, maintained and recorded. This is in order to achieve appropriate levels of control over any significant risks that are identified through the buildings risk assessment process.
- Health and safety site-specific arrangements are applied in practice and records are kept (including those in relation to fire safety and first aid management).
- All relevant building users and service providers participate in: co-operating and co-ordinating building related risk assessments, the development of preventative and protective procedures and the application of procedures, protective measures and maintenance activities.

Building responsibilities remain with individual Departments and their nominated owners. The board will, however, oversee processes and procedures and work to ensure all buildings are managed effectively.

The Council's **Occupational Health providers** are responsible for providing professionally independent advice and support to employees and managers on issues relating to the impact of work on the health of individuals and individual's health on their ability to work.

Trades Union Safety Representatives. The Council recognises the important function of Trades Unions in managing health and safety at work. The functions of a

Trades Union Safety Representative are set out fully in The Safety Representatives and Safety Committees Regulations 1977 and include:

- Investigating potential hazards and dangerous occurrences at the workplace and to examine the causes of these events.
- Investigating complaints by employees the Trades Union represents concerning their health, safety and welfare at work.
- Making representations to Bury Council as the employer on the above and on general matters relating to Health & Safety at work.
- Carrying out inspections of the workplace and work activities. (This does not negate manager's legal responsibility to perform inspections or tours to support their risk assessments or H&S planning.)
- Representing members of staff during consultations at their workplace with Health and Safety Executive (HSE) inspectors.
- Receiving information from HSE Inspectors following inspections of their workplace.
- Attending meetings of the appropriate Health & Safety committees.

The Director of People and Inclusion will liaise with the Trade Union Branch Secretary to determine the appropriate discharge of the safety role and ensure any necessary paid time off from their regular job to enable them to perform their Trade Union duties, agreed in line with The Safety Representatives and Safety Committees Regulations (1977) reg 4(2)(a)(b).

3. Arrangements

Bury Council aims to meet its health and safety objectives by focusing on three key areas:

- Governance, consultation and communication.
- Robust health and safety management systems.
- Effective training and development.

An overview of these arrangements is set out below. These methods are supported by several key documents and procedures which are highlighted.

Governance, consultation and communication

Governance, consultation and communication arrangements are in place for Health and Safety at the highest level of the organisation. These include:

Governance

- The Council's Cabinet agrees a Health and Safety Strategy and receives an annual Health and Safety Report taking ultimate responsibility for agreeing priorities and assuring their delivery through the annual reporting cycle.
- A formal Corporate Health and Safety Joint Consultative Committee, which is led by Elected Members and Trade Unions meets quarterly and receives a formal report setting out key health and safety risks and details of accidents and incidents.
- The Council's Executive Team will also consider Health and Safety issues, at least quarterly, reviewing health and safety reports and taking operational decisions and actions where needed. This role is also supported by regular review of the Corporate Risk Register and direct escalation of any significant new health and safety risks or concerns by the Director of People and Inclusion.
- Departmental Management Teams will consider Health and Safety issues at least quarterly via a formal agenda item and a review of the latest health and safety report, accident, incident, and work-related ill health information and other key data pertaining to the Department.
- Departmental Joint Consultative Committees: (DJCCs), which are led by Executive Directors, will ensure that Health and Safety is a regular agenda item for discussion and engagement with Trade Union colleagues at a departmental level.

Consultation and Communication

- The Corporate and Departmental JCC process provides the formal route for consultation with the Trades Unions on all health and safety matters.
- Consultation will cover:
 - Introduction of any measure which may substantially affect health and safety at work, e.g. the introduction of new equipment or new systems of work.
 - Arrangements for getting competent people to help the organisation comply with health and safety laws (a competent person is someone who has the necessary knowledge, skills, and experience to help an employer meet the requirements of health and safety law).

- The information that is given to employees on the significant risks arising from their work, measures to reduce or eliminate these risks and what employees should do if they are exposed to a significant risk.
- Planning and organisation of health and safety training.
- The health and safety implications of introducing new equipment, technology and working practices.
- Health and Safety will be a regular theme within corporate communications and local managers will be encouraged to include health and safety as a discussion point within team meetings.

Robust health and safety management systems

The following systems are available and used by managers to ensure that health and safety is managed across the Council to a consistent and satisfactory standard:

- Completion and regular review of suitable and sufficient risk assessments of: all work activity, service provisions and facilities, to identify any factors that may foreseeably present a significant risk of harm.
- Assessment of any additional support or preventative and protective measures for individuals who have a recognised vulnerability which makes them more susceptible to harm at work.
- Provision and use of preventative and protective guidance, measures, equipment, and management systems to achieve appropriate levels of control over factors identified through the risk assessment process.
- Maintenance of safe places of work, safe systems of work, safe plant, safe equipment, healthy working environments, safe means of access to and egress from all places of work and safe arrangements for use, handling, storage and transport of articles and substances.
- Provision of suitable occupational health services, including health surveillance, where employees may be exposed to hazards that can harm their health.
- The reporting and recording of all accidents/incidents using the corporate e-reporting system and subsequent investigation as necessary. Arranging delivery of appropriate response actions. If, because of injury or illness, employees are incapable of making an immediate report, their manager must do so. If the injury is reportable under RIDDOR, the HSE must be informed by the appropriate manager.
- Monitoring and review of health and safety management arrangements to ensure they are effective and opportunities to improve are identified.
- Procurement arrangements that consider all relevant health and safety requirements and ensure appropriate control measures are put in place.
- Assessment, before engagement, of the competence of contractors and other service providers to carry out any work that they will do on behalf of the Council in a safe manner; monitoring their health and safety performance during the delivery of services; and taking appropriate action when health and safety performance falls below acceptable standards. (move further down the list)

Training and Development

Training is provided to ensure competence in identifying and managing risks at work as applicable to individual roles. A record will be maintained of all training to ensure competence is maintained through appropriate refresher programmes.

Advice and training on key areas of the management system is provided through the Health and Safety Team.

Managers must carry out health and safety training and development needs assessments through supervision and employee review processes. These assessments must confirm that relevant and/or required general health and safety training and development has taken place or is arranged and that any training and development that is specific to the job roles or working circumstances of individuals and teams is identified and delivered.

Several methods are used to communicate and reinforce learning in relation to health and safety:

- Local Induction
- Health and Safety Induction
- Corporate Health and safety E learning based on common Council wide risks
- Bespoke training aimed at risks relevant to service areas
- Shadowing, mentoring, supervision and instruction
- Health and Safety Tools

4. Monitoring and review

On-going monitoring of this policy will include proactive and reactive measures, incorporating spot checks, accident investigations, statistical analysis and audits of Departments. Results of monitoring activities will be reported via the governance channels described above.

Departments must monitor their own guidance documents, procedures and risk assessments to check their effectiveness.

This policy will be subject to review on at least an annual basis in the context of the annual Health and Safety report and the three-year strategy. Reviews and revisions will take place more regularly in the case of any significant changes, including where:

- Legislation has been introduced or revised.
- Guidance has been introduced or revised.
- Incident investigation suggests that a review may be required.
- Research, monitoring or audit suggests that a review may be required.
- Changes in organisational structures, arrangements, etc.

Minor amendments of a routine nature will be agreed with the Cabinet Member for Corporate Affairs following Trade Union engagement.

The Appendix, which details arrangements and guidance for the management of specific areas of risk will be updated in 'real time' as areas of guidance emerge and evolve.

Appendix 1: Specific arrangements

Arrangements and guidance for the management of specific areas of risk can be accessed through the following links. All managers and employees are expected to apply the arrangements and guidance as relevant to them and the work that they perform or manage. The arrangements and guidance are updated as national guidance and the local risk profile change, the intranet should always be accessed either directly or through these links to ensure that the most up to date information is used.

Please use the topic links below. After opening, each topic area will have more detailed guidance forms and relevant information.

- [Asbestos](#)

We have a legal duty to prevent the exposure of employees, contractors and visitors to asbestos.

- [Auditing \(health and safety\)](#)

Arrangements for the effective planning, organisation, control, monitoring and review of health and safety management systems.

- [Construction \(Design and Management\) Regulations](#)

Construction work, whether a small, short duration job or a large project is regarded as potential high risk in respect of health and safety.

- [Control of Substances Hazardous to Health \(COSHH\)](#)

COSHH applies to a wide range of substances and preparations which could be used in the workplace.

- [Display Screen Equipment, workstations and lighting](#)

H&S requirements for users when working with display screen equipment (computers, laptops, eye tests, etc.) and office ergonomics.

- [Driving](#)

Driving as part of a work activity (driving in between sites, driving on behalf of the council) is no different to any other work activity.

- [Electricity](#)

Procedures of applying sound health and safety principles.

- [Electromagnetic fields](#)

Regulations requiring employers to take reasonable steps to prevent harm from exposure to magnetic fields at work.

- [Facilities Management \(FM\): Building & Premises](#)

Responsibility of sites, with constant vigilance of all site matters including welfare of staff and clients, safety, security and crime prevention.

- [Fire safety](#)

Fire safety guidance, fire risk assessments and information about evacuating a building on the activation of a fire alarm.

- [First aid](#)

Ensuring that a workplace has the necessary first aid requirements.

- [Health and safety reporting](#)

What to do about reporting accidents and near misses.

- [Inductions \(Health and Safety\)](#)

Induction checklists and questionnaire for new starters.

- [Infection control](#)

Infection control policies, procedures and guidance.

- [Inflatables](#)

Checklist and guidelines for the safe use of play inflatable devices.

- [Inspections](#)

Guidance and checklists for workshop, site, and office inspections.

- [Legionella](#)

Identify and assess sources of risk for legionella and take steps to prevent or control the risk.

- [Lifts and lifting equipment](#)

Guidance on lifting equipment and safe use.

- [Lone working](#)

Many employees will spend some, most, or all their time working alone (home visits, meetings, working in isolation, etc.).

- [Managing health, safety and welfare](#)

General health and welfare, stress management, management of work related ill health risks and ill-health at work.

- [Manual handling and lifting people](#)

Any activity that requires an individual to lift, move or support a load will be classified as a manual handling task.

- [Mobile telephones and driving](#)

Guidance on the use of mobile phones when driving.

- [Noise](#)

Guidance to help to identify whether there may be problems with noise at work

- [Office health and safety](#)

Offices are generally considered low risk environments (with the possible exception of stress related risks).

- [Personal Protective Equipment \(PPE\)](#)

PPE is supplied and used at work wherever there are risks to health and safety that cannot be adequately controlled in other ways.

- [Pregnancy and new mothers](#)

Guidance for pregnant women, those who have given birth within the previous six months or are breastfeeding.

- [Procurement \(Health and Safety\)](#)

Client / contract duties under health and safety law. Applies to contracted operational works, and provision of services or goods.

- [Risk assessment](#)

A risk assessment is about looking at what, in the workplace, could cause harm to people.

- [Skin](#)

Those working in health care, hairdressing / beauty industry, printing, cleaning, catering, construction, and metalworking are at greater risk

- [Slips and trips](#)

Preventing slips, trips, and falls in the workplace.

- [Training \(Health and safety\)](#)

The Council is committed to providing relevant, appropriate and adequate health and safety training to all staff.

- [Vibration - Whole body vibration and Hand Arm Vibration Syndrome \(HAVS\)](#)

Whole body vibration and hand arm vibration is a widespread hazard for employees in many industries and occupations.

- [Volunteers](#)

In general, the same health and safety standards apply to voluntary workers as they would to employees exposed to the same risks.

- [Safe working in the sun](#)

Information about the risks of too much sunlight, what the harmful effects are and how to protect yourself.

- [Vulnerable persons](#)

There is a requirement for a risk assessment to be carried out when vulnerable persons are employed or carry out work experience.

- [Work equipment and safe working](#)

Items as diverse as office photocopiers, forklift trucks and woodworking machines are all classed as work equipment.

- [Work-Related Violence & Aggression](#)

This covers considerations and management arrangements for threats, acts of violence and stalking of employees by members of the public and service users. The guidance is currently under review, but it should continue to be used in the meantime.

- [Working at height](#)

Work at height applies where there is a risk of falling which is likely to cause personal injury.

Annual Health and Safety Report

2023 - 2024

Contents

1. Introduction3

2. External review findings and progress against recommendations3

3. Progress against 2023-24 objectives5

4. Additional in-year activities11

5. Investigations, incidents, absence and claims11

6. National priorities and changes13

Appendix 1: Incident statistics14

Appendix 2: HSE national updates16

Appendix 3: Update on outstanding corrective actions arising from audits and investigations 2022-2024.18

Appendix 4: Progress against recommendations made in the 2023 external review 21

1. Introduction

- 1.1 This annual report provides an overview of health and safety management activity during 2023-24. It includes progress against the Council's agreed health and safety objectives and an analysis of incident statistics. In addition, it highlights the support provided throughout the year by the Health and Safety Team (HST) to Council services and takes account of the organisational, local and national context.
- 1.2 Following a number of significant incidents in the previous reporting year an external review of health and safety management arrangements across the Council was carried out between March and June 2023, with a particular focus on the Operations Department as the location of both the incidents of concern and the highest areas of risk in the Authority. An action plan in response to this review has been developed and updates provided to the Corporate Health and Safety Joint Consultative Committee (JCC) on progress with this work.
- 1.3 In addition to the above, the Council's health and safety priorities this year have continued to focus on embedding and strengthening the core basic requirements of a robust health and safety management system. Key to achieving this has been close collaborative working with employees, managers and the Trades Unions.
- 1.4 In February of this year responsibility for the management and maintenance of the Council's housing stock transferred back under the direct control of the local authority. As part of this, the Council has re-gained direct responsibility for the key safety elements of this function. With reference to this report, this includes the occupational health and safety responsibilities for those staff transferring into Council employment.
- 1.5 The Council's health and safety priorities for 2024-25 are set out in the Council's Health and Safety Strategy for 2024–27, which should be read in conjunction with this report.

2. External review findings and progress against recommendations

- 2.1 Following three significant health and safety incidents in late 2022 / early 2023 the Council commissioned an external review of arrangements across the organisation and with a specific focus on the Operations Department. – The review commenced in March 2023 and concluded in June. It noted the significant recent progress that has been made in terms of Health and Safety governance, Trade Union collaboration and the production of annual and quarterly reports. It also acknowledged the commitment of staff at all levels in the context of the financial pressures facing the Council.

2.2 To build on this work and further strengthen arrangements, a total of 31 recommendations were made and Appendix 4 provides a full update on progress with these recommendations. Strategically, three key areas for action were highlighted through the review:

- To develop a new multi-year Health & Safety Strategy: A Health and Safety Strategy for 2024-27 has been developed, which clearly sets out the Council's approach to health and safety management, its priorities for the next three years and a number of KPIs to monitor performance.
- To strengthen the risk assessment process: The Council's risk assessment process has been reviewed and new guidance, a revised risk assessment needs checker (which summarises the risk profile of services) and risk assessment template have been developed and launched. A central storage location has been developed in Teams for all services to use to ensure full corporate visibility of risk assessments and enable strengthened quality assurance. - Risk Assessment Needs Checkers have been uploaded for all 88 service areas and the HST are working in partnership with services to upload individual risk assessments. When last audited (17 May 2024) a total of 776 individual risks had been identified as needing to be risk assessed, and risk assessments have been uploaded for 415 of these. Completion of this work will be a KPI within the Health and Safety Strategy and a rolling quality assurance process will begin in Q2 of 2024-25.
- To strengthen assurance of training compliance: The HST has worked closely with colleagues in the Operations Department to compile a comprehensive position statement, by employee, on all required health and safety training to strengthen corporate assurance and oversight. The HR Team are now working to upload this information into iTrent to allow effective recording and reporting, and OD colleagues are supporting Operations managers to develop a training plan, procure training providers and arrange delivery to ensure a clear cycle of delivery in line with safety requirements. Once this is in place for the Operations Department, this work will be rolled out across the Council, beginning with Housing Services.

3. Progress against 2023-24 objectives

- 3.1 The 2022-23 Annual Health and Safety Report set out a number of priorities for action in 2023-24, with the aim of embedding and strengthening the core basic requirements of a robust health and safety management system.

Progress against these objectives is set out below:

| | 2023-24 Objective | Progress |
|---|--|--|
| 1 | <p>Risk Based Audits and Investigations.</p> <p>Based on the contents of the Annual Risk Assessment Needs Checker exercise, the HST will conduct a further 4 in-depth Health and Safety Audits this year. The team will also continue to promote the importance of accurate health and safety reporting and respond to incidents of concern as and when required.</p> | <p>The HST completed 2 of the 4 health and safety audits:</p> <ul style="list-style-type: none"> ▪ Quarter 1 – Architectural Services (asbestos management) ▪ Quarter 2 – Building Control <p>An update on actions arising from these audits is provided as Appendix 3.</p> <p>The delivery of the third and fourth audits planned for the year (Highways and School Crossing Patrol) was delayed given the need to focus resources on both response work following the external review of health and safety arrangements noted above, and urgent work which arose in year related to both assuring Fire Risk Assessment compliance in Council buildings and response to the identification of RACC in the Bury Market Hall.</p> <p>These audits will now take place in 2024-25.</p> <p>Two schools, Derby High and Chesham Primary, were also audited in 2023-24.</p> <p>In addition to this formal audit activity, regular inspections have been carried out as part of the HST's day to day activities. This year inspections have taken place at: Bradley Fold depot, New Kershaw Centre, the Pupil Referral Unit, areas of the Town Hall and Fernhill Travellers' Site.</p> |

| | | |
|----------|---|---|
| | | During the period October to December 2023 the HST made inspection visits to 14 Bury Council establishments as part of a fire safety compliance exercise. The team also visited units within the Millgate Shopping Centre on 3 occasions and produced 5 FRAs for trading units there. |
| 2 | Training We will continue to deliver a comprehensive programme of training through a variety of methods to improve both the generic and specialist training available to Council staff. For the 2023-24 year this work will include: <ul style="list-style-type: none"> ▪ A specific session for Senior Managers on health and safety responsibilities ▪ Continued roll-out of mandatory training for all managers on health and safety ▪ Continued delivery of specialist health and safety training in high-risk services ▪ The introduction of mandatory health and safety e-learning for all staff ▪ The commissioning of a bespoke package of targeted training for staff most at risk of violence and aggression at work. ▪ A full review of the Council's approach to monitoring, tracking and the quality assurance of | <p>Michael Hayton (KC) delivered a master class on health and safety responsibilities to the Senior Management Forum on 24 April 2023. This was followed up with a reflections session held on 23 June 2023.</p> <p>Health and Safety is included as a key component of the Council's Management Development Programme (MDP). As of 28 March 2024, 30.8% of managers had completed this training.</p> <p>Progress to deliver a comprehensive programme of generic and specialist training to Bury Council staff is ongoing. Training needs continue to be identified from: the Risk Assessment Needs Checker exercise, Training Needs Analysis exercises from within Service Areas, new or updated legislation and/or changes to HSE Guidance, through JCC and Health & Safety meetings and through suggestions from the HST and Heads of Service.</p> <p>We continue to promote relevant modules from the 'Me Learning' suite of e-learning training. The Fire Safety and First Aid awareness e-learning modules remain mandatory for all employees that use council buildings. During the year, the e-learning module "Health and Safety in the Workplace" provided as part of the Me-Learning contract was added, along with a supplementary Bury Council specific module was added to the Council's list of mandatory training for all staff and as of 28 March 2024 has been completed by 54.6% of colleagues.</p> <p>Specialist training delivered by the HST during 2023-24 has included:</p> <ul style="list-style-type: none"> ▪ Accredited IOSH Managing Safely training – 60 managers completed the full 3-day course with 7 completing the 1 day refresher |

| | | |
|----------|---|---|
| | essential role-based health and safety training. | <ul style="list-style-type: none"> ▪ Client duties under CDM 2015 training was developed and delivered to the Market's management team ▪ Fire Marshal responsibilities training for those attending Council meetings was developed by the HST and delivered by the Facilities Management Team <p>The delivery of "Toolbox Talks" by managers within the relevant Service Areas continues to be encouraged.</p> <p>A bespoke package of targeted training for staff most at risk of violence and aggression at work has been commissioned and delivery is underway.</p> <p>Training will continue to be a significant area of focus in 2024-25. This will particularly focus on monitoring, tracking and quality assuring essential role-based health and safety training, which has already begun in the Operations Department.</p> |
| 3 | Information, Procedures & Guidance We will continue to review and update health and safety Policies, Procedures and Guidance information. The intention for the forthcoming year is to again review 15% of all health and safety information available to staff on the Bury Council intranet. | <p>Work continued to review and update health and safety policies, procedures and guidance information. Information was reviewed in the following areas: Stress, Fire Safety, Asbestos, Construction Design & Management Regulations requirements, COSHH, the Health & Safety Tool (for agile working), Health & Safety Induction, Risk Assessment and Health & Safety Policies. The target for the 2023-24 year was to review 15% of all health and safety information available to staff on the Bury Council intranet. This was surpassed, as 23.7% of documents were reviewed and updated.</p> <p>Work to review and update further health & safety policies, procedures, guidance documentation and communications will be ongoing throughout the 2024-25 reporting year.</p> |
| 4 | Health and Safety within the Operations Department | <p>The outcomes of an external review of Health and Safety arrangements within the Council, with an emphasis on those arrangements within the Operations Department, were reported to Council management during the 2023-24 year.</p> |

| | | |
|----------|--|---|
| | <p>The Council will respond to the external review of Health and Safety within the Department, which should be finalised within the first quarter of 2023/24.</p> | <p>Work to address areas for improvement highlighted in the review is ongoing, as set out in Part 2 of this report.</p> |
| 5 | <p>Schools</p> <p>Work to embed the arrangements for Schools' health and safety management will continue. Support and guidance will be provided to schools where appropriate. Providing support through attendance at Schools' Health and Safety Committee and Schools Assurance Board meetings will continue. A reviewed and updated Schools Health & Safety Policy Template will be issued, and a new Schools Health & Safety Assurance Checker exercise will begin at the start of the 2023-24 academic year</p> | <p><u>Schools' Health & Safety Committee</u></p> <p>Schools' Health & Safety Committee meetings continue to be attended by a member of the HST, the Director of People & Inclusion, the Strategic Lead for Schools and representatives from relevant Trades Unions. The Committee met regularly during the 2023-24. Issues relevant to the health, safety and wellbeing of schools' staff were discussed and actions to resolve these issues were sought.</p> <p><u>School's Health & Safety Policy</u></p> <p>In 2023-24 a review of the Schools' Health and Safety Policy template was undertaken. This was issued to schools at the start of the 2023-24 academic year.</p> <p>As part of this a strengthened request for assurance information regarding health and safety management arrangements within all Bury maintained schools exercise was included. This request asked for copies of 4 important Health & Safety management documents from all maintained schools (Health & Safety Policy, Fire Risk Assessment, Asbestos Management Plan and Legionella Risk Assessment). All 33 schools approached provided a reply. A sample of 48% of the returns was evaluated and a report on the findings from this monitoring exercise were reported to the Schools H&S Committee.</p> <p><u>HST Support to Bury Schools</u></p> <p>Support is provided through HST inspection/audit visits to schools where specific significant areas of concern have been raised. This included audits of one Bury maintained High School and one Primary School during the year.</p> <p>Guidance and support to schools arising from Children's Services management contact, through issues raised via the Schools Assurance Board and Schools</p> |

| | | |
|---|---|--|
| | | <p>Health & Safety Committee meetings has also taken place throughout 2023-24. This will continue throughout the 2024-25 reporting year.</p> <p><u>Consortium of Local Educational Authorities for the Provision of Science Services (CLEAPSS)</u></p> <p>CLEAPSS was selected to provide Radiation Protection Advisor (RPA) services to Bury Council schools for the 2023-24 year. It was agreed that a Health & Safety Advisor would act as the Bury Council Radiation Protection Officer (RPO) to support this arrangement.</p> <p>The Health & Safety Advisor attended and successfully completed RPO training in the 2023-24 year. Both Bury Schools have been contacted to arrange an inventory and advisory visit.</p> <p>CLEAPSS membership for relevant Bury schools for 2024-25 has been renewed.</p> |
| 6 | <p>Health and Safety Communications & Awareness</p> <p>We will continue to develop a programme of communication, engagement and awareness raising activities to strengthen understanding, awareness and confidence around health and safety.</p> | <p>The Health & Safety Joint Consultative Committee (JCC) continued to meet throughout the 2023-24 reporting year. Improvements to health and safety governance through the JCC have been made; it is now well established and receives quarterly reports on health and safety performance. There is a direct line of communication to the Bury Council Executive Team from the JCC.</p> <p>The Trades Unions are working closely with the Bury Council HST. This has primarily been through a series of joint inspections of Council buildings. The inspections include direct contact with Bury Council employees, during which the opportunity to discuss areas of concern is given.</p> <p>The HST issue updates on health and safety legislation and guidance to all employees via global emails that are sent out through the Bury Council Communications Team, usually as part of "Wellbeing Wednesdays" emails. Examples are: work related violence and aggression (WRV&A), managing stress,</p> |

| | | |
|---|--|--|
| | | asbestos, fire safety and health and safety in the workplace e-learning, staying safe at home and heat stress hot weather working. |
| 7 | First Aid We will complete a review of First Aid provision within Bury Council within the 2023-24 reporting year. | <p>An initial review of First Aid provision within Bury Council was undertaken and detail regarding roles and responsibilities is to be developed and rolled out in 2024-25.</p> <p>E-learning training in First Aid Awareness remains a mandatory requirement for all employees working in Council buildings. As of 28 March 2024, 58.2% of Bury Council employees who are required to undertake this training had undertaken it.</p> |
| 8 | Fire Safety Following the lifting of COVID Secure Working Arrangements, the introduction of a robust system of Fire Marshal arrangements within Bury Council occupied buildings has been identified as a priority work area for 2023-24. This recognises that occupancy levels of buildings have increased significantly after 'Lock Down' and the occupancy level of key buildings (e.g. the Town Hall) will increase further as a result of the Bury Council buildings stock rationalisation exercise. The HST will be working closely with the Bury Council FM service to achieve this. | <p>A system of Fire Marshal arrangements was introduced following a number of fire safety initiatives. These included: overseeing and reporting on the effectiveness of 3 Fire Drills, taking part in discussions regarding the best way to provide coverage with Fire Marshals during periods of lower building occupancy and agile working, providing professional opinion and advice relating to the relocation of Service Areas into the New Kershaw Centre and Elizabethan Suite sites, producing and delivering guidance on Fire Marshal responsibilities for those attending Council meetings.</p> <p>During the period October to December 2023 the HST supported Facilities Management colleagues in a large Health & Safety Compliance Assurance Exercise.</p> |

4. Additional in-year activities

4.1 COVID

By the end of 2022-23 all restrictions had been lifted and a small number of remaining COVID secure working arrangements, e.g. in relation to hand sanitation and ventilation, were downgraded from mandatory requirements to advisory recommendations. Therefore, the HST kept a watching brief on any COVID related guidance which may have been issued throughout the 2023-24 year. The generic Covid-19 Risk Assessment for the Council remains in place and will be reviewed in the light of any new information and guidance issued. HST monitoring of COVID secure working arrangements and restrictions continued throughout the year.

4.2 Health and Safety compliance assurance exercise

The HST provided a significant amount of support to the Facilities Management Team regarding a health and safety compliance exercise for all key Council buildings. Subsequent to this, time was spent ensuring fire safety compliance.

4.3 Reinforced Autoclaved Aerated Concrete (RAAC)

RAAC was identified in the roof structure of Bury Market main hall which resulted in the Market being temporarily closed. Several stallholders were relocated to vacant units of the Millgate Shopping Centre and adjoining areas. Advice was provided in respect of the Market Hall, and the HST undertook a number of FRAs to ensure fire safety compliance for all the offered trading locations.

4.4 Health Surveillance

The Council's Occupational Health provision was outsourced in July 2023 and Optima Health have commenced delivery of a managed health surveillance programme. As of 3 June 2024 88.2%, of staff requiring health surveillance have already attended or have appointments scheduled.

4.5 Integration of Housing Services

Six Town Housing was integrated back into the Council in February 2024. A base line assessment of health and safety performance is due to be carried out during the early part of 2024/25.

5. Investigations, incidents, absence and claims

5.1 Investigations

No major health and safety investigations took place during the 2023-24 reporting year.

5.2 Incidents

During the 2023-24 reporting year there were 232 accidents/incidents/near misses/dangerous occurrences reported.

There were:

- 81 reports involving members of the public.
- 151 reports involving employees.

Of these there were:

- 29 near misses
- 4 dangerous occurrences
- 5 RIDDOR reportable incidents

The total number of reports in 2023-24 represent an increase on the previous year, from 202 to 232. This should be set in the context of a significant increase (from 7 to 29) in the number of near misses reported and an increase of 13 (from 26 to 39) in the number of work-related violence and aggression (WRV&A) incidents reported. - The WRV&A guidance information was re-issued towards the end of the 2023-24 reporting year and training courses started for services identified as at a higher risk, informed by incident reports. The HST have also supported a review of risk assessment arrangements in relevant services.

The number of RIDDOR reportable incidents reduced from 6 in 2022-23 to 5 in 2023-24.

More detailed analysis of the 2023-24 reports statistics is provided in Appendix 1.

There were no HSE interventions (although a HSE investigations in relation to an incident from 2022-23 remained ongoing).

5.3 Sickness absence

The Council lost an average of 13.71 days per full-time equivalent employee due to sickness in 2023-24. This is a decrease on 14.5 days during the previous year.

The main causes of long-term absence as at the 31 March 24 were stress, depression, mental health and fatigue at 39.16% and musculoskeletal injuries at 16.31%.

The largest cause of short-term absence was stress, depression, mental health and fatigue at 14.51%.

Addressing sickness absence is a significant area of focus for the HR Team, with regular reporting, data analysis and working together with Service Managers to drive down sickness absence. This has been supported by the transition to a new Occupational Health provider in 2023-24. The HR Team will continue to work closely with the HST in this area.

5.4 Employers liability claims

There were 7 Employers Liability claims received/reported during the year, with a total reserve of £339,487.

When comparing claims information for the previous year (9 employers liability claims with a total reserve of £181,169k) there has been a significant rise in the total reserve despite a small reduction in the number of claims received. The majority of claims are from manual workers across a range of service areas.

6. National priorities and changes

- 6.1 The HST have kept abreast of the national landscape and priorities of key regulatory and sector bodies and have taken action and/or communicated information to employees/Council services as appropriate.
- 6.2 Details of HSE national campaigns, e-bulletins, webinars and updates to guidance and health & safety legislation which are of particular relevance to the work of Bury Council received during the 2023-24 year are numerous and are therefore contained in Appendix 2.

Appendix 1: Incident statistics

During the 2023-24 period there were 232 reported accidents/incidents/near misses and dangerous occurrences. This is an increase from 202 in the previous year.

| Reported Accidents/Incidents | | |
|---|------------|------------|
| | 2022-23 | 2023-24 |
| Members of the public | 85 | 87 |
| Employees (including Agency Workers and Contractors) | 117 | 145 |
| TOTAL | 202 | 232 |

5 of these incidents (down from 6 in 2022-23) were reported to the HSE under the requirements of the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) as detailed below:

| Breakdown of RIDDOR reported incidents | | |
|--|----------|----------|
| | 2022-23 | 2023-24 |
| Over 7-day absence | 3 | 3 |
| Fractures to bones | 1 | 2 |
| Occupational Disease (HAVS) | 1 | 0 |
| Dangerous Occurrence | 1 | 0 |
| TOTAL | 6 | 5 |

The breakdown of incidents involving employees reported by Department shows significant increases for Children and Young People and the Corporate Core: Corporate Core was due to an increase in reporting of WRV&A incidents relating to the Town Hall reception. The rise in Children's was once again WRV&A reports.

| Breakdown of incidents involving staff by Department | | |
|--|------------|------------|
| | 2022-23 | 2023-24 |
| Operations | 90 | 90 |
| Children & Young People | 9 | 17 |
| Health & Adult Care, (formerly OCO) | 7 | 5 |
| Corporate Core | 10 | 32 |
| Business Growth & Infrastructure | 1 | 1 |
| TOTAL | 117 | 145 |

The breakdown of incidents involving members of the public and clients highlights an increase over the past year for Health and Adult Care and Children and Young People, but a decrease for Operations. The majority of Health and Adult Care incidents are centred around the two sheltered housing schemes (Griffin & Falcon house). The Children and Young People ones are from day centres and causes are quite varied (allergic reactions, contact with electricity etc). All incidents have been reviewed by the HST and the view is that there is no underlying issue behind this rise:

Breakdown of incidents involving members of the public by Department

| | 2022-23 | 2023-24 |
|------------------------------------|-----------|-----------|
| Operations (Leisure) | 57 | 38 |
| Operations (Markets) | 13 | 9 |
| Operations (Libraries) | 8 | 6 |
| Operations (Transport) | 0 | 3 |
| Children & Young People | 2 | 11 |
| Corporate Core | 4 | 4 |
| Health & Adult Care (formerly OCO) | 1 | 16 |
| TOTAL | 85 | 87 |

A breakdown of incidents involving employees by cause (as determined by the manager) shows a rise of 34, influenced by 22 more near miss reports and 13 more reports of WRV&A:

| Breakdown of incidents by cause | | |
|--|------------|------------|
| | 2022-23 | 2023-24 |
| Work related violence | 26 | 39 |
| Road traffic collision | 5 | 5 |
| Fire | 0 | 1 |
| Theft of property | 0 | 6 |
| Slip, trip or fall | 14 | 24 |
| Exposure to hazardous chemicals/substances | 4 | 1 |
| Manual handling | 21 | 13 |
| Stung/bite by insect | 0 | 1 |
| Exposure to biological agent | 0 | 1 |
| Trapping/crushing Incident | 1 | 1 |
| Medical condition | 1 | 1 |
| Animal related attack | 4 | 1 |
| Fall from height | 2 | 1 |
| Hazardous situations | 3 | 0 |
| Struck against object | 15 | 0 |
| Near miss | 7 | 29 |
| Dangerous occurrences | 1 | 4 |
| Burns/scalds | 2 | 5 |
| Repetitive movement | 2 | 1 |
| Struck by vehicle | 2 | 0 |
| Sport related | 0 | 1 |
| Contact with moving machinery | 3 | 2 |
| Cuts | 0 | 3 |
| Contact with sharp objects | 3 | 0 |
| Contact with electricity | 1 | 1 |
| Struck by moving/falling object | 0 | 4 |
| TOTAL | 117 | 145 |

Appendix 2: HSE national updates

HSE waste and recycling ebulletin (18 May 2023)

This waste and recycling bulletin included details on a series of accidents from the start of the year and how to prevent similar accidents by following health and safety guidance. In addition, there was new guidance from the Waste Industry Safety and Health (WISH) and details on a recent enforcement prosecution.

Action: Shared with Waste Management

HSE update on Asbestos (reissued)

The HSE issued a reminder about the risks posed by asbestos in their [Asbestos & You](#) campaign.

Action: Shared by the Communications Team and issued to all staff

HSE update on free training on stress risk assessment.

The law requires all employers to prevent work related stress and to support good mental health in the workplace. It is also good for business, as failing to manage stress at work can cost employers in reduced productivity, increased sickness absence, or even losing a valued member of the team. And it is the right thing to do! The HSE's Working Minds campaign brought together a range of tools and support to help businesses and workers understand the best ways to prevent work related stress and encourage good mental health.

Action: The Council developed and launched a new stress risk assessment process, including a conversation template. The Working Minds resources are promoted alongside this on the intranet.

HSE update on working in hot temperature.

The HSE issued a reminder that there is no maximum working temperature written in health and safety legislation, or when it's too hot to work, because every workplace is different. No meaningful upper limit can be imposed because in many indoor workplaces high temperatures are not seasonal but created by work activity, for example in bakeries or foundries.

Action: Shared globally, and specifically with the managers of Waste Management and Street Scene.

Building Safety

In October 2023 the main parts of the Building Safety Act 2022 came into force. These changes mainly relate to the development and management of multi residential buildings that are over 18 metres tall.

Action: Bury Council would not traditionally have any residential buildings that fall into this category but with the return of Housing Services, Peachment Place and Red Bank, may be over 18 metres tall. Details have therefore been shared with Housing Services.

Fire Safety (England) Regulations

The requirements of the Fire Safety (England) Regulations may have some implications for Housing Services. However, any new requirements for the recording of findings from Fire Risk Assessments (FRAs) produced by Bury Council and those

commissioned by external consultants are already met and have been met for some considerable time.

Action: Shared with Housing Services.

HSE Construction Site inspections

From September 2023 HSE inspectors were undertaking inspections of construction sites, focussing on the health risks of moving and handling of materials on site.

Action: The Head of Street Scene was informed about the HSE campaign.

Reinforced Autoclaved Aerated Concrete (RAAC)

Department for Education guidance for responsible bodies in education settings with confirmed RAAC in their buildings was issued.

Action: This was emailed to Children's Services management, for issuing to all Bury Schools, on 25 October 2023. A Bury Council all staff communication re RAAC in Bury Council buildings was sent out to all Bury Council staff on 15 September 2023. Content from the latest HSE and Gov.UK web pages was shared with Building Control and Architectural Services on 27 October 2023.

HSE Mental Health & Stress focus

The HSE put the reduction of work-related ill health, with a specific focus on mental health and stress, at the centre of its 2022-32 strategy and says that it intends to “deliver interventions that make a real difference”.

Action: Mental health forms a key part of the Council wellbeing approach. A communication was sent out to the whole council regarding stress management risk assessments.

Appendix 3: Update on outstanding corrective actions arising from audits and investigations 2022-2024.

In 2022/23 and 2023/24 six audits were undertaken with the number of recommended and outstanding actions shown below:

| YEAR | SERVICE AREA | NUMBER OF RECOMMENDED ACTIONS | NUMBER OF RECOMMENDED ACTIONS STILL OUTSTANDING |
|---------|--|-------------------------------|---|
| 2022-23 | Waste Management | 6 | 2 |
| | Vehicle Workshop | 9 | 1 |
| | Bury Market | 8 | 0 |
| | Architectural Services (CDM 2015) | 3 | 0 |
| 2023-24 | Building Control | 6 | 0 |
| | Architectural Services (Asbestos Management) | 10 | 0 |

In 2022/23 three investigations were undertaken and the number of recommended and outstanding actions is shown below. There were no major investigations in 2023-24.

| SERVICE AREA | NUMBER OF RECOMMENDED ACTIONS | NUMBER OF RECOMMENDED ACTIONS STILL OUTSTANDING |
|---------------------------------|-------------------------------|---|
| Waste Management (RCV Incident) | 7 | 2 |
| Bury Market (Christmas Tree) | 5 | 0 |
| Highways (Bradley Fold) | 8 | 3 |

Detail on the outstanding actions from the 2022-24 audits and investigations is set out on the following pages. All actions are shown as Amber which reflects that work is ongoing, with some delays. However, this is not seen as presenting a fundamental risk in terms of the health and safety of staff and Council compliance.


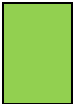
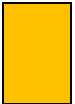

Council Audits

| Service area | Action required | Progress | RAG |
|------------------|--|--|-----|
| Vehicle Workshop | Risk assessments for all areas of the service with significant risk need to be completed and a "Risk Assessment Needs Checker" has recently been completed to aid this programme. This is an ongoing process and some excellent progress has already been made. | A new risk assessment on the repair of Electric vehicles has been completed and all staff are currently undertaking the IMI online course for electric vehicles. The remainder of the risk assessments have been written by members of the Vehicle Workshop Team and are currently being finalised. | |
| Waste Management | Risk assessments for all areas of the service with significant risk need to be completed. Ensure employees are involved in the writing of risk assessments. Communicate risk assessments to all relevant employees including information regarding the control measures put in place. Train staff in the risk assessment process. | Risk assessments have been written by members of the Waste Management Team and their UNISON representative and are currently being finalised. | |
| Waste Management | Write a training plan and implement. Keep a central record of training. | Initial training needs analysis has been completed. Data is due to be uploaded to iTrent and training arranged. An assessment of any gaps has been undertaken to assure the ability to continue to deliver safely whilst outstanding training is delivered. Attempts to appoint a temporary H&S Advisor for Operations have not so far been successful which is a barrier to progress. However, an approach has now been agreed to deliver remaining training requirements. | |

Council Investigations

| Service area | Action required | Progress | RAG |
|------------------|--|--|-----|
| Highways | a. Spoil unloading area improvements - improvements to ground surface, lighting and vehicle management arrangements. b. Introduction of a segregated spoil storage arrangement. | Budget is in place, the full scheme/plans are developed, and the Service is now working to engage a contractor. | |
| Highways | New spoil area operating instructions | Once new area created, safe use of newly created spoil unloading area instructions to be issued to all appropriate Depot users. | |
| Highways | Revised and updated Depot site rules to be communicated to all Depot users. | Once new area created, revised and updated Depot site rules to be communicated to all Depot users. Can't be done until new area exists | |
| Waste Management | Establish clear responsibilities of supervisors. | Working with HR and OD to clarify duties and develop a workshop | |
| Waste Management | Task & Finish system - This will be reviewed as part of the new end-to-end MIS systems and will be discussed with our cabinet member. | Data gathering in relation to operational activity began in May to inform a full review. | |

Appendix 4: Progress against recommendations made in the 2023 external review

Key:  Completed  On track and no concerns  Broadly on track but risk to be noted until full delivery  Significant risk to be highlighted. Work progressing with delivery plan identified.

| No. | Recommendation | Priority | Who | Progress to Date | Future Actions | Timescale |
|--------------------------|--|----------|-------------|--|--|-----------|
| Corporate H&S | | | | | | |
| Plan | | | | | | |
| 1 | Restructure the health and safety policy statement such that there is a short statement of intent, which is backed up by the organisation and arrangements for bring the policy into being. The policy should be signed off by the Chief Executive and Council Leader and reviewed regularly to ensure it remains fit for purpose. | High | SM, PF & DB | <ul style="list-style-type: none"> Revised H&S Policy in place Signed by Chief Exec and Leader Shared with staff via global communication | | Completed |
| 2 | Embed the leadership principles contained within HSE's INDG 417 Leading Health and Safety at Work, much of this has already been achieved. Train the Council's senior management team in their strategic health and safety responsibilities. The suggested course would be the IOSH Accredited Safety for Executives and Directors. Senior managers should be encouraged to be seen out and about within their Directorates and discuss matters relating to work and more widely with their staff. | High | SM | <ul style="list-style-type: none"> SMF session on Health and Safety delivered in April 23 Presentation suitable as an alternative to the IOSH accredited course has been drafted by PF. Senior managers encouraged to be more visible by visiting employees in their normal work environments e.g. on site. | <ul style="list-style-type: none"> SMF Health and Safety Masterclass based on HSE IND417 scheduled to be delivered internally on 11/07/24 | July 24 |

| No. | Recommendation | Priority | Who | Progress to Date | Future Actions | Timescale |
|-----|---|----------|---------------------------|---|--|-----------|
| 3 | Develop in conjunction with Trade Union representatives, senior managers, HST and elected members a health safety improvement plan. Such a plan would state the clear objectives, including priorities for action, KPIs and milestones to measure performance. Performance measures should include a basket of reactive and proactive measure which will assist the council to monitor and report on health and safety performance. The objectives should be SMART, and the priorities for action should be realistic and achievable and focus on those issues which give rise to the greatest risk to the council. In conjunction with the improvement plan develop a robust reporting process against the target identified which allows for quarterly and annual reports to SLT and JCC. It is suggested that the duration of the improvement plan should be three years. The plan should identify a number of key priorities for each year and associated actions to enable progress in delivering on the priorities can be assessed. | High | CK & HST, TUs, Senior Mgt | <ul style="list-style-type: none"> A 3-year strategy has been drafted, including clear objectives, priorities for action and KPIs | <ul style="list-style-type: none"> Strategy to go through approvals processes in Q2 2024-25 | July 24 |
| 4 | Develop a competent strategic lead to oversee the implementation of the improvement strategy across the council. They should have an overview of the effectiveness of the system in managing occupational health and safety risks as low as reasonably practicable, including the risk assessment process and | High | SM | <ul style="list-style-type: none"> HR Business Manager role created and appointed to, to provide more strategic oversight of Health and Safety activity Completed IOSH Managing Safely course | | Completed |

| No. | Recommendation | Priority | Who | Progress to Date | Future Actions | Timescale |
|-----------|---|----------|------------------|--|--|--------------------------------------|
| | establishment and maintenance of a competent workforce. | | | and fully supported by Director of People and Inclusion plus Health and Safety team members | | |
| Do | | | | | | |
| 5 | Review the RA policy and procedure guidance, ensuring a consistent approach across the council, which enables to council to demonstrate that all significant hazards have been identified and suitable and sufficient RAs have been undertaken, risk control measures implemented and recorded. | High | CK, PF & DB | <ul style="list-style-type: none"> ▪ New risk assessment needs checker template, risk assessment template and guidance developed ▪ Central risk assessment storage location developed in Teams for all services to use ▪ Risk Assessment Needs Checkers have been uploaded for 88/88 services and risk assessments are being uploaded. When last audited (17 May 2024) a total of 776 individual risks had been identified as needing to be risk assessed, and risk assessments had been uploaded for 415 of these. | <ul style="list-style-type: none"> ▪ Risk assessments covering the remainder if the risks identified to be uploaded to the central storage location. ▪ Quality assurance of risk assessments to commence | <div>June 24</div> <div>Mar 25</div> |
| 6 | Develop through a robust Training Needs Analysis process a training matrix for health and safety competencies required throughout the council. | High | Ops HoS, IL, MJ, | <ul style="list-style-type: none"> ▪ Mandatory (all staff) health and safety e-learning has been launched as planned | <ul style="list-style-type: none"> ▪ The HR Team are now working to upload this information into | Sept 24 |

| No. | Recommendation | Priority | Who | Progress to Date | Future Actions | Timescale |
|-----|--|----------|-----------------------------------|---|---|-----------------------------|
| 7 | <p>Develop a plan which will enable to the delivery of the training program to ensure competence at all levels.</p> <p>Ensure that there is a consistent approach to Health and Safety training across the Council. Establish a formal policy on Training Needs Analysis (with Matrix) so that general and specific health and safety training can be monitored in all services.</p> | | PF, DB & CK | <ul style="list-style-type: none"> Delivery of health and safety training for all managers now embedded in the corporate management development programme The Operations Department have compiled a comprehensive position statement, by employee, on all health and safety training. | <p>iTrent to allow effective recording and reporting, and OD colleagues are supporting Operations managers to develop a training plan, procure training providers and arrange delivery.</p> <ul style="list-style-type: none"> Once this is in place for the Operations Department, it will be rolled out across the Council, beginning with Housing Services. | Mar 25 |
| 8 | Explore available IT systems which will enable an overview of Departmental RAs, training needs and health surveillance. The system would ideally provide real-time information regarding these key elements of the SMS, to ensure continued workforce competence and compliant RA process. | Medium | CK & PF / HR / IT / Service Heads | <ul style="list-style-type: none"> Health Surveillance now being monitored through new Occupational Health contract (Optima) Teams based solution for Risk Assessment in place | <ul style="list-style-type: none"> Introduce iTrent functionality for recording and monitoring essential training requirements Work with ICT to develop an improved risk assessment recording and reporting system as a long-term option | <p>Jun 24</p> <p>Dec 25</p> |

| No. | Recommendation | Priority | Who | Progress to Date | Future Actions | Timescale |
|-----|--|----------|-------------|--|--|--------------------------------------|
| 9 | Review the format and content of online policy and procedure guidance to managers, ensure a consistent format and an appropriate level of detail based upon risk. Address the deficiencies in the hazards for which advice is given. A programme is already in place, but this may need to be accelerated. | Medium | CK, PF & DB | <ul style="list-style-type: none"> Reviewing 15% of intranet pages and content annually, as set out in the Annual Report Ensuring a standard format in plain English which is easy to follow | <ul style="list-style-type: none"> 15% reviewed already this year, include stress, asbestos, CDM, H&S inductions, agile working | On track Ongoing over 3 years |
| 10 | To ensure that the Council procures equipment and services which meet the council's health and safety expectations, a system should be developed to ensure health and safety is a consideration for selection. Further, HST should provide advice on higher risk activities. | Medium | PF | <ul style="list-style-type: none"> H&S Team provides input to procurement requirements for equipment and some contracts. Agreed way of working with 'Architects' function established in relation to CDM compliance | <ul style="list-style-type: none"> Discuss Procurement Team opportunities to strengthen health and safety information in the Council's procurement guidance | Sept 24 |
| 11 | Provide HST staff with training on incident investigation techniques. | Medium | PF & DB | <ul style="list-style-type: none"> E-learning course identified, but a more substantial course to be investigated. | <ul style="list-style-type: none"> One member of Corporate H&S Team to attend each year (DB 23/24; PF 24/25); DB completed course in Dec 23. | Mar 25 |
| 12 | To enable the best use of internal HST resources in improving the council's performance consideration should be given to outsource the delivery of the 3-day Managing safely course. | Low | PF & CK | <ul style="list-style-type: none"> Managing Safely courses already booked up to and including April 24. Pass and satisfaction rates are very high. Cost analysis found that more cost effective if PF continues to deliver. Also a more tailored | <ul style="list-style-type: none"> Currently recruiting to additional H&S roles to ensure capacity to deliver the 3-year H&S Strategy | Completed |

| No. | Recommendation | Priority | Who | Progress to Date | Future Actions | Timescale |
|-------------------|---|----------|---------|---|---|-----------|
| | | | | course to Bury Council and current feedback of delivery is highly positive. | | |
| 13 | Review the communication mechanisms and ensure that health and safety issues are given prominence with the regular communication which go to staff and ensure that all messages reach the relevant people in a timely manner. | Low | CK & PF | <ul style="list-style-type: none"> Global Health, & Wellbeing emails issued to all staff 4-weekly on Wednesdays re-branded as Health, Safety & Wellbeing with enhanced health and safety content Six toolbox talk contents written and shared with HoS for Waste Management for delivery to Operational staff | <ul style="list-style-type: none"> Ensure H&S communications reach frontline staff. H&S Team to write content of further Toolbox Talks for managers to deliver | Ongoing |
| 14 | Review the Lone working procedures within the Council to ensure that they are effective for all peripatetic staff. | Low | PF & DB | <ul style="list-style-type: none"> Lone Working Guidance was considered as part of a new major guidance package on work-related violence and aggression, where arrangements were created and communicated. | <ul style="list-style-type: none"> Further reviews of Lone Working guidance will feature as part of the 15% rolling programme of intranet reviews. | Completed |
| Check/ Act | | | | | | |
| 15 | Develop a robust schedule of audit, sampling, inspections, and safety tours to enable managers to be reassured that the health and safety management system and its component parts are in place and functioning effectively. | High | PF & DB | <ul style="list-style-type: none"> A robust system of undertaking 4 audits per year (plus audits for schools) is already in place informed by the | <ul style="list-style-type: none"> Audits of Highways and SCP delayed in 23-24 due to staff absence, however SCP due for completion in Q1 of | Ongoing |

| No. | Recommendation | Priority | Who | Progress to Date | Future Actions | Timescale |
|-----|--|----------|---------|---|--|-----------|
| | | | | annual risk assessment needs checker. <ul style="list-style-type: none"> Additional site and building safety visits are also scheduled | 24-25. Housing and Highways also due to be audited in 24-25 <ul style="list-style-type: none"> Capacity to carry out more audits to be reviewed annually | |
| 16 | Review the policy, procedures, reporting and investigating systems for accidents, incidents and near misses across the Council and encourage the further reporting of near misses at all levels. | High | PF & DB | <ul style="list-style-type: none"> System in place for reporting accidents, incidents and near misses. Significant increase in near miss reporting from 7 in 22-23 to 29 in 23-24. | <ul style="list-style-type: none"> Review system and identify improvements Develop communications for the whole workforce re using the system – and especially about near misses | Sept 24 |
| 17 | There should be greater political oversight of the performance of the health and safety management system, and the portfolio holder for health and safety should take an active role in challenging other portfolio holders around the health and safety performance of their departments. | Med | SM | <ul style="list-style-type: none"> Health and Safety is now a standing item on the relevant Portfolio agenda | <ul style="list-style-type: none"> Update to Cabinet Members on their responsibilities and opportunities for involvement to be scheduled Mandatory health and safety training for all Members scheduled for September 24 | Sept 24 |
| 18 | Review the policy and systems in relation to Contractor Management to ensure a consistent approach is achieved across the Council. | Med | | <ul style="list-style-type: none"> Construction, Design & Management training has been developed and delivered to staff in markets and architects and shared with all | <ul style="list-style-type: none"> Training content on Duty Holder responsibilities under CDM 2015 has been developed and will be converted to e- | Sept 24 |

| No. | Recommendation | Priority | Who | Progress to Date | Future Actions | Timescale |
|-------------------|---|----------|----------|--|---|-----------|
| | | | | relevant senior managers. | learning, so completions can be monitored <ul style="list-style-type: none"> Identify who needs training in which services H&S content within procurement guidance and requirements to be reviewed. | |
| 19 | Ensure that the continual improvement strategy is reviewed in the light of performance data as set out in the KPIs identified within the strategy and required changes to policy are made. | Low | SM & CK | | <ul style="list-style-type: none"> Review 3-year strategy and KPIs after 12 months | Mar 25 |
| Operations | | | | | | |
| 1 | Give consideration to the re-establishment of a H&S role within the Department of Operations, as an interim, to provide additional support to the high risk services and consider additional H&S training (such as the NEBOSH National General Certificate) for Operational Managers. | High | DD | <ul style="list-style-type: none"> Post approved and advertised several times. Failed to appoint. | <ul style="list-style-type: none"> Requesting EOIs from internal teams for a 3-month secondment, with the option to extend. Closing date for EOIs 5th July | August 24 |
| 2 | Ensure that manager and supervisors have the competency and resources to be able to carry out their responsibilities in relation to risk assessments. Reconsider the use of the 'risk assessment tracker' until assurance is obtained on the suitability and sufficiency of general risk assessments within the department. | High | Corp H&S | <ul style="list-style-type: none"> See Corporate H&S Action 5 above IOSH Managing Safely training programme in place which includes focus on risk assessments – most managers and supervisors have | <ul style="list-style-type: none"> Oversight will continue through new corporate risk assessment process (see above) | Completed |

| No. | Recommendation | Priority | Who | Progress to Date | Future Actions | Timescale |
|-----|--|----------|-------|--|--|-----------|
| | | | | received training, and further courses already booked into October 24 <ul style="list-style-type: none"> ▪ Risk Management Workshop held in Waste Management June 24 | | |
| 3 | Consideration should be given to further investigation within waste and transport to determine vehicles being fit for purpose including manual handling issues and issues with handbrakes in RCV's | High | DD | <ul style="list-style-type: none"> ▪ Monitor incident reports through Ops H&S committee. ▪ Manual handling training already ongoing in waste. ▪ 15 handbrakes checked on 27 November – and the remaining 6 on 4 December 23. No issues identified. | <ul style="list-style-type: none"> ▪ An anti-roll away system was fitted to the trade vehicle in January as a trial. ▪ Review of the pilot by Mid July. If successful – fit to all RCV's by April 25 | April 25 |
| 4 | Review the Corporate Landlord function and ensure that all building H&S compliance issues are achieved across all Council buildings. | High | JK/BT | <ul style="list-style-type: none"> ▪ Approach now agreed ▪ Facilities Management Board established ▪ Statutory compliance is being managed on a virtual basis by the FM team across all buildings ▪ Under our Future Asset Plan we have taken action to reduce our liability associated with the business estate by allocating £500K additional funding to | <ul style="list-style-type: none"> ▪ Formally establish revised FM team structure - posts still out to recruitment | Mar 25 |

| No. | Recommendation | Priority | Who | Progress to Date | Future Actions | Timescale |
|-----|---|----------|------------|--|--|-----------|
| | | | | support business critical building work | | |
| 5 | Re-establish the H&S meetings at middle management and supervisor level within sections of the Department. | High | NSL | <ul style="list-style-type: none"> Already have Bradley Fold H&S meeting – and Departmental H&S JCC | <ul style="list-style-type: none"> Heads of Service have now established middle management meeting to discuss H&S. This is through dedicated H&S meetings or included as an agenda item on service team meetings. Checked with HOS 26 June that all is in place. There is also a Bradley Fold group which picks up H&S of the depot including site inspections with the H&S advisor and the Trade Union rep. | Completed |
| 6 | Reconsider the use of the H&S Audit questionnaire sent to managers and establish a program of Audits to be conducted more frequently by the HST team. | Medium | NSL/P F/SD | <ul style="list-style-type: none"> H&S audit questionnaire recently completed Audit questionnaire reviewed and simplified March 24 H&S audit for Operations refreshed for 24/25 | <ul style="list-style-type: none"> Aim to increase the number of H&S audits in 25/26 | Completed |
| 7 | Consider the resourcing and workloads within all services, so that managers and | Medium | NSL | <ul style="list-style-type: none"> Process for spot checks in place, records are | <ul style="list-style-type: none"> H&S is now embedded into team | Completed |

| No. | Recommendation | Priority | Who | Progress to Date | Future Actions | Timescale |
|-----|---|----------|----------|---|--|-----------|
| | supervisors have more time to be able to carry out more 'spot checks' and monitoring of the teams in observing their health and safety performance at the site level. | | | kept, and it is on H&S committee agendas. | meetings, 1:1 meetings and job descriptions <ul style="list-style-type: none"> ▪ The new IT system which has been installed for waste management includes H&S checks and reminders ▪ Spot checks is already a standing item on the Ops H&S group meeting ▪ Corporate reminders are also sent out regarding risk registers and risk assessments. | |
| 8 | Establish and deliver some Leadership and H&S Behavioural courses for the middle managers and supervisors to try and progress the move towards a more positive health and safety culture. | Medium | PF & LJ | <ul style="list-style-type: none"> ▪ H&S module on the mandatory Management Development Programme ▪ Managing Safely IOSH course delivered to managers across the Department, including all Waste managers | <ul style="list-style-type: none"> ▪ Develop and deliver cultural/ behavioural training to first line supervisors. ▪ Develop bespoke leadership training for RCV drivers in consultation with DD ▪ Look at development programme for behaviours in waste | Completed |
| 9 | Develop Health and Safety procedures/ Safe Systems of work for high-risk | Medium | NSL/ HoS | <ul style="list-style-type: none"> ▪ It is the responsibility of Service Heads to ensure that SSoW are | <ul style="list-style-type: none"> ▪ Identify high risk activities then develop more robust | Sept 24 |

| No. | Recommendation | Priority | Who | Progress to Date | Future Actions | Timescale |
|-----|--|----------|-------|--|---|----------------------|
| | activities and communicate these to the staff | | | created for their work areas. | procedures/ safe systems of working – NSL to raise at Departmental Group | |
| 10 | Further establish the FM role within Bradley Fold Depot and consider the investment of resources into the site to ensure remedial works are undertaken on some of the issues. | Medium | PS/DD | <ul style="list-style-type: none"> ▪ LS identified a budget to support facilities improvement at Bradley Fold ▪ Action plan already developed ▪ CCTV system now installed. | <ul style="list-style-type: none"> ▪ Deliver facilities improvement work ▪ Depot meetings held every 2 months with walk abouts with H&S advisor and TU. ▪ Additional programme of works in place for 24/25 ▪ FM and Deport projects are the joint responsibility of DD and PS and is working well | Completed |
| 11 | Review the SLA with schools and ensure that the caretaking staff are not going ‘above and beyond’ in assisting schools (and potentially putting themselves at risk) when contractors should be obtained. | Medium | DC | <ul style="list-style-type: none"> ▪ SLAs have been updated and communicated to all School Head Teachers and Business Managers to include the risk manager’s responsibilities towards the Cleaning and Caretaking teams operating in their building. ▪ Each building serviced by the Cleaning and Caretaking team have | <ul style="list-style-type: none"> ▪ Investigating using construction management app which is used by Bury Housing Service – would allow dynamic risk assessments – Ongoing but delayed due to capacity in BHS - Awaiting outcome of service review ▪ Area Coordinators are reviewing | Nov 23 Jan 24 |

| No. | Recommendation | Priority | Who | Progress to Date | Future Actions | Timescale |
|-----|--|----------|----------------|---|---|-----------|
| | | | | <p>received a new H&S folder with all risk assessments reviewed and updated to cover general maintenance jobs.</p> <ul style="list-style-type: none"> ▪ All COSHH data is updated and included in the folder ▪ Schools have been advised that 'any tools provided by the school will need to be maintained and risk assessed by the school' | <p>similar Risk Assessments from BHS to ensure consistency of RAs with support from PF</p> <ul style="list-style-type: none"> ▪ Area coordinators are including RA discussion in one to ones with caretakers which is ongoing. | June 24 |
| 12 | Consider more tailored and bespoke Policy statements for each Head of Service to try and achieve more 'buy-in' from the staff within these services. | Low | NSL & Ops Mgrs | <ul style="list-style-type: none"> ▪ Council H&S Policy in place ▪ Draft prepared for waste management but needs simplifying | <ul style="list-style-type: none"> ▪ Once the statement for Waste Management has been finalised, the approach will be rolled out across other Operations Department services | Sept 24 |

Health and Safety Strategy

2024 - 2027

Contents

| | |
|---|----|
| Contents..... | 2 |
| 1. Introduction..... | 3 |
| 2 Aims and Objectives | 4 |
| 3 Strategy Context..... | 7 |
| 4 Strategy Action Plan | 7 |
| Appendix 1: Strategy Action Plan | 9 |
| Appendix 2: Key Performance Indicators (KPIs) | 12 |

1. Introduction

- 1.1 Bury Council is the local authority for the Metropolitan Borough of Bury in Greater Manchester, providing or commissioning the full range of local government services to Bury's nearly two hundred thousand residents. Bury consists of six towns: Bury, Prestwich, Radcliffe, Ramsbottom, Tottington and Whitefield and the shared vision of the borough for 2030 is set out in the [LET'S Do It! Strategy](#).
- 1.2 There are established moral, legal compliance and financial reasons for adopting high standards of health and safety and it is important to recognise that there are benefits to the Council in adopting a pro-active, good practice approach to management of this key area.
- 1.3 The Council, as an employer and service provider, has a range of statutory responsibilities for health and safety as set out in health and safety legislation, including the [Health and Safety at Work etc. Act \(1974\)](#) and the [Management of Health and Safety at Work Regulations \(1999\)](#).
- 1.4 In addition, effective health and safety management is essential in order to:
 - Reduce risk
 - Reduce accidents and incidents
 - Increase productivity, because employees are healthier, happier and better motivated (think this should be further up the list)
 - Reduce employee absence and turnover rates
 - Lower the threat of legal action
 - Improve our reputation
 - Reduce costs
- 1.5 This document sets out the overarching strategy for health and safety at Bury Council for the three-year period to March 2027. It aims to be forward-looking and build on the improvements in health and safety management systems already achieved by the Council over recent years.
- 1.6 The health and safety management systems within the Council are well established. Ongoing reviews and improvements are essential to meet new and emerging challenges, including changing approaches to work through the adoption of agile working. Opportunities for increasing productivity through supporting improvement to work related health and wellbeing, and ensuring the procurement of contracted services take health and safety into account are also important considerations.
- 1.7 This strategy will also support, where possible, the national strategies developed by the Health & Safety Executive (HSE).
- 1.8 This strategy should be read in conjunction with the Council's Health and Safety Policy and Annual Reports.

2 Aims and Objectives

2.1 This strategy aims to protect our greatest assets – our people. It sets out how we will achieve this over the next 3 years, by concentrating our work on the areas of greatest health and safety challenge and where we can make the biggest difference to benefit the Council and the borough of Bury. Designed to challenge, it will ensure we improve standards and will inform our activity and approach to the delivery of our work. It is developed in line with Bury's Let's Do It strategy and has at its core the message 'Let's Do It safely!'

2.2 Our key objectives over the next 3 years are:

1. Review the Council's risk assessment processes and ensure full compliance

In year one, our priority is to review the risk assessment process and ensure it is fit for purpose. This involves reviewing the risk assessment needs checker template and ensuring all services complete this to ascertain and prioritise risks. Also, launching a new risk assessment template and guidance that is fit for purpose and suitable for all to use to gain a uniform approach. Services will be required to upload all risk assessment documentation to a central Teams folder. This will be monitored corporately, and services will continue to be able to access their master risk assessments from this folder.

A percentage of the risk assessments will be quality assured to ensure suitability and sufficiency. Challenge will be given to services that are weaker, and support provided wherever necessary.

Over the 3 years we aim to have full compliance with the risk assessment process, with documentation completed to a high standard.

2. Develop a system to centrally monitor compliance with health and safety training and work towards full compliance

Our aim is to equip the workforce with the necessary skills and knowledge to carry out their tasks in a safe and healthy way. This will include:

- Ensuring all employees complete the Health & Safety in the Workplace e-learning training so that they have an increased awareness of risks and controls to carry out their duties without harm to themselves or others.
- Ensuring all line managers attend in-person health and safety training as part of the Council's core Management Development Programme
- Offering managers and supervisors with responsibility for assessing risks accredited IOSH Managing Safely training
- Involving employees in the reviewing of risk assessments and safe working procedures.

Furthermore, we will carry out a training needs analysis for all services to determine where we are now and what training needs to be put in place. The training will be prioritised according to risk. A system will be

developed to record training records centrally on iTrent, which will allow continual monitoring and reporting. This process has already begun, starting with the higher risk services in the Council which are in the Operations Department.

3. Develop a robust health and safety culture

Over the lifespan of this strategy, we will ensure that the Council develops a positive, proactive approach to health and safety, where everyone understands their responsibilities and takes action to protect their own safety and that of others.

We will achieve this by:

- Ensuring proactive and visible leadership of health and safety by Leaders and Members and a consistent 'health and safety first' stance.
- Involving employees in taking decisions about health and safety and ensuring they can influence it through their own actions. Employees are often the best people to understand the risks in their workplace.
- Continuing to work closely with the trade unions.
- Producing regular communications for the workforce to raise awareness and encourage engagement in relevant health and safety matters.

A positive and robust health and safety culture will support everyone to work together to identify joint solutions to problems and manage risks sensibly, which ultimately will reduce accidents and ill health plus the associated costs to the Council. It will also show that the Council prioritises the safety and wellbeing of its employees, making them feel valued, involved and empowered.

4. Integrating Housing Service's into our approach to health and safety

In the first year, it is essential that a baseline audit is carried out within Housing Services so that the Council can fully understand the current position in terms of health and safety performance. From there, an action plan will be developed and steps taken to make improvements and integrate approaches.

5. Take action to minimise work related violence and aggression

The Council has seen an increase in incidences of workplace violence and aggression over recent years. This is a common theme across the public sector. However, as an employer, the Authority must ensure that it is taking all appropriate steps to protect the workforce. Improvements here will be supported via strengthened risk assessments, specialist training a clear zero tolerance culture and communications and identifying implementing best practice from elsewhere.

6. Take action to help reduce work related ill health, with a specific focus on mental health and stress

Incidences of work-related ill health are increasing across Great Britain, and the most reported causes are stress, depression, or anxiety. This is

reflected in the Council's sickness absence figures, where 39.16% of all long-term absences and 14.51% of all short-term absences in 2023-24 were related to mental wellbeing. In both cases, they were the top reason for absence.

The Council has recently produced a new stress risk assessment guide for managers and associated stress risk assessment templates. This latest guidance has been communicated to all staff along with guidance and information from outside bodies such as the HSE, but further communications will be issued to maintain awareness.

Further planned interventions include:

- The HR Team will work proactively to manage sickness absence, including making use of the EAP and Optima occupational health service. Also making available to all employees the Counselling and Family Centre where appropriate.
- Continue to raise awareness of support options through global communications.
- Supporting managers to proactively carry out individual stress risk assessments, wherever needed.
- A review of the Council's sickness absence policy
- Targeted responses to areas of specific concern as identified through absence data and the staff Pulse Survey.

7. Occupational health

The Council moved to a new, external occupational health provider in July 2023 and the aim over the next 3 years is to fully embed this new approach and ensure a high performing, high quality service.

The provider will also deliver a managed health surveillance programme, which is essential to identify ill health caused by work and to ensure employees in safety critical roles are fit to work. The Council will ensure all employees in scope are up to date with the relevant checks and develop an effective and smooth-running process.

8. Property

Work to deliver building condition surveys of all Council owned properties is underway as part of the Future Asset Programme (FAP). This is a large task that will need to be tackled in sections, beginning with the key properties used by employees to deliver Council services. It will allow a strategic approach to be progressed around the size and shape of the Council's future estate, informed in the first instance by health and safety assurance and the current state and sustainability of buildings. It is essential that the Council ensures buildings comply with all legal requirements including electrical safety, legionella, gas safety, fire safety and asbestos management. Work to assure compliance corporately has begun and is being led by the Facilities Management Team.

3 Strategy Context

3.1 The Council has based its health and safety management structures and arrangements on the guidance set out in the Health and Safety Executive's documents:

- Managing for Health and Safety (HSG 65)
- Leading health and safety at work (INDG417), issued jointly by the Institute of Directors and the Health and Safety Executive.
- Protecting people and places (HSE Strategy 2022-32)

4 Strategy Action Plan

4.1 Key Actions

The Strategy Action Plan attached at Appendix 1 sets out the key actions that will be undertaken as part of this strategy.

4.2 Performance Management and Monitoring

The Council will maintain a range of performance indicators (see Appendix 2) to enable:

- Development and maintenance of the Corporate Health and Safety Policy, Strategy, Guidance and action plans.
- Monitoring of compliance with the Health and Safety Policy, Strategy and guidance.
- Monitoring that staff have received the appropriate Health and Safety training.
- Implementing initiatives and corrective action for areas of concern.

Delivery and amendment to the Strategy Action Plan will be monitored by the Director of People and Inclusion and formally reported to the Health and Safety JCC.

An annual corporate health and safety performance report will be formally presented to the Health and Safety JCC and Cabinet at the end of each financial year.

4.3 Roles and Responsibilities

The Chief Executive has the overall accountability for ensuring that Bury Council operates in a safe and healthy manner, however responsibility for coordinating its delivery lies with the Director of People and Inclusion and the Corporate Health and Safety Team.

Ultimately though, all employees have a responsibility for health and safety, and they are accountable for co-operating with the Council in meeting its obligations and taking all reasonable steps to protect people and resources.

4.4 Funding

Delivery of this strategy will be met using existing resources within the Health and Safety service and, where appropriate, elsewhere within the Council.

Where recommendations are made to services, any improvements must be sourced from the specific service budgets.

Appendix 1: Strategy Action Plan

| Ongoing actions | Q1 | Q2 | Q3 | Q4 |
|--|---|---|--|--|
| 2024-25 | | | | |
| <ul style="list-style-type: none"> Review and update the health and safety guidance on the intranet (15% per year) Monitor incidents and make recommendations to counteract any identified trends or concerns. Monitor the implementation of recommendations arising from health and safety audits and inspections. Conduct an effective health surveillance programme Produce regular health and safety communications for the workforce | <ul style="list-style-type: none"> 3-year health and safety improvement strategy developed Full council-wide risk assessment needs analysis complete All health surveillance up to date and a rolling programme started Training needs analysis undertaken and mandatory health and safety training plan in place for the Operations Department Audit School Crossing Patrol service | <ul style="list-style-type: none"> First quarterly report 24/25 published Launch 3 year strategy – global communications Require all non-personal risk assessments to be stored centrally for sample checking and QA Ensure health and safety is effectively included in the procurement process Recruit H&S Advisor (Housing) Start audit of Repairs and Refurbishments (Housing Services) | <ul style="list-style-type: none"> Second quarterly report 24/25 published Schools' model health and safety and annual compliance exercise Review of first aid provision within the Council Review of incident reporting process Complete audit of Repairs and Refurbishments (Housing Services) and produce an action plan Managed health surveillance programme up to date | <ul style="list-style-type: none"> Third quarterly report 24/25 published Review of mental wellbeing within the Council Audit Highways service Training needs analysis undertaken and mandatory health and safety training plan in place for Housing Services Training session at Senior Managers Forum on how to complete a risk assessment, with supporting information they can cascade. All high risk staff to have received work-related violence and aggression (WRV&A) training |
| 2025-26 | | | | |
| <ul style="list-style-type: none"> Review and update the health and safety guidance on the intranet (15% per year) | <ul style="list-style-type: none"> Annual report for 24-25 published Progress against 3 year strategy to be shared with the workforce with | <ul style="list-style-type: none"> First quarterly report 25/26 published Training needs analysis undertaken and mandatory health and | <ul style="list-style-type: none"> Second quarterly report 25/26 published Senior leaders to audit health and safety within their service areas (HST | <ul style="list-style-type: none"> Third quarterly report 25/26 published Training needs analysis undertaken and mandatory health and |

| | | | | |
|--|---|--|--|---|
| <ul style="list-style-type: none"> ▪ Audit Council services (4 per year), developing action plans to address areas of concern. ▪ Monitor incidents and make recommendations to counteract any identified trends or concerns. ▪ Monitor the implementation of recommendations arising from health and safety audits and inspections. ▪ Conduct an effective health surveillance programme ▪ Produce regular health and safety communications for the workforce | <p>health and safety campaign</p> <ul style="list-style-type: none"> ▪ Senior leaders to require managers to involve staff and trade unions in all health and safety matters affecting them, including the review of risk assessments ▪ Quality check building condition survey | <p>safety training plan in place across Health and Adult Care</p> <ul style="list-style-type: none"> ▪ Quality check that all risk assessments are in the correct format then return and assist with corrective actions | <p>will provide a checklist) and include staff and unions</p> <ul style="list-style-type: none"> ▪ Repairs and Refurbishments (Housing Services) to have completed all actions from the audit action plan | <p>safety training plan in place for all Council services</p> |
| 2026-27 | | | | |
| <ul style="list-style-type: none"> ▪ Review and update the health and safety guidance on the intranet (15% per year) ▪ Audit Council services (4 per year), developing action plans to address areas of concern. ▪ Monitor incidents and make recommendations to counteract any | <ul style="list-style-type: none"> ▪ Annual report for 25-26 published ▪ Review progress against this Strategy and take remedial action where needed over the year and respond to lessons learnt ▪ Progress against 3 year strategy to be shared with the workforce with | <ul style="list-style-type: none"> ▪ First quarterly report 26/27 published ▪ 100% of non-personal risk assessments in a consistent format stored centrally | <ul style="list-style-type: none"> ▪ Second quarterly report 26/27 published ▪ Review and consult to inform the next 3 year strategy | <ul style="list-style-type: none"> ▪ Third quarterly report 26/27 published ▪ All health and safety training up to date and regular monitoring process in place |

| | | | | |
|--|-----------------------------------|--|--|--|
| <p>identified trends or concerns.</p> <ul style="list-style-type: none">▪ Monitor the implementation of recommendations arising from health and safety audits and inspections.▪ Conduct an effective health surveillance programme▪ Produce regular health and safety communications for the workforce | <p>health and safety campaign</p> | | | |
|--|-----------------------------------|--|--|--|

Appendix 2: Key Performance Indicators (KPIs)

| KPI | Further information | Target | Baseline at 31/12/23 | Outcome at 31/3/24 |
|---|---|--------------------|----------------------|-------------------------------------|
| Compliance and risk assessment | | | | |
| % return of risk assessment needs checkers from all Council services annually | RANC's last completed in Spring 2023 | 100% | Spring 23 = 100% | 2 July 24 = 97.7% (86/88 services) |
| % of services who have up to date risk assessments in place and uploaded to the corporate storage portal for all the risks identified in their risk assessment needs checker | Corporate storage portal only made available from 2024 | 100% | N/A | 2 July 24 = 21.6% (19/88 services) |
| % response to schools' health and safety assurance check | Issued to 33 maintained schools on 19 September 2023 | 100% | | 7 Mar 24 = 100% return (33 schools) |
| Training | | | | |
| % compliance with mandatory health and safety e-learning | First issued to staff November 2023 % of Organisational Compliance for all contracted internal staff and agency staff | 100% | 7 Dec 23 = 33.3% | 3 June 24 = 58.6% |
| % compliance with mandatory fire safety e-learning | % of Organisational Compliance for all contracted internal staff and agency staff | 100% | 7 Dec 23 = 64.6% | 3 June 24 = 61.2% |
| % compliance with mandatory first aid awareness e-learning | % of Organisational Compliance for all contracted internal staff and agency staff | 100% | 7 Dec 23 = 53.4% | 3 June 24 = 69.2% |
| % of employees who are up to date with mandatory work-related health and safety training | Monitoring process currently being developed for the Operations Department. This will then be rolled out across the Council. Monitoring to be in place by end of Sept 25. | 100% | N/A | N/A |
| % of managers to have completed the Management Development Programme, including the health and safety module | Management development programme launched in January 2023 | 100% by March 2027 | N/A | 4 July 2024 = 45.7% |

| KPI | Further information | Target | Baseline at 31/12/23 | Outcome at 31/3/24 |
|--|---|------------------|----------------------|---|
| Sickness absence | | | | |
| Average days lost to sickness absence per full time equivalent employee | | 9.85 | 2022-2023 = 14.5 | 2023-2024 = 13.71 |
| Occupational health and health surveillance | | | | |
| Occupational Health appointments within 10 days of the referral | | 95% | N/A | 2023-24 = 99.56% |
| Completion of health surveillance requirements for existing Council employees | Optima led health surveillance programme began 12 February 2024 | 100% | | As at 24 April 24, 89.1% (295/331) have attended appointments. |
| Organisational culture | | | | |
| % positive response to 'I have confidence in my employer's arrangements to protect my health and safety at work' | To be included in the October 24 pulse survey | 95% | N/A | N/A |
| Incidents | | | | |
| Number of accidents reported each year | | Lower is better | 2022-23 = 195 | 2023-24 = 203 |
| Number of near misses reported each year | | Higher is better | 2022-23 = 7 | 2023-24 = 29 |
| Number of RIDDOR reportable incidents each year | | Lower is better | 2022-23 = 6 | 2023-24 = 5 |
| Guidance | | | | |
| % of intranet guidance reviewed annually | | 15% | Over 15% | 23.7% reviewed including stress, asbestos, fire safety, COSHH, health and safety tool, induction, risk assessments. |

Equality Impact Analysis

This equality impact analysis establishes the likely effects both positive and negative and potential unintended consequences that decisions, policies, projects and practices can have on people at risk of discrimination, harassment and victimisation. The analysis considers documentary evidence, data and information from stakeholder engagement/consultation to manage risk and to understand the actual or potential effect of activity, including both positive and adverse impacts, on those affected by the activity being considered.

To support completion of this analysis tool, please refer to the equality impact analysis guidance.

Section 1 – Analysis Details (Page 5 of the guidance document)

| | |
|--|--|
| Name of Policy/Project/Decision | Health & Safety Policy, Strategy 2024-27 and Annual Report 2023-24 |
| Lead Officer (SRO or Assistant Director/Director) | Sam McVaigh |
| Department/Team | HR |
| Proposed Implementation Date | September 2024 |
| Author of the EqlA | Sam McVaigh |
| Date of the EqlA | August 2024 |

| |
|---|
| 1.1 What is the main purpose of the proposed policy/project/decision and intended outcomes? |
| <p>In accordance with the Health and Safety Executive (HSE) best practice the Council produces an annual Health and Safety Report. This report sets out key health and safety activity over the preceding financial year alongside a summary of reported health and safety incidents. This enables learning and the proactive development of best practice moving forwards.</p> <p>As part of the annual reporting process the Council's Health and Safety Policy is also reviewed (in-line with HSE Best Practice). The Policy sets out how the Authority will meet its responsibilities under the Health & Safety at Work etc. Act 1974 and all other associated legislation to provide and maintain safe and healthy working conditions, equipment and systems of work for all employees, and to provide such information, instruction and training as may be necessary for this purpose. In addition, it also sets out how the Council will take responsibility for the health, safety and welfare of third parties such as contractors, visitors or members of the public who may be affected by our activities.</p> |

Additionally, in-line with the recommendations from an external review of Health and Safety arrangements in the Council conducted in 2023, the Council has developed a new 3-year Health and Safety Strategy which proposes a set of priorities for 2024-27, including:

- Ensuring full compliance with our robust new risk assessment process
- Developing a system to centrally monitor health and safety training and working towards full compliance
- Developing a robust health and safety culture
- Integrating Housing Services into our approach to health and safety

Section 2 – Impact Assessment (Pages 6 to 10 of the guidance document)

2.1 Who could the proposed policy/project/decision likely have an impact on?

Employees: **Yes**

Community/Residents: **Yes – contractors, visitors and members of the public affected by our activities**

Third parties such as suppliers, providers and voluntary organisations: **Yes – where compliance with Council health and safety policies and practices is required**

If the answer to all three questions is 'no' there is no need to continue with this analysis.

2.2 Evidence to support the analysis. Include documentary evidence, data and stakeholder information/consultation

Documentary Evidence: Our [Employment Equality Report](#) illustrates the demographics of the staff this policy relates to.

Data: Health and safety performance data is included in the Health and Safety Annual Report 23-24

Stakeholder information/consultation:

2.3 Consider the following questions in terms of who the policy/project/decision could potentially have an impact on. Detail these in the impact assessment table (2.4) and the potential impact this could have.

- Could the proposal prevent the promotion of equality of opportunity or good relations between different equality groups? **No**
- Could the proposal create barriers to accessing a service or obtaining employment because of a protected characteristic? **No**
- Could the proposal affect the usage or experience of a service because of a protected characteristic? **No**
- Could a protected characteristic be disproportionately advantaged or disadvantaged by the proposal? **No**
- Could the proposal make it more or less likely that a protected characteristic will be at risk of harassment or victimisation? **Less**
- Could the proposal affect public attitudes towards a protected characteristic (e.g. by increasing or reducing their presence in the community)? **No**
- Could the proposal prevent or limit a protected characteristic contributing to the democratic running of the council? **No**

| 2.4 Characteristic | Potential Impacts | Evidence (from 2.2) to demonstrate this impact | Mitigations to reduce negative impact | Impact level with mitigations Positive, Neutral, Negative |
|--------------------|--|--|--|--|
| Age | Young people are likely to be new to the workplace and so are at more risk of injury in the first six months of a job, as they may be less aware of risks and how to raise concerns. | | Health and Safety covered as part of corporate induction checklist. Risk assessments to support young employees | Neutral |
| Disability | Health surveillance findings may result in | | The checks are in place to safeguard employees and those impacted by their | Neutral |

| | | | | |
|-------------------|--|--|---|---------|
| | employees temporarily or permanently being unable to fully or partially carry out their roles. | | activities. Many are also a legal requirement so must be carried out. Support and guidance (via our occupational health provider, managers and HR) is in place to keep employees in work or return to work as soon as possible. | |
| Disability | Health conditions/ disabilities could impact an employee's ability to work safely | | DSE assessments, reasonable adjustments, H&S Toolkit, personal risk assessments. | Neutral |

| | | | | |
|-------------------|---|--|---|---------|
| Disability | Some health conditions and disabilities may require support during emergency evacuations | | Personal Emergency Evacuation Plans (PEEP) can be set for colleagues with their managers and support from H&S | Neutral |
| Disability | Emergency evacuations may require people to evacuate in a style and manner they may be uncomfortable with | | Emergency evacuation guidance overrides the Equality Act 2010. This requires people to evacuate in a manner they may feel is undignified. All efforts will be made to maintain dignity where possible in a PEEP. PEEPs can be reviewed and practiced at regular intervals | Neutral |

| | | | | |
|---------------------------------------|---|--|---|---------|
| Disability | Some disabled colleagues may not be able to access online H&S training or engage with online training formats | | H&S training can be provided in different formats as a workplace adjustment so that all colleagues receive this training in a way that is suitable to them. This may include an increased frequency of undertaking training | Neutral |
| Gender Reassignment | May be more exposed to work related violence and aggression (WRVA) by virtue of the characteristic | | Guidance to support employees subject to WRVA based upon gender identity | Neutral |
| Marriage and Civil Partnership | | | | |
| Pregnancy and Maternity | Pregnancy could impact an employee's ability to work safely | | Risk assessments to protect pregnant colleagues | Neutral |
| Pregnancy and Maternity | Policy, guidance and training may have updated or changed during maternity | | Colleagues returning from maternity will be asked to undertake H&S training on their return to work | Neutral |

| | | | | |
|----------------------------|--|--|---|---------|
| Race | May be more exposed to work related violence and aggression (WRVA) by virtue of the characteristic | | Guidance to support employees subject to race related WRVA | Neutral |
| Race | Some colleagues may not be able to access online or written H&S training or engage with online or written training formats | | H&S training can be provided in different formats as a workplace adjustment so that all colleagues receive this training in a way that is suitable to them This may include an increased frequency of undertaking training | Neutral |
| Religion and Belief | | | | |
| Sex | May be more exposed to work related violence and aggression (WRVA) by virtue of the characteristic | | Guidance to support employees subject to WRVA based on gender | Neutral |
| Sexual Orientation | May be more exposed to work related violence and aggression (WRVA) by | | Guidance to support employees subject to WRVA based upon sexual orientation | Neutral |

| | | | | |
|---|------------------------------|--|--|--|
| | virtue of the characteristic | | | |
| Carers | | | | |
| Looked After Children and Care Leavers | | | | |
| Socio-economically vulnerable | | | | |
| Veterans | | | | |

Actions required to mitigate/reduce/eliminate negative impacts or to complete the analysis

| 2.5 Characteristics | Action | Action Owner | Completion Date |
|---------------------|--------|--------------|-----------------|
| | | | |

Section 3 - Impact Risk

Establish the level of risk to people and organisations arising from identified impacts, with additional actions completed to mitigate/reduce/eliminate negative impacts.

3.1 Identifying risk level (Pages 10 - 12 of the guidance document)

| Impact x Likelihood = Score | | | Likelihood | | | |
|-----------------------------|---|-----------|------------|----------|--------|-------------|
| | | | 1 | 2 | 3 | 4 |
| | | | Unlikely | Possible | Likely | Very likely |
| Impact | 4 | Very High | 4 | 8 | 12 | 16 |
| | 3 | High | 3 | 6 | 9 | 12 |
| | 2 | Medium | 2 | 4 | 6 | 8 |
| | 1 | Low | 1 | 2 | 3 | 4 |

| | | | | | | |
|--|---|----------------------|---|---|---|---|
| | 0 | Positive / No impact | 0 | 0 | 0 | 0 |
|--|---|----------------------|---|---|---|---|

| | | | | |
|-------------------|--------------------|-------------------------|----------------------------|---------------------------|
| Risk Level | No Risk = 0 | Low Risk = 1 - 4 | Medium Risk = 5 – 7 | High Risk = 8 - 16 |
|-------------------|--------------------|-------------------------|----------------------------|---------------------------|

| | |
|---|---|
| 3.2 Level of risk identified | 2 |
| 3.3 Reasons for risk level calculation | On occasion, health and safety considerations take priority over protected equality characteristics where necessary to protect people's safety. |

Section 4 - Analysis Decision (Page 11 of the guidance document)

| 4.1 Analysis Decision | X | Reasons for This Decision |
|---|----------|----------------------------------|
| There is no negative impact therefore the activity will proceed | X | |
| There are low impacts or risks identified which can be mitigated or managed to reduce the risks and activity will proceed | | |
| There are medium to high risks identified which cannot be mitigated following careful and thorough consideration. The activity will proceed with caution and this risk recorded on the risk register, ensuring continual review | | |

Section 5 – Sign Off and Revisions (Page 11 of the guidance document)

| 5.1 Sign Off | Name | Date | Comments |
|--|-------------|-------------|-----------------|
| Lead Officer/SRO/Project Manager | Sam McVaigh | 20/08/2024 | |
| Responsible Asst. Director/Director | | | |
| EDI | Lee Cawley | 20/08/2024 | |

EqIA Revision Log

| 5.2 Revision Date | Revision By | Revision Details |
|-------------------|-------------|------------------|
| | | |
| | | |
| | | |
| | | |
| | | |



| | |
|--------------------------------|----------------------------------|
| Classification: Open | Decision Type: Non-Key |
|--------------------------------|----------------------------------|

| | | |
|-------------------|---|--------------------------------|
| Report to: | Cabinet | Date: 04 September 2024 |
| Subject: | Adult Social Care Performance Quarter One Report 2024/25 | |
| Report of | Deputy Leader and Cabinet Member for Health and Wellbeing | |

Summary

1. This is the Adult Social Care Department Quarter 1 Report for 2024-25. The report outlines delivery of the Adult Social Care Strategic Plan, preparation for the new CQC Assessment regime for local authorities and provides an illustration and report on the department's performance framework.

Recommendation(s)

2. To note the report.

Reasons for recommendation(s)

3. N/A.

Alternative options considered and rejected.

4. N/A.

Report Author and Contact Details:

Name: Adrian Crook

Position: Director of Adult Social Services and Community Commissioning

Department: Health and Adult Care

E-mail: a.crook@bury.gov.uk

Background

5. This is the Adult Social Care Department Performance Report covering Quarter 1 of 2024-25.
-

Links with the Corporate Priorities:

The Adult Social Care Department is committed to delivering the Bury 'LETS' (Local, Enterprising, Together, Strengths) strategy for our citizens and our workforce.

Our mission is to work in the heart of our communities providing high-quality, person-centred advice and information to prevent, reduce and delay the need for reliance on local council support by connecting people with universal services in their local communities.

For those eligible to access social care services, we provide assessment and support planning and where required provide services close to home delivered by local care providers.

We aim to have effective and innovative services and are enterprising in the commissioning and delivery of care and support services.

We work together with our partners but most importantly together with our residents where our intervention emphasises building on individual's strengths and promoting independence.

We ensure that local people have choice and control over the care and support they receive, and that they are encouraged to consider creative and innovative ways to meet their needs. We also undertake our statutory duties to safeguard the most vulnerable members of our communities and minimise the risks of abuse and exploitation.

Equality Impact and Considerations:

6. In delivering their Care Act functions, local authorities should take action to achieve equity of experience and outcomes for all individuals, groups and communities in their areas; they are required to have regard to the Public Sector Equality Duty (Equalities Act 2010) in the way they do carry out their work. The Directorate intends to drive forward its approach to EDI, ensuring that equality monitoring information is routinely gathered, and consider how a realistic set of S/M/L-term objectives may help to focus effort and capacity.

Environmental Impact and Considerations:

7. N/A

Assessment and Mitigation of Risk:

| Risk / opportunity | Mitigation |
|--------------------|------------|
| N/A. | N/A. |

Legal Implications:

7. This report demonstrates the Council's preparation for the new CQC inspection regime, its Care Act 2014 statutory duties and the strategic plan for Adult Social Care.

Financial Implications:

8. There are no financial implications arising directly from this report.

Appendices:

Appendix - Data sources and what good looks like.

Background papers:

Adult Social Care Strategic Plan 2023-2026

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

| Term | Meaning |
|------|-------------------------|
| CQC | Care Quality Commission |

Adult Social Care Performance Report for Quarter One, 2024/25

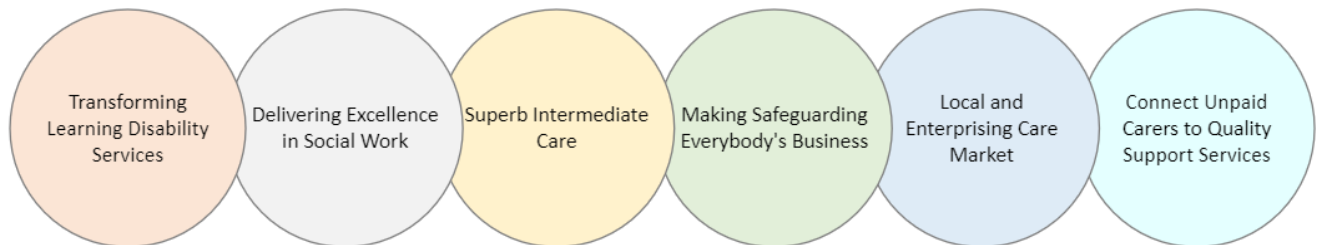
1.0 Executive Summary

- 1.1 This report provides a summary of the performance of the Adult Social Care Department during Quarter 1 of 2024-25. The report outlines delivery of the Adult Social Care Strategic Plan, preparation for the new CQC Assessment regime for local authorities and provides an update on the department's performance framework. It also provides an opportunity to reflect on the achievements of the last year and which areas require further improvement.
- 1.2 This first quarter saw a review of last year's strategic objectives and a reset of our priorities for the coming years. This resulted in the addition of a priority on supporting carers because this year sees the preparation of the next Carers Strategy due for 2025 onwards along with the recommissioning of our carers service where a new contract will start on 1st April 2025
- 1.3 The department also reset a number of our obsessions (see 2.5 below) to ensure focus on areas we hope to see significant improvement in. This saw the addition of people waiting for a social work assessment and increasing the number of people who provide feedback about their experience of receiving support.
- 1.4 Much positive work has taken place over the last quarter with many of our ongoing transformation programmes moving forward at pace with significant progress being achieved in all 6 of our strategic priorities
- 1.5 Despite a drop in people contacting us for support, which we will monitor, we actually saw our activity increase in the quarter with both more reviews and more assessments taking place. This is a result of our investment in and commitment to reducing waiting numbers and waiting times. This is particularly evidence in the large reductions in people waiting for a review following investment in additional staff last year.
- 1.6 We reported last year that we were disappointed not to see an increase in people with a learning disability in paid employment despite a real focus on this in 23/24 and huge improvements in our employment support services. We were concerned this was a recording issue and we are pleased to report this was correct and the numbers of people with al learning disability now in paid employment nearly doubled from 2.6% to 3.8% of the people living with a learning disability known to us, The best performance in our region is currently 4.1% so whilst we have further to go this is a huge improvement.

2.0 Delivery of the Adult Social Care Strategic Plan

- 2.1 Adult Social Care are committed to delivering the Bury 'LETS' (Local, Enterprising, Together, Strengths) strategy for our citizens and our workforce. Our mission is to work in the heart of our communities providing high-quality, person-centred advice and information to prevent, reduce and delay the need for reliance on local council support.

- 2.2 The Adult Social Care Strategic Plan 2023-26 sets out the Department's roles and responsibilities on behalf of Bury Council. It explains who we are, what we do, how we work as an equal partner in our integrated health and social care system and identifies our priorities for the next three years:



- 2.3 To build a health and social care system which will sustain our communities in the coming years within the funding available to us we need to look at providing support in different ways. Our journey over the next 3 years will be one of improvement and transformation, with the development of clear assurance mechanisms to enable transparency and accountability to the communities we serve. As we explore what social care delivery will look like 3 years from now, we will ensure that people who receive our support and their carers are at the heart of co-producing our social care delivery model and that their voice is central as we navigate through the financial and systemic changes we must make. The need for a new strategic priority to 'connect unpaid carers to quality support services' has been identified alongside the preparation of a new carers strategy in 2024/25 and progress will be included in future quarterly reports.
- 2.4 As part of the refresh of our strategic plan we have identified new obsessions for us to focus on. An obsession is a key part of an outcome-based accountability framework where focus on these areas have positive knock-on effects right across our areas of work.
- 2.5 Over the next year we will focus on:
- Reducing the number of people waiting for a social work needs assessment.
 - Increasing the number of peoples safeguarding outcomes partially or fully met.
 - Increasing the number of people leaving intermediate care services independently.
 - Increasing the number of people with a learning disability who are provided with the opportunity to live more independently.
 - Increasing the number of people accessing care and support information and advice that promotes people's wellbeing and independence.
 - Increasing the number of people with lived experience who provide feedback.
 - Increasing the number of unpaid carers identified.
- 2.6 The 2023-26 Strategic Plan includes an annual delivery plan to deliver the service priorities, this is monitored on a quarterly basis. Quarter 1 highlights include:

Priority 1 – Transforming Learning Disabilities

- The newly recruited Adult Social Care Preparing for Adulthood staff have completed their induction.

- The Together Towards Independence project governance was established with work streams in place, an initial project plan and measures approved.
- A real-time online reporting system has been introduced to allow us to track progress in training and employment achieved by local people with learning disabilities and autism. During April to June, the Bury Employment Service Team (BEST) supported nine people into jobs, which is a significant achievement.

Priority 2 – Delivering Excellence in Social Work

- A draft progression policy for social workers has been produced and shared with managers to cascade to teams for feedback.
- New case file audit and feedback forms have been prepared for the Social Work Quality board for further design and feedback. Their purpose is to enable the regular collection of feedback from people in receipt of care and support.

Priority 3 – Superb Intermediate Care

- An internal commissioning review has been completed and a report with recommendations and action plan has been prepared as part of the IMC services review. Task and Finish groups have been initiated, concentrating on specific actions from the plan.
- Reablement coordinators have been analysing service delivery data to establish a starting benchmark. They are working alongside the reablement team to increase performance and productivity by understanding data and KPIs.
- The IMT Quality Assurance meeting is continuing to oversee the plans to ensure that a strengths-based ('I statements') approach has been undertaken. This approach continues to support great outcomes for Bury residents.

Priority 4– Making Safeguarding Everybody's Business

- The Safeguarding Adults Board has signed-off of a multi-agency MARM protocol.
- The Strategic MARM Panel has been established with multi-agency partnership buy-in.
- The 'Safeguarding Transformation' programme mandate has been agreed with Adults Senior Leadership Team.
- A Safeguarding Operational Group has been established for management of Safeguarding Adults Review (SAR) recommendations.

Priority 5– A Local and Enterprising Care Market

- Housing programmes for extra care and older people's accommodation scoping has been completed and potential sites are being explored.
- Initial scoping and engagement for the Prevention and Wellbeing Strategy has been completed.
- The Dementia Steering Group is meeting monthly to develop commissioning action plans in line with national and local policy.
- The Ageing Well Steering Group is meeting monthly and has completed initial scoping of an Ageing Well strategy.
- The current Provider Workforce Support Offer has been extended to help Adult Social Care Providers with permanent recruitment as well as reducing the use of agency staff by providing access to a bank of flexible workers. This will allow for the procurement of a permanent support offer moving forward.

Priority 6 – Connect Unpaid Carers to Quality Support Services

- Engagement and consultation for the Carers Strategy has been completed along with data analysis of demographics/support needs of carers.

- N-Compass has developed a proposal for Bury, Rochdale and Oldham Councils to connect carers to services when they are discharged from Hospital, through the Accelerated Reform Fund.

3.0 Update on CQC Assessment of Local Authorities

3.1 Since the CQC published its finalized assessment guidance for local authorities in December 2023, it has now contacted over 40 councils ([Local authority assessment reports - Care Quality Commission](#)) as it works towards assessments of all 153 councils over two years. No local authorities in Greater Manchester had been contacted at the time of writing.

3.2 Local progress in terms of CQC Assessment readiness activity includes:

- Continuing to compile the CQC Information Return.
- Preparation of a self-assessment of Adult Social Care in Bury in conjunction with briefings for senior stakeholders across the Bury health and care system.
- A 'Getting the Call' plan for pre-assessment planning is in place.
- Local key contacts for the CQC for the site visit have been confirmed.

4.0 Highlight Report for Quarter 1, 2024/5

| Adult Social Care - Quarterly Highlight Report - Quarter 1 | | | | | | | | | |
|--|---|-----------|----------|-----------|--------------|---------------------|--------------------|------------------|-----------------|
| Obsessions | Performance Measures | Frequency | Polarity | Sparkline | Lastest Data | Direction of Travel | Rank | | |
| | | | | | | | (higher is better) | | |
| | | | | | | | CIPFA (16) 22/23 | NW (24) Q4 23/24 | GM (8) Q1 24/25 |
| Reduce the number of people waiting for a social work needs assessment | Number of people on waiting list for ASC needs assessment | Q | L | | 90 | ✓ | | | 2 |
| | Median number of days waiting for an ASC needs assessment | Q | L | | 39 | ✓ | | | 6 |
| Increase the number of people who have their safeguarding outcomes partially or fully met | Proportion of people that were asked about their outcomes | Q | H | | 86% | ✗ | | 9 | |
| | Of those who expressed outcomes the proportion of people who have their safeguarding outcomes fully or partially met | Q | H | | 95% | ⚠ | | 7 | |
| Increase the number of people leaving intermediate care services independently | The proportion of people who received short-term services during the year where no further request was made for ongoing support | Q | H | | 89% | ✓ | 8 | 8 | |
| | The proportion of older people (65+) who were still at home 91 days after discharge from hospital | A | H | | 86% | ✗ | 8 | | |
| Increase the number of people with a learning disability who are provided with the opportunity to live more independently | Number of people trained in the progression model | Q | H | | 38 | | | | |
| | Number of customers who have had an assessment or review using the progression model [TBC] | Q | H | | | | | | |
| Increase the number of people accessing care and support information and advice that promotes people's wellbeing and independence. | The proportion of people and carers who use services who have found it easy to find information about services and/or support | A | H | | 66% | ✓ | 11 | | |
| | The proportion of people who use services, who reported that they had as much social contact as they would like | A | H | | 46% | ✓ | 11 | | |
| Increase the number of people with lived experience who provide feedback | Number of feedback provided [TBC] | Q | H | | | | | | |
| Increase the number of unpaid carers identified | Total number of new carers registered with Bury Carers' Hub | Q | H | | 70 | ✗ | | | |

Annual Measures: ASCOF 23/24

Quarterly Measures: updated Q1 24/24

The Department has adopted an outcome-based accountability framework to monitor performance and drive improvement. Several outcomes have been chosen that will change if the objectives of our strategic plan are met, we call these our obsessions. An obsession is a key part of an outcome-based accountability framework where focus on these areas have positive knock-on effects right across our areas of work

Reduce the number of people waiting for a social work needs assessment.

The first quarter of the 2024/25 year has been marked by a robust performance in the area of assessments. The data from page 12 of the report provides a comprehensive overview of our achievements and the areas where we aim to improve further.

During this period, we have seen a **steady increase in the number of assessments completed**, which is indicative of our department's enhanced capacity and efficiency. The average time between initial contact and completion of assessment has seen a **notable decrease**, demonstrating our commitment to providing timely support to those in need.

Our team has worked diligently to streamline the assessment process, introducing new methodologies that have significantly improved our response times. We have also focused on staff training, ensuring that our social workers are equipped with the latest tools and knowledge to conduct thorough and effective assessments.

Moreover, we have taken steps to ensure that our assessments are not just quick, but also of high quality. We have implemented a quality assurance framework that allows for regular review and improvement of our assessment procedures. This has led to more accurate identification of needs, enabling us to tailor our services more effectively to each individual's circumstances.

As we continue to refine our processes, we remain dedicated to the principle that every individual who appears to have needs for care and support should receive a comprehensive assessment. Our goal is not only to maintain the improvements we have achieved but to build on them, ensuring that our assessments are both prompt and of the highest possible standard.

Increase the number of people who have their safeguarding outcomes fully or partially met

Asking people what outcomes they want to achieve and whether they have them during a safeguarding intervention is a central component of making safeguarding personal.

The making safeguarding personal framework was developed to provide a means of promoting and measuring practice that supports an outcomes focus and person led approach to safeguarding adults. The framework aims to enable councils and SABs to better identify how practice is impacting on outcomes, indicate areas for improvement, enable bench marking, and share best practice and learning.

As stated in the Q1 update below we are now meeting our 23/24 obsession to ensure that we are asking meeting their outcomes. We are now working on our 24/25 obsession to fully or partially achieving those outcomes; the data now shows that we are now meeting this obsession. However, when this was discussed at the Safeguarding Operations Group, we have taken an action to review the data we do expect that if there is a slight data error. However, we still are confident that we are making improvements in this area.

Increase the number of people leaving intermediate care independently.

Intermediate Care is a range of services aimed at preventing, reducing and delaying the need for care, helping people recover after hospital or avoid being admitted.

Rarely do we find people keen to be dependent upon adult social care, so it is important we have services available that aim to prevent this. This is why continuing to improve these services are a key priority in our plan.

This indicator is available quarterly and shows that 89% of the people who use our intermediate care services receiving no ongoing long-term care which is an improvement on the 84% last quarter. which means we are currently ranked 8 out of 24 in the Northwest. This metric continues to improve due to the quality checks and a strengths-based approach.

People with learning disabilities or autism provided with the opportunity to live more independently

Our “Together Towards Independence” programme brings together commissioners, Providers and social workers to redesign how we support people with learning disabilities or autism to live more independently.

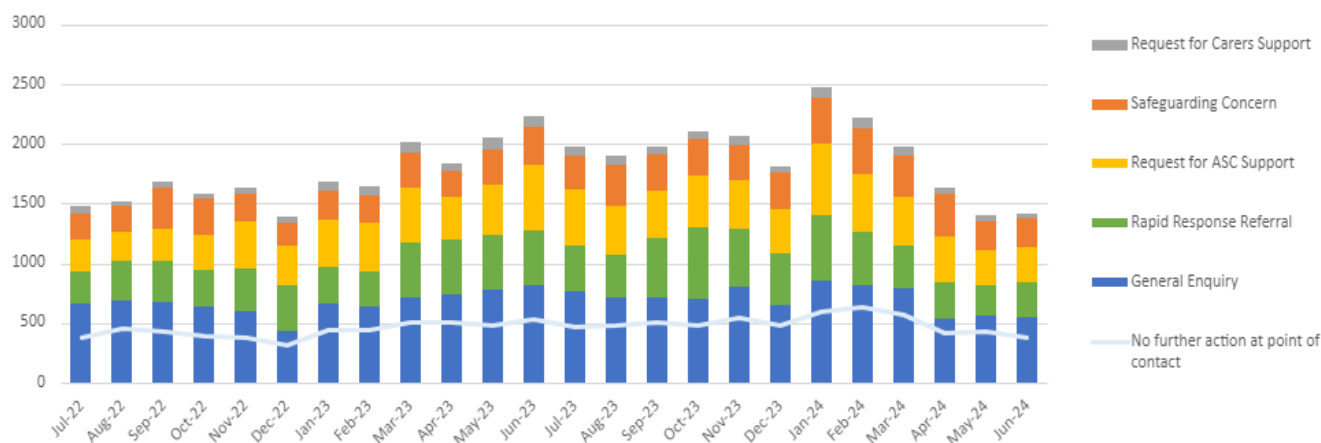
Over 40 social workers have been trained April-June to use strengths-based approaches when they assess people; and we are developing ways of making sure that good practice is embedded and self-sustaining. Workshops are planned in August and September to engage with Providers of care and accommodation to improve our services and re-design processes.

Pilot work in 23-24 using this strengths-based approach showed that it's possible to achieve better outcomes for people whilst providing less care, this led to our residents becoming more independent, better able to live in their communities locally, and needing fewer services. This is now being scaled up across all learning disability services.

4.1 Contacts

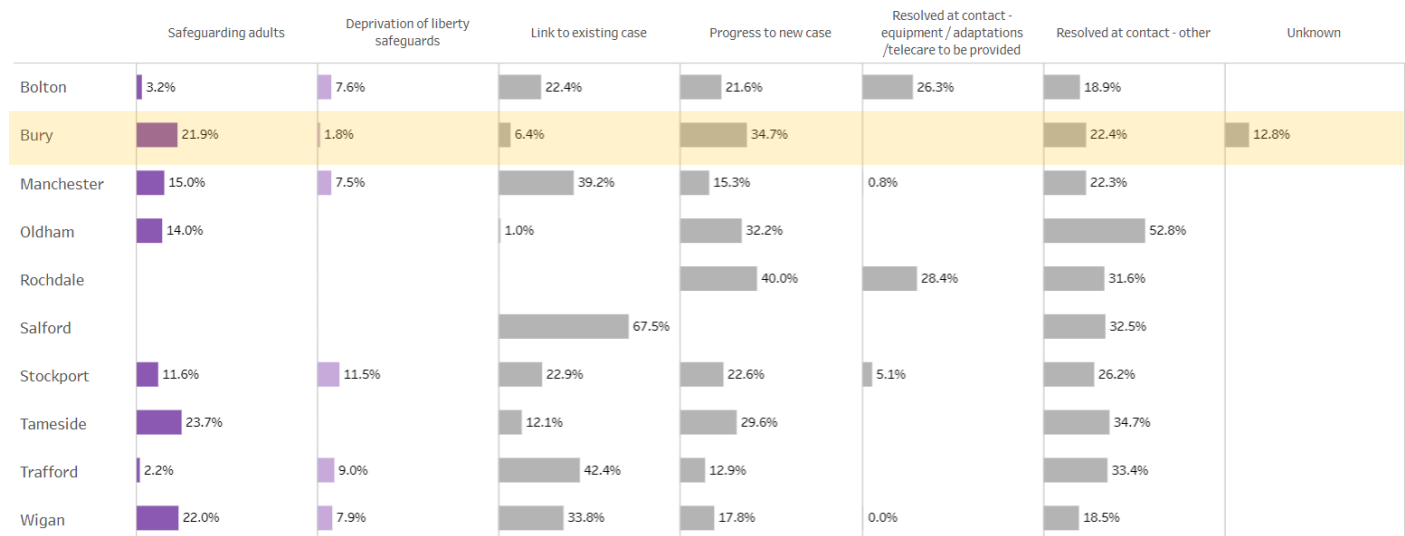
The primary means of public contact to request support, information and advice is through our care, connect and direct office (CAD). A higher proportion of contacts resolved by CAD means that people's enquiries are being dealt with straightaway and not passed on to other teams.

Number of Adult Social Care (ASC) Contact Forms recorded each month.



How does Bury Compare?

Contacts by Outcome | May 2024



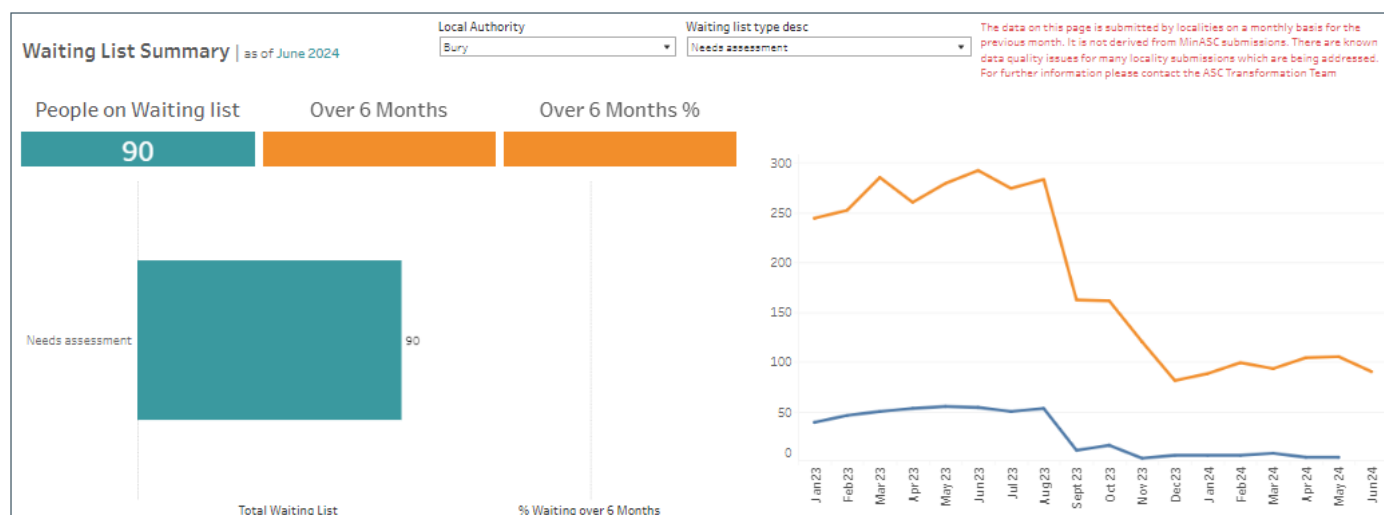
Contacts – Q1 commentary

This shows the number of contacts the department receive each month and what they were about. It also illustrates the number resolved by our contact centre.

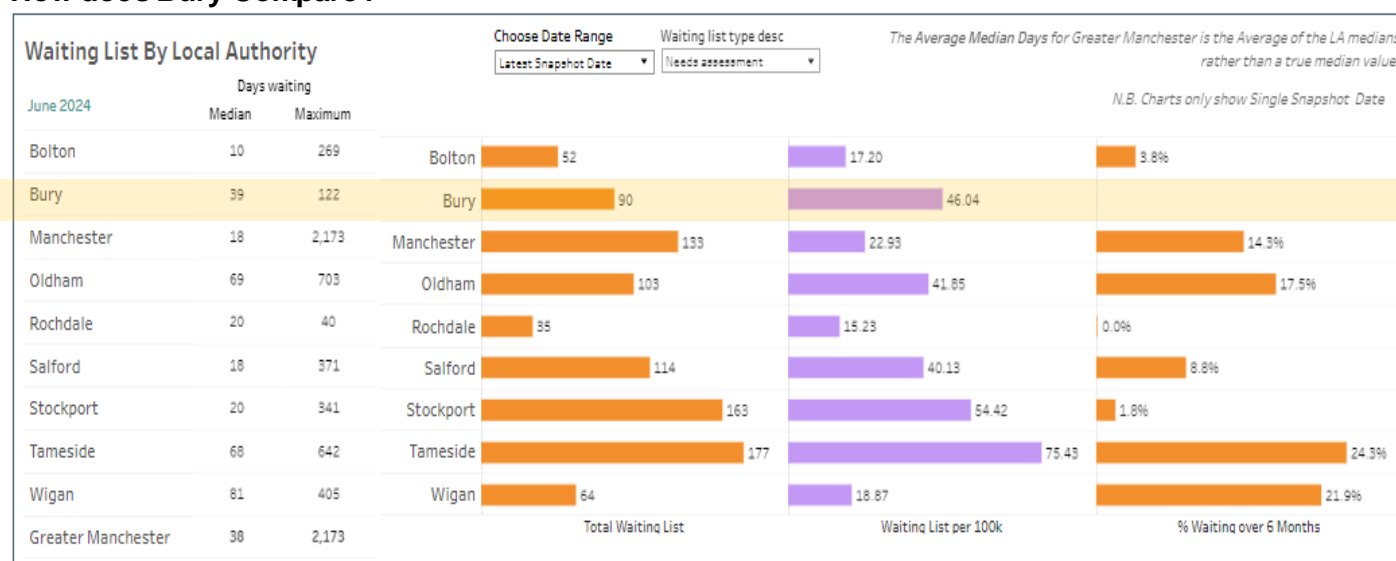
After a busy Q4 2023/24, April, May and June were quieter for CAD with volumes returning to levels not seen since 2022. The reduction was consistent for all types of contact, and nothing has changed externally that would influence this so we will monitor this going forward.

4.2 Waiting Times for Assessments and Reviews

People awaiting an assessment or review of their needs by social workers, occupational therapists or deprivation of liberty safeguards assessors. Reduced waiting times lead to improved outcomes for people because they are receiving a timelier intervention.



How does Bury Compare?



Waiting list – Q1 commentary

Significant progress has been made in reducing the number of individuals awaiting a social work needs assessment. As of June 2024, we have successfully decreased the waiting numbers by approximately two-thirds, a testament to the efficacy of our targeted initiatives under the oversight of the Performance and Improvement Board and the dedication of our staff. We now have only 90 waiting to see a social worker and no-one over 6 months.

This achievement was facilitated by the strategic investment in expanding our Reviewing Team, which directly addressed the backlog of overdue reviews, the results of which can be seen later in this report. The government's MSIF funding enabled this reduction by allowing us to recruit additional social workers into

our community teams, but we acknowledge the necessity for continued efforts to maintain and improve upon this progress.

Having identified in previous years the lack of prompt allocation of young people transitioning into adult social care we have invested in additional social work and business support roles, we have established a dedicated resource for 'preparing for adulthood,' ensuring a smoother transition for these individuals. The collaboration between the Adults' department and Children's and SEND colleagues has been instrumental in co-producing a revised Preparing for Adulthood Standard Operating Procedure, reflecting our commitment to continuous improvement.

As we move forward into the 2024/25 period, we remain focused on our mission to reduce waiting times further. Our strategies are informed by data, informing a targeted approach via our governance boards to deliver timely allocation and intervention reducing waiting times. We are dedicated to enhancing our pathways and systems and ensuring timely assessments for all those in need despite increasing demand for our services. We have set ambitious targets for our workforce with a specific focus on median waiting times which are starting to impact. We will be building on progress in the next quarter by reviewing the NHS initiatives on 'Waiting Well' to establish if the same principles can be applied in Adult Social Care.

The measures implemented in Q1 have begun to show positive results, with a gradual reduction in waiting times. The department remains committed to further reducing the waiting list and will continue to monitor progress closely.

Further attention is required in people waiting for waiting for Occupational Therapy assessments were at the end of June 190 people were waiting. Whilst too high this is one of the lower numbers waiting in Greater Manchester. A business case is currently being prepared to address this area for improvement.

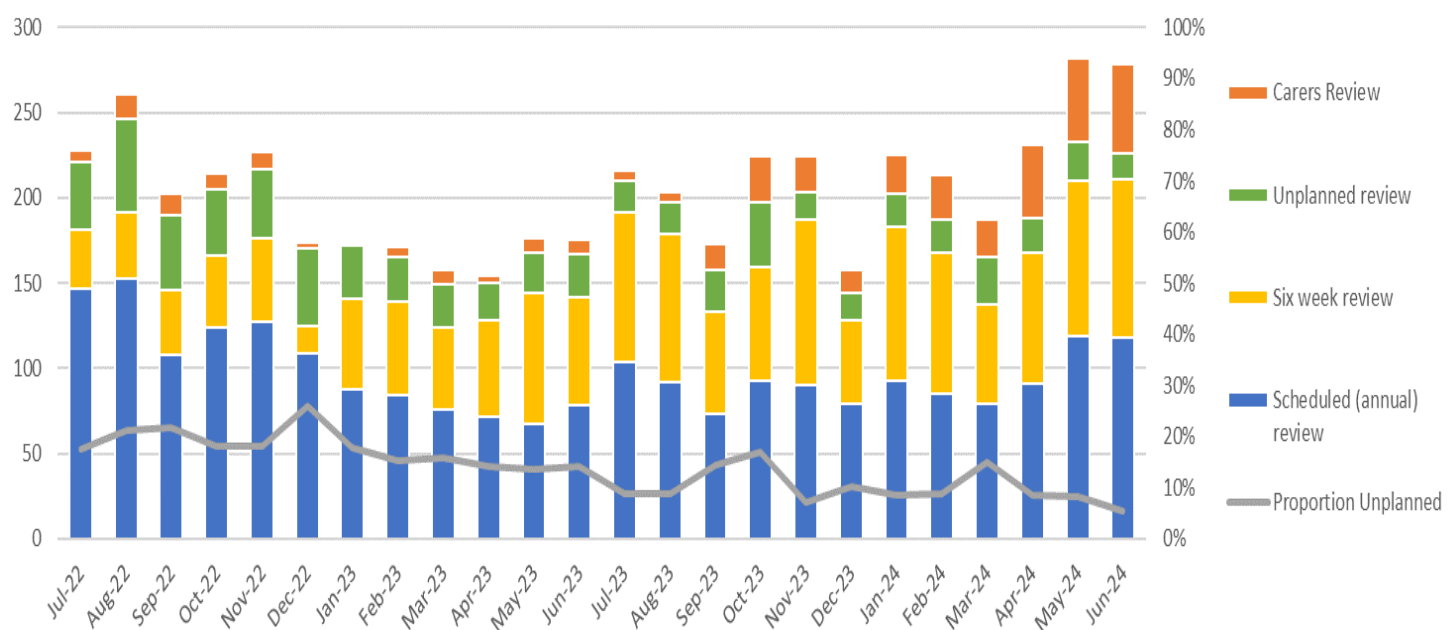
June 2024



4.3 Reviews

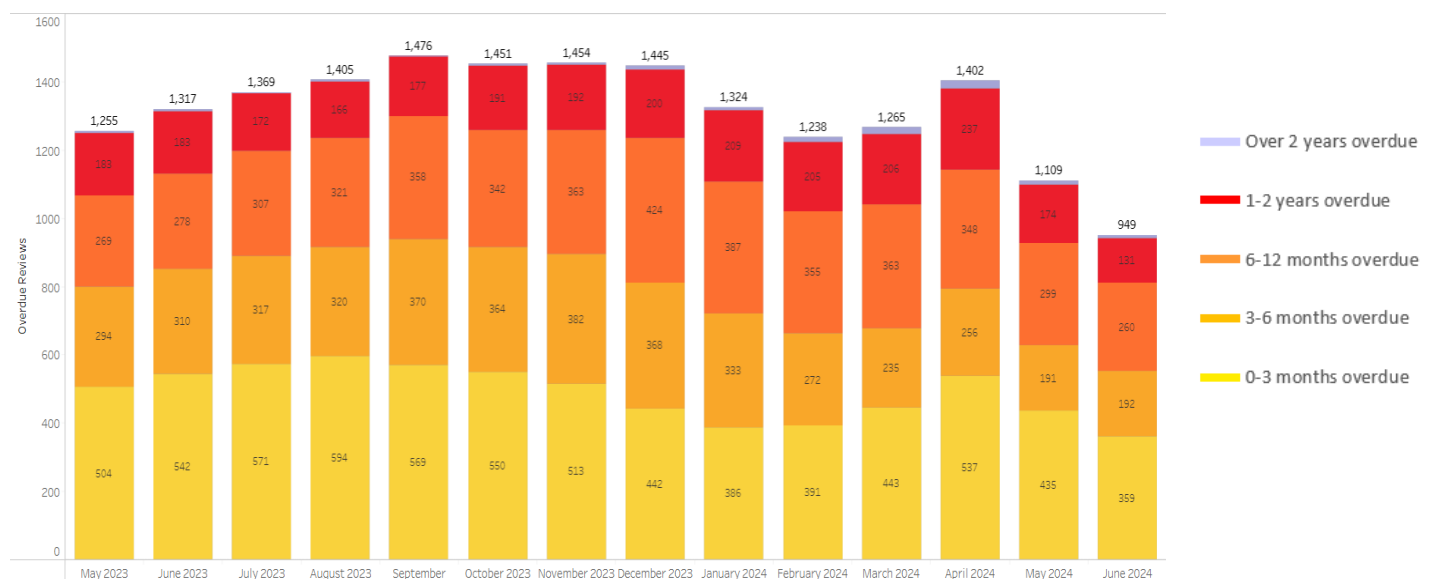
Adult Social Care reviews are a re-assessment of a person's support needs to make sure that they are getting the right support to meet their needs. Needs may change and new services and technology may give someone more independence and improve their wellbeing. A lower proportion of unplanned reviews means that people are supported through scheduled reviews of their support needs rather than when a significant event has occurred requiring a change in support. Support packages should be reviewed every 12 months. It is important to note that it is not just the adult social care reviewing team who undertake reviews, however, the majority of review activity is completed by this team.

Number of Adult Social Care Reviews Completed each month.



Note - the % axis references the grey line which is the proportion of unplanned reviews.

Number of Overdue Adult Social Care Reviews on the last day of each month



How does Bury Compare?

This is an annual measure and does not reflect the progress made in the last 6 months.

| Metric | Bury | Northwest Average | Rank in Northwest (out of 22) |
|--|-------------|--------------------------|--------------------------------------|
| % of completed annual reviews in a rolling 12-month period | 29.8% | 57.3% | 20 th |
| % of backlog of reviews overdue | 6.4% | 10.3% | 6 th |

Reviews – Q1 commentary

This shows the number of people who have had a review of their care and support and those who are overdue an annual review. All the 3000+ people receiving long term services should receive an annual review each year and those new or in short term services should receive a review in the first 6 to 8 weeks.

A review is an opportunity to ensure someone's care and support is meeting their needs and personalised to them. It is also an opportunity to ensure care is not resulting in dependence and provides an opportunity to reduce care to increase a person's independence. This also releases care back into the market to be used by others.

Within Q1 of 2024/25, there has been a significant month on month drop in the number of overdue reviews, with the figure in April reducing by 38.5% when compared with June's figures. This is significant progress when compared to previous months and is down to several factors, including: the expanded adult social care reviewing team now being fully staffed, as well as a big push on data quality across the system and ensuring that reviews are not incorrectly showing as overdue. The graphs also demonstrate the extra efforts which have been taken to target carers reviews, with considerably more carers reviews having been completed in Q1 than at any other period. Identifying and supporting unpaid carers is a departmental target and it is expected that by the end of Q2, there will not be any overdue carers reviews within Bury which will be a great achievement.

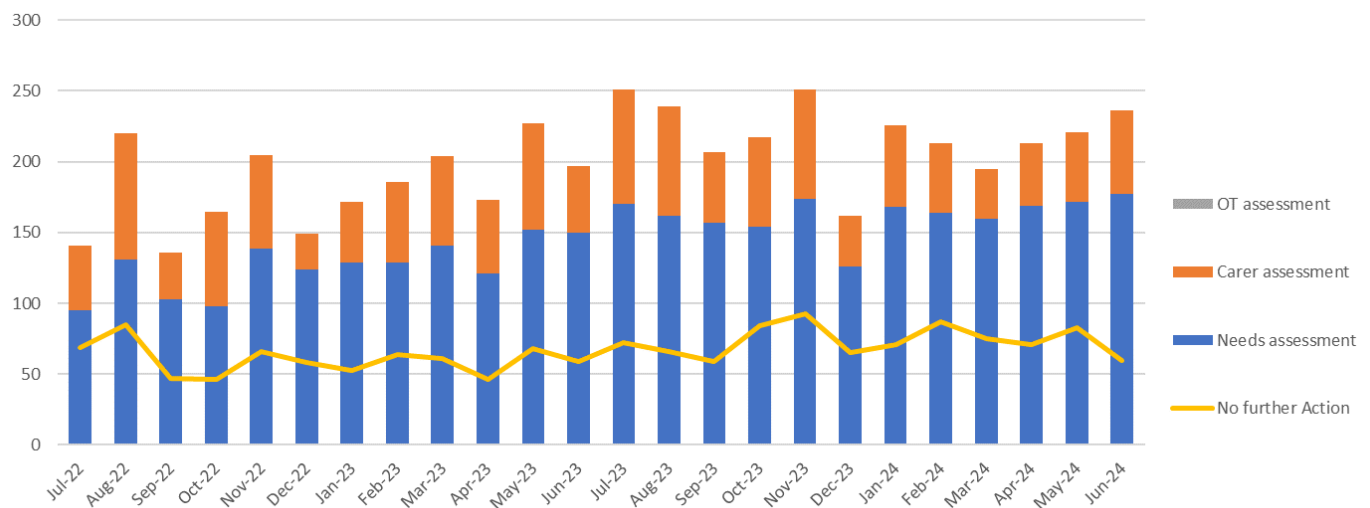
This is a very positive achievement for the department and further demonstrates where adopting an obsession drives positive performance.

4.4 Assessments

Local Authorities have a duty to carry out an assessment of anyone who appears to have needs for care and support, regardless of whether those needs are likely to be eligible. The focus of the assessment is on the person's needs, how they impact on their wellbeing, and the outcomes they want to achieve.

Assessments where there was no further action are where there were no eligible needs identified or a person with eligible needs declined services. A lower number means that operation teams can focus their time on those people with identified needs.

Number of Adult Social Care (ASC) Assessments Completed each month.



Assessments – Q1 commentary

Despite the reduced number of contacts seen the high demand for assessments continues to be a challenge. To address this, the department has focused on optimising workflows through the implementation of the short-term assessment to enable proportionate assessment in urgent cases and maintained a focus on caseload reviews to ensure workflow. additional resources strategically. Maintaining a sufficient workforce to meet demand remains a priority. The department is exploring further recruitment and training initiatives to ensure a robust and responsive workforce.

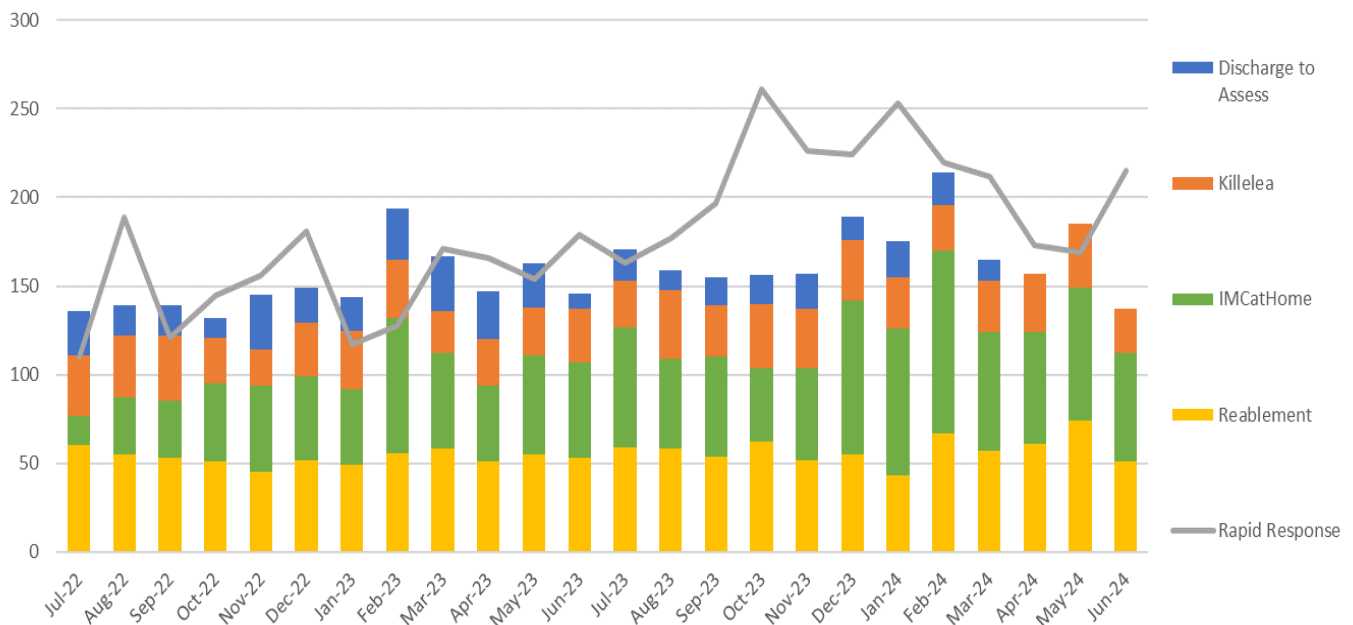
The focus on efficiency and workforce capacity has resulted in a stable assessment completion rate, with the time taken to complete assessments improving compared to the Greater Manchester (GM) average. Moving forward, the department will continue to monitor demand and make necessary adjustments to staffing and processes to ensure that the high standards of service are maintained.

By addressing these areas with targeted strategies and ongoing improvements, Bury Council's Adult Social Care Department aims to enhance service delivery and outcomes for all individuals requiring assessments and support.

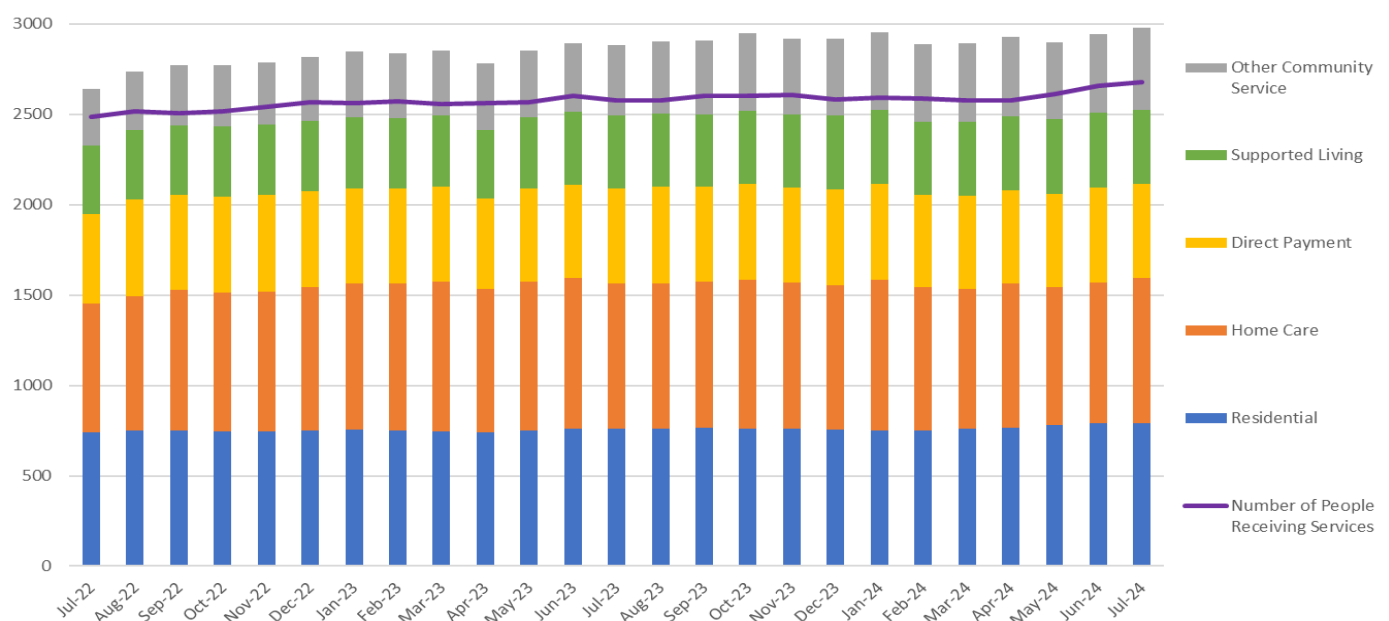
4.5 Services

Adult Social Care services may be short-term or long-term. Short-term care refers to support that is time-limited with the intention of regaining or maximising the independence of the individual so there is no need for ongoing support. Long-term care is provided for people with complex and ongoing needs either in the community or accommodation such as a nursing home. It is preferable to support people in their own homes for as long as it is safe to do so.

Number of Intermediate Care (short-term) services completed each month.

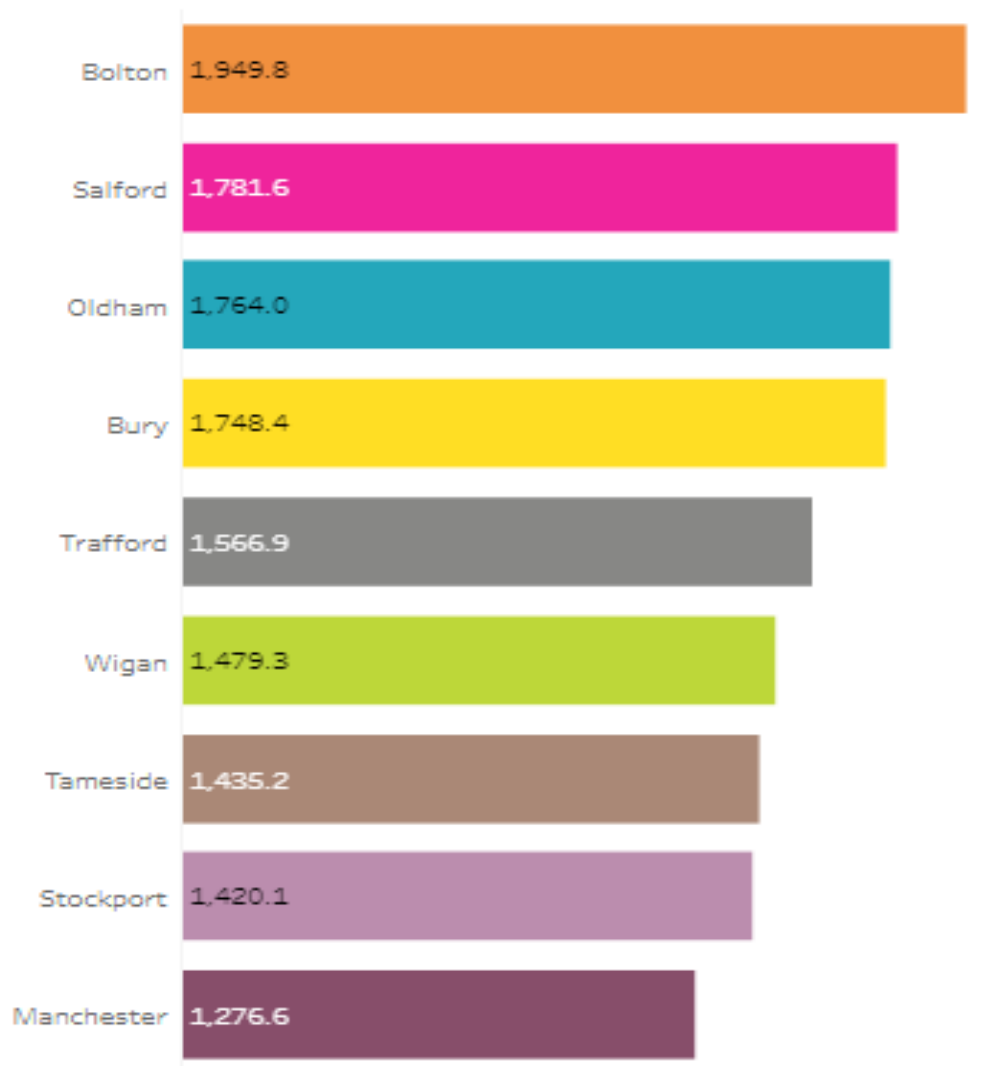


Number of Long-term Adult Social Care services open on the 1st of each month.



How does Bury Compare?

People receiving services per 100,000 population
June 2024 - Direct Payment, Home Care, Long term
nursing care and 2 more



Services - Q1 commentary

This shows the number of people we support in our various service types.

The first chart shows the number of people supported in our intermediate care services. These services aim to prevent, reduce and delay the need for long term care and support so the busier they are the better. May was the busiest month in quarter one due to the number of referrals received in April.

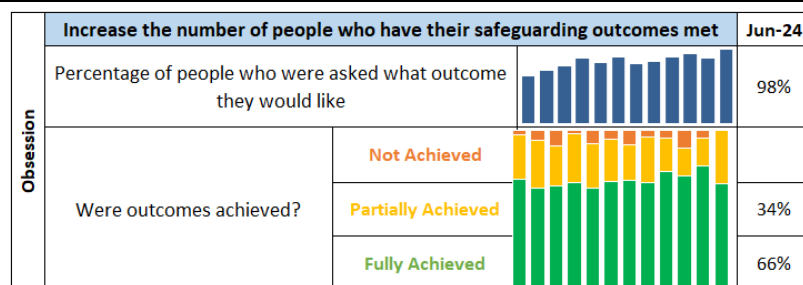
The whole service returned to a steadier state this quarter after seeing record numbers using the service as part of the post-Christmas push to facilitate hospital discharges. Intermediate Care at home and Reablement continue to see high numbers of referrals.

The number of people receiving long term care and support services in the community continued to grow and after a slowdown in that growth at the end of 23/24 more than made up for it in the first quarter of 24/25 with larger than expected growth in the numbers of people receiving home care as the reduction of 50 people at the end of the last year was completely reversed.

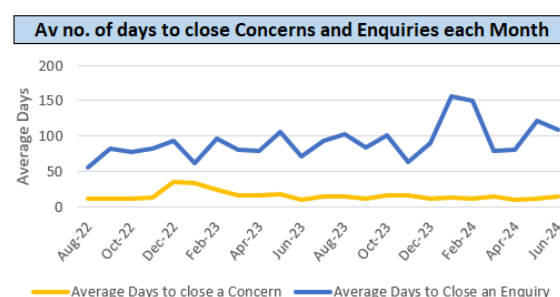
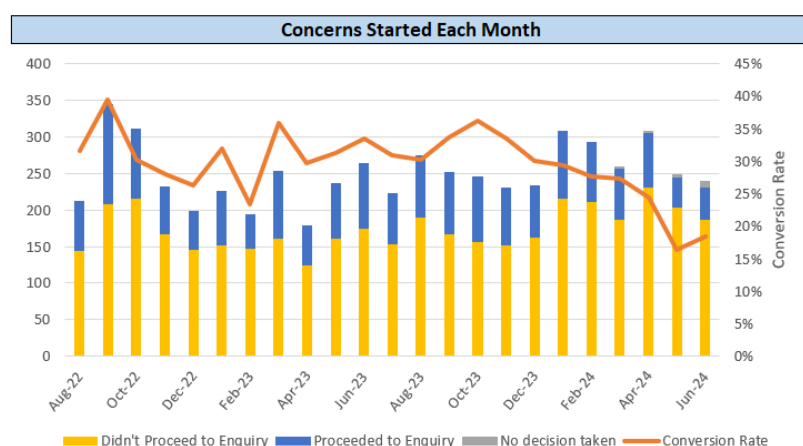
Despite these changes Bury continues to provide services to its residents at the same level as before.

4.6 Safeguarding

Safeguarding means protecting an adult's right to live in safety, free from abuse and neglect. It is about people and organisations working **together** to prevent and stop both the risks and experience of abuse or neglect, while at the same time making sure that the adult's wellbeing is promoted including, where appropriate, having regard to their views, wishes, feelings and beliefs in deciding on any action.



| Open Safeguarding Enquiries | | | |
|------------------------------------|------------|------------|------------|
| | Number | Av. Days | Max Days |
| ACS Safeguarding Team | 96 | 95 | 383 |
| Hospital Social Work Team | 5 | 12 | 35 |
| Learning Disability Team | 3 | 58 | 138 |
| OPMHT | 6 | 75 | 137 |
| Community Mental Health Team | | | |
| Strategic Adults Safeguarding Team | 12 | 138 | 652 |
| Operation Crawton | 11 | 583 | 742 |
| Total | 133 | 134 | 742 |



| Active DoLS Requests | | | |
|------------------------|----------|-----------|-----------|
| | Urgent | Standard | Total |
| Waiting for Assessment | | 68 | 68 |
| Processing | 4 | 17 | 21 |
| Total | 4 | 85 | 89 |

How does Bury Compare? – Still to update

| Metric | Bury | Rank in Northwest (out of 22) |
|---|------|-------------------------------|
| Conversion Rate | 30% | 12 th |
| Making Safeguarding Personal – Asked | 72% | 9 th |
| Making Safeguarding Personal - Outcomes | 83% | 7 th |

Last Updated: Q4 2023/24

Safeguarding – Q1 commentary

A continuing picture of improvement for Bury Adult Safeguarding. The work on our obsession from 23/24 to ask people their outcomes is now 98% well above our target of 90% and we will work to hold this high standard moving forward. The bar chart shows the steady improvement made in this area. We are now working on fully or partially achieving those outcomes; which is now rated at 100%. However, when this was discussed at the Safeguarding Operations Group, we have taken an action to review the data as achieving 100% in any area does raise questions, we do expect that if there is a slight data error it will remain >95% and show a good improvement.

We have moved up considerably in the last 12 months at a regional level in Making Safeguarding Personal. Now we are in the top 10 local authorities in the Northwest, and there is potential as new data is collected and collated that this will improve further.

S.42 enquiry length times have decreased over the last quarter and showing a good picture. This is partially due to reviewing how allocations have been taking place and focusing the front-line staff in completion of

paperwork where the risk has already been managed. We have undertaken some reflective sessions over the last 6 months with the safeguarding service to support and promote a shared risk culture. This has potentially, and by design, allowed more positive risk management on safeguarding outcomes.

Operation Crawton (Edenfield) is concluding from a safeguarding perspective; we are pushing for the one local authority that still needs to return their S.42 enquiries so that we can close all statutory work in this area. Our Head of Adult Safeguarding continues to meet with his counterpart in this area to get this piece of work finalised.

Deprivation of Liberty Safeguards (DoLS) continues to perform well with no concerns from a supervisory body perspective. We are starting to set up our training for our first cohort of internal Best Interest Assessors which will support this statutory process.

4.7 Complaints and Compliments

Complaints

| Period 2024/25 | Number of complaints received | Decision | | | 20 working day timescale | |
|-------------------|-------------------------------------|----------|---------------------|------------|-----------------------------|---------|
| | | Upheld | Partially Upheld | Not Upheld | Within | Outside |
| Q1 | 18 | 1 | 3 | 12 | 8 | 10 |

Compliments

| Period 2024/25 | Source | | |
|----------------|---|---|--|
| | Person receiving or had received services | Relative of person receiving or had received services | Other (incl. various survey responses) |
| Q1 | 9 | 26 | 209 |

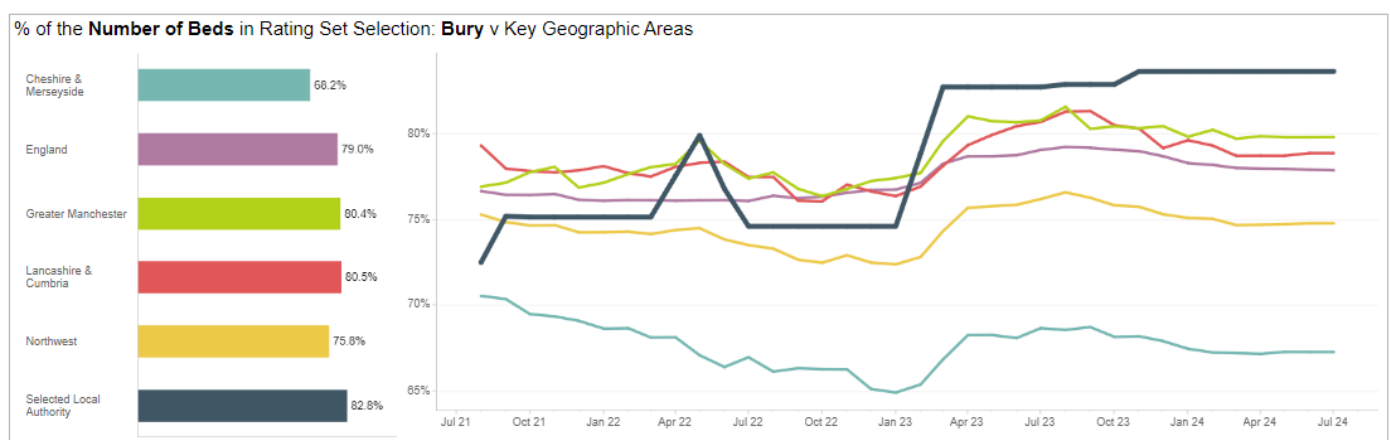
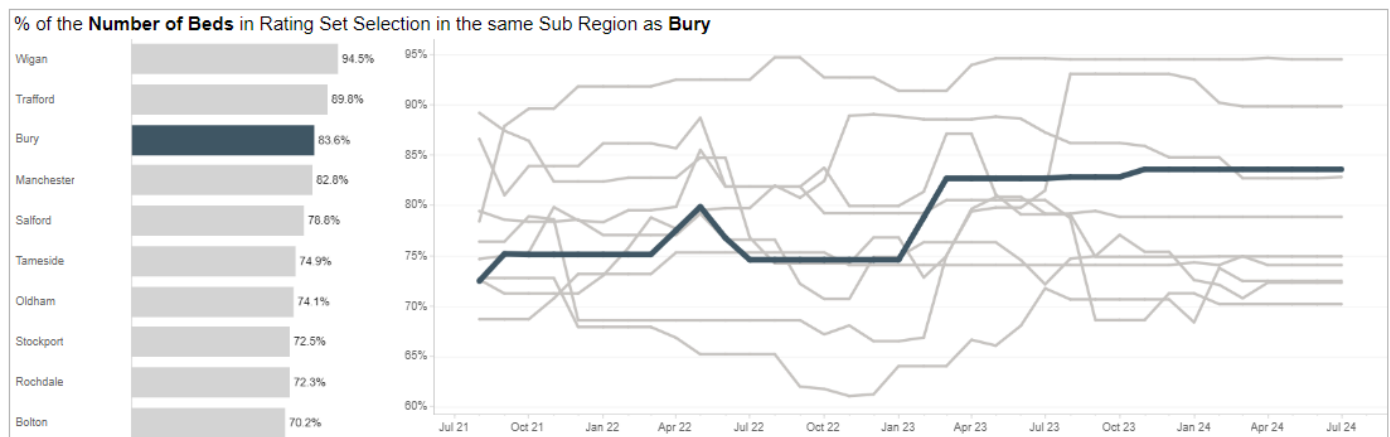
Complaints and Compliments – Q1 Commentary

Complaints remain steady and are at a similar level to this time last year.

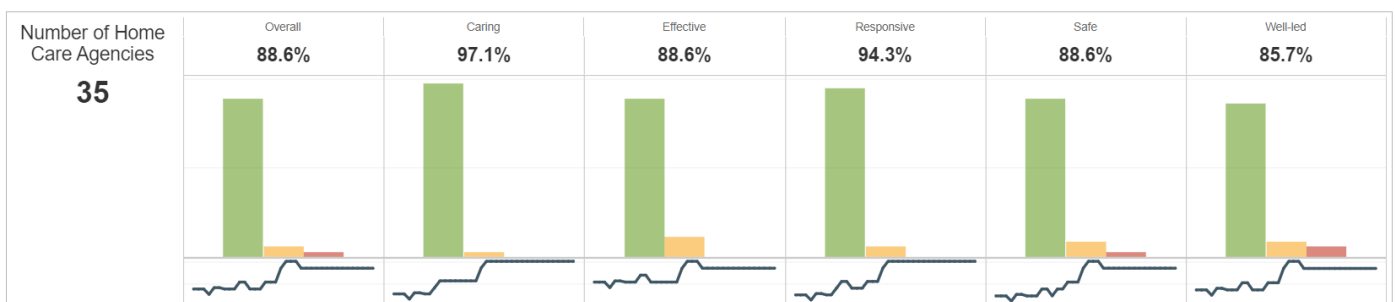
Compliments continue to be high especially for where we provide services directly such as our Older People's Staying Well Team and our intermediate care services.

4.8 State of the Care Market

Number of care home beds rated good or outstanding.



Quality Ratings of Bury's Home Care Agencies



Last Updated: Q1 2024/25

State of the Care Market – Q1 commentary

The top charts show the quality ratings of care homes in Bury compared to the rest of Greater Manchester showing the % of beds rated good or outstanding. The second chart shows Great Manchester compared to the other regions in England and the Northwest. The final chart shows the rating of home care agencies operating in Bury. For both charts the nearer to 100% the better.

The overall quality of our care homes continues to increase with Bury now 3rd amongst its GM Neighbours and performing well above the England average and the average of all Northwest regions.

4.9 Adult Social Care Summaries of Submitted and Published Data

The 23/24 SALT was submitted on 4th June, these are the main changes to the data from the 22/23 SALT.

Total Requests for support – this data was previously an outlier, decreased by 15% to 7817 requests for support.

ASCOF 2D outcome of short-term services increased from 78.8% to 80.8%.

ASCOF 2B(1) at home 91 days later has remained constant at 86.8% to 86.4%

Number of long-term service users during the year has remained constant. While those open at the end of the year has increased by 2%, 58 people.

Res/nursing placements during the year and those remaining open at the end of the year, have both increased by 5%.

ASCOF 2A Permanent Admissions 65+ rate has increased from 591 to 674. This equates to an increase of 32 people from 207 to 239.

ASCOF 1C(2a) Proportion who receive direct payments has decreased from 28.5% to 27.6%

ASCOF 1E: LD in employment has increased from 2.6% to 3.8%

ASCOF 1G: LD in settle accommodation has remained constant at 90.6 to 90.3%

Commentary

The Adult Social Care Short- and Long-Term support return (SALT) is an annual report submitted by all councils. It is due to be phased out and replaced by a Client Level Data submission which is a quarterly submission and the data to produce most of the other charts in this report.

Two items are of note in this submission. Firstly, our total request for support, we are always an outlier in this indicator which measures the number of times people need support. This is because Bury is one of the very few councils that delivers the locality Rapid Response Service. This service sees up to 350 people per month and this activity is included in our data making us look higher when compared to others.

The second item to note relates to people with a learning disability in employment, this is a significant increase and is a result of our focus on this in the previous year as one of our obsessions. We had feared we had not been recording it correctly in the last report and now we have corrected this we can see a significant improvement.

ASC Users Survey: Question Response Summary

Analysis of data from the ASC Users Survey, comparing data from the 23/24 ASC Users Survey with that from the 22/23 ASC Users Survey and against the England average for provisional 23/24 data submitted. Questions where data has changed since the last survey or is significantly different from the England average:

Responses regarding the quality of care and support services accessed in the last 12 months:

1. Overall Satisfaction with Care and Support Services:

- The percentage of respondents who were quite dissatisfied increased from 2.3% to 6.4%, which is 3.7% higher than the England average of 2.7%.

2. Quality of Life:

- Respondents rating their quality of life as good increased from 24.5% to 29.7%, 0.7% lower than the England average of 30.4%.

3. Feeling Safe:

- The percentage of respondents who feel as safe as they want increased from 66.4% to 72.7%, which is 1.9% higher than the England average of 70.8%.

4. Finding Information and Advice:

- The percentage of respondents finding it fairly/very difficult to find information decreased from 22.6% to 18.7%, which is 0.2% lower than the England average of 18.9%.

Responses regarding personal health and independence:

5. Anxiety or Depression:

- Respondents reporting extreme anxiety or depression decreased from 11.6% to 6.9%, which is 2% lower than the England average of 8.9%.

6. Indoor Mobility:

- Respondents who can't get around indoors by themselves decreased from 21.8% to 17.1%, which is 5.7% lower than the England average of 22.8%.

7. Managing Finances and Paperwork:

- Respondents who can easily manage finances and paperwork by themselves increased from 18.4% to 25.4%, which is 5.5% higher than the England average of 19.9%.

ASC Users Survey: Additional Questions Responses

| Question 12b - If you have had community equipment, telecare or a minor adaptation to your home what impact has this had upon your level of independence? | No of Responses | Percentage of Responses |
|--|------------------------|--------------------------------|
| a) I have not had community equipment, telecare or minor adaptation | 157 | 45.2% |
| b) Made it much better | 121 | 34.9% |
| c) Made it a little better | 51 | 14.7% |
| d) Had no effect | 17 | 4.9% |
| e) Made it a little worse | 0 | 0.0% |
| f) Made it a lot worse | 1 | 0.3% |
| Total No of respondents | 347 | |

| Question 13b - Do you have access to the Internet and e-mail? | No of Responses | Percentage of Responses |
|--|------------------------|--------------------------------|
| a) Yes, I have access to the Internet and e-mail | 133 | 35.8% |
| b) Yes, Someone else can access it on my behalf | 129 | 34.7% |
| c) No | 110 | 29.6% |
| Total No of respondents | 372 | |

Two additional questions were added to the Adult Social Care Survey regarding use of equipment and assistive technology following the launch over a year ago of our new assistive technology service. Response show that use of equipment and assistive technology 94.8% of people said it had a positive impact on their level of independence

A further question was asked about access to the internet. This was asked to better understand the potential risk of digital exclusion of adult social users as we create more digital ways of interacting with our department and also wider council services. As only 35.8% of the people who responded are able to access the internet unaided demonstrates we must be cognisant of this and always ensure a range of alternative routes of connecting with the department are always available.

Appendix - Data sources and what good looks like

| Section | Chart | Data Source | What does good look like? |
|---------------|---|--|---|
| Contacts | Number of Adult Social Care (ASC) Contact Forms recorded each month. | Contact Records in LiquidLogic: Contact Type Contact Outcome | Six Steps to Managing Demand in Adult Social Care: ≈ 25% of contacts go on to receive a full social care assessment. |
| | GM Comparison | | |
| Waiting Lists | Waiting List Summary | Professional Involvement in LiquidLogic: Awaiting allocation work trays Brokerage Work trays Overdue Review Tasks DoLS data from the database. | Lower is better |
| | Needs and Carers Assessments: No of Cases Waiting for Allocation | | |
| | GM Regional Comparison | | |
| Assessments | Number of Adult Social Care (ASC) Assessments Completed each month | Assessment forms in LiquidLogic | |
| | GM Regional Comparison | Av. number of days from the contact start date to the assessment end date | Lower is better |
| Services | Number of Intermediate Care (short-term) services completed each month | All IMC Service data from 4 data sources | |
| | Number of Long-term Adult Social Care services open on the 1 st of each month. | Service data from Controcc Grouped by Service Type Count of service types, not people | |
| | Proportion of Home Care vs Nursing and Residential Care Services compared against 2 years ago | | Lower Residential & Nursing Care is better |
| | Northwest Regional Comparison | | |
| Reviews | Number of Adult Social Care Reviews Completed each month | Review forms completed in LiquidLogic | Higher number of completed reviews. Lower proportion of Unplanned reviews. |
| | Number of Overdue Adult Social Care Reviews on the last day of each month | Review Tasks in LiquidLogic past the due date | Lower is better |
| | Regional Comparison | As above | |
| Safeguarding | Percentage of people who have their safeguarding outcomes met | Completed safeguarding enquiries: Making Safeguarding Personal questions | Higher is better |
| | Outcomes were achieved | | |
| | Open Safeguarding Enquiries | Safeguarding enquiry forms on LiquidLogic and CMHT/EIT spreadsheets | Target: Enquiries closed in 56 days or less |
| | Concerns Started Each Month | Contact Forms on LiquidLogic: form type safeguarding concerns | |
| | Average number of days to close Concerns and Enquiries each month | As above | Targets: Concerns closed in 3 days or less. Enquiries closed in 56 days or less |
| | Regional Comparison | As above | Higher is better |



| | |
|--------------------------------|------------------------------|
| Classification: Open | Decision Type: Key |
|--------------------------------|------------------------------|

| | | |
|-------------------|-------------------------------------|-----------------------------|
| Report to: | Cabinet | Date: 05 August 2024 |
| Subject: | Allocations Policy | |
| Report of | Cabinet Member for Housing Services | |

Summary

Bury Council have recently reviewed the Housing Allocations Policy to reflect the changing legislation, aligned with guidance from the Ministry of Housing, Communities and Local Government on Social Housing Allocations and good practice sourced from the Housing Quality Network. This work has been undertaken:

- To meet local needs for social housing.
- To maximise the use of Council Housing stock to meet increasing demands.
- To ensure that Council housing is allocated fairly and transparency to everyone with a Housing Need who meets eligibility criteria.
- To demonstrate the Council's commitment to its role as Corporate Parent when supporting the housing needs of our Children and Care Leavers.

This work has been independently reviewed via a commissioned external provider and has been consulted on with stakeholders, tenants, housing providers and other residents of the borough.

Recommendation(s)

1. To approve the draft policy and commence formal consultation for a six week period.
2. To delegate authority to make any post-consultation amendments to the Cabinet Member for Housing in consultation with the Director of Law and Governance.
3. To commit to review the policy within 3 years.
4. To delegate minor legislative amendments to the Cabinet Member for Housing in consultation with the Director of Law & Governance.
5. To consider the implementation of a future common housing register for all registered housing providers that have stock within the Borough.

Reasons for recommendation(s)

The reasons for these recommendations are to ensure Bury has a policy that meets good practice and local demands and priorities. This Policy seeks to maximise the use of the Council's housing stock to meet current challenges to help manage and sustain local communities. A Common housing register to access all social and affordable housing within the Borough would benefit all people on our housing register and attempt to meet increasing demands.

Alternative options considered and rejected

1. Do nothing – not an option due to the required legislative changes and local objectives and priorities.
2. Alternative methodology for allocating Council housing – current policy was independently assessed by HQN and endorsed as good practice.

Report Author and Contact Details:

Name: Phil Cole

Position: Head of Homelessness & Housing Options

Department: Corporate Core

E-mail: p.cole@bury.gov.uk

Background

The Housing Act 1996 (as amended by the 2002 Homelessness Act) requires local authorities to make all allocations and nominations in accordance with an allocations scheme. Every housing authority must have an allocation scheme to determine housing priorities, and a procedure to be followed when allocating accommodation. The procedure by which a local authority allocates accommodation must be clear and concise. The criteria the authority uses must be set out to enable applicants to apply for accommodation for social housing and to assess their chances of success.

Bury Council's current Housing Allocations Policy was introduced in 2012. There have been some minor amendments which were completed in 2015, however since 2012 the Policy has remained fundamentally the same. Over this time, Bury's housing situation has changed considerably. There has been a significant rise in homelessness with the associated cost in the rising number of households and individuals in temporary and supported accommodation that is becoming unsustainable and unaffordable.

Welfare benefit reform, which include capping personal benefits and limiting the amount payable in rent via the Local Housing Allowance, have had a major impact in contributing to the loss of tenancies and the growth in numbers on the housing register and which is adding greater pressure on the need for social and affordable housing within Bury.

Since the publication of the updated Policy in 2015, the Homelessness Reduction Act 2017 increased Local Authority prevention duties and support to homeless people and families with greater expectations of support and advice. This detailed legislation for local authorities required amendments to all allocation policies to enable the desired outcomes of this legislation, including the Domestic Abuse Act 2021 which includes the new duty for Local Authorities to provide support to survivors of domestic abuse and their children in safe accommodation.

Bury Council's Allocations policy therefore required updating and reviewing to ensure the policy is fit for purpose and meets the Housing needs of Bury but importantly

adheres to new and existing Homeless and Housing legislation. The review was delayed in 2020 due to the impact of Covid and the pandemic.

The review of the policy has now been completed, including revised prioritisation of care leaver accommodation to better reflect the Council's corporate parenting commitments.

The attached draft represents a clear, fair and transparent policy for the implementation and allocation of Council housing in Bury. It is based on supporting those with the highest housing need and maximising the use of our social housing stock for those who need it the most. The new policy aims to assist with the sustainability of individual tenancies and is aligned to corporate strategies including the Council's Homelessness Strategy 2022 to 2025 and wider Community Strategy for achieving inclusive growth and reducing health inequalities, LET'S Do It!

The aims of the new policy are listed below:

- Meet housing need and support the most vulnerable - this is because need greatly outstrips supply.
- Ensure a people-focussed lettings service that embraces diversity and equality.
- Make best use of the Council's housing stock.
- Make best use of the Council's nomination rights to private registered providers' properties.
- Meet, wherever possible, people's aspirations.
- Contribute to sustainable communities.
- Support people in work or seeking work.

Consultation work has been undertaken throughout the development of the new policy, culminating in a public consultation in February 2024. Engagement to develop the new policy was undertaken with individual and families on the Housing Register, tenants house through the existing allocations system and rehoused tenants.

Work was also undertaken to include the views of the twelve housing associations who operate across Greater Manchester, Tenant Resident Associations, Council services, Support works including Domestic Abuse Caseworkers and Elected Members. These stakeholders were asked to consider:

- Changing the banding system to reflect high needs and low supply
- Higher banding for specific groups e.g. domestic abuse, care-leavers, families with children living in damp and mouldy housing etc.
- Greater priority for homeless households and those living in temporary accommodation.
- Simplifying the allocations and lettings process e.g. common housing register.

Changes made included ensuring that the new policy responded to:

- Recent national guidance e.g. care leavers, domestic abuse, members of the armed forces, damp and mould etc
- Emerging national policies e.g. reducing the banding or excluding households with anti-social behaviour records, and draft guidance on consumer standards

- Local Government & Social Care Ombudsman guidance that applications to join the housing register should be determined in six weeks
- The emphasise on Bury Home Options rather than choice-based lettings

Feedback from the engagement sessions has been included in the final draft now presented to Cabinet including:

- The need to strengthen the recognition of the Council's commitment as a Corporate Parent to supporting Care Leavers through to the age of 25.
- More precise use of Local Letting Policies as appropriate.
- The need for greater detail in the banding specifications in order to allow for operational clarity.
- Options to develop a Common Housing Register in consultation with all Housing Providers operating in the borough.

On the two final points, the external consultants HQN recommended that that a further project was undertaken focusing on the operational aspects of the nominations agreement and this is now being progressed and linked to the new consumer standards on allocations as set out by the Regulator for Social Housing that emphasize that there should be a satisfactory nominations agreement.

They also recommended that the Council should explore the possibility of a Common housing register that could ultimately replace the nominations agreement. The Council is currently scoping this work and the associated options appraisal regarding the most suitable governance arrangement for a Common Housing Register.

Based on their recommendations and the associated feedback from the engagement session, this report recommends that Cabinet approves the new Housing Allocation Policy for formal consultation for a period of six weeks with authorisation for further amends to be delegated to the Cabinet Member for Housing and the Council's Monitoring Officer.

Links with the Corporate Priorities:

Please summarise how this links to the Let's Do It Strategy.

1. Inclusive Growth
2. Reducing Health Inequities
3. Equality and Diversity
4. Corporate Parenting Local Offer

Equality Impact and Considerations:

*Please provide an explanation of the outcome(s) of an initial or full EIA and make **specific reference regarding the protected characteristic of Looked After Children**. Intranet link to EIA documents is [here](#).*

5. See appendices
-

Environmental Impact and Considerations:

Please provide an explanation of the Environmental impact of this decision. Please include the impact on both **Carbon emissions** (contact climate@bury.gov.uk for advice) and **Biodiversity** (contact c.m.wilkinson@bury.gov.uk for advice)

6. n/a

Assessment and Mitigation of Risk:

| Risk / opportunity | Mitigation |
|--|---|
| <p>Customer complaints due to outdated policy.</p> <p>Challenge from housing operators and those on the Housing Register.</p> <p>Better use of our Council Housing and stock aligned to current Council priorities – i.e. Care leavers.</p> <p>Independent and transparent review of the policy.</p> | <p>Reviewed policy aligned to new relevant legislation and good practice.</p> <p>Reviewed policy now aligns with all new legislation.</p> <p>Care leaver offer, greater flexibility on allocation of stock, reflect the Homelessness Reduction Act & DA / DV legislation etc.</p> <p>Commissioned specialised support via HQN</p> |

Legal Implications:

7. Housing authorities are required by legislation to have an allocation scheme for determining priorities, and for defining the procedures to be followed in allocating housing accommodation; and they must allocate in accordance with that scheme (section 166A(14) Housing Act 1996). All aspects of the allocation process must be covered in the scheme, including the people by whom decisions are taken.
8. There are consultation obligations on the Council where there are any major changes proposed to an allocation policy (s168(3) Housing Act 1996). A major policy change would include, for example, any amendment affecting the relative priority of a large number of applicants or a significant alteration to procedures. Before we are able to alter a scheme to reflect a major change of policy we are also required to send a copy of the draft to every private registered provider with which we have nomination arrangements, and ensure they have a reasonable opportunity to comment on the proposals. The proposed changes and updates have been appropriately consulted on through the engagement work to date and are now suitable for formal consultation under Section 166A of the Housing Act 1996.

Financial Implications:

To be completed by the Council's Section 151 Officer.

9. There are no additional financial implications arising from approval of this policy.

Appendices:

Please list any appended documents.



EqlA Allocations
Update 24.docx

Background papers:

Current Allocations Policy:

[Housing Allocation policy - Bury Council](#)

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

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

Housing Allocation Policy



July 2024

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

Contents

| | |
|--------------------------------------|----|
| 1. Introduction..... | 3 |
| 2. Aims..... | 4 |
| 3. Allocations Process..... | 4 |
| 4. Applications | 5 |
| 5. Eligibility..... | 5 |
| 6. Qualification Criteria..... | 6 |
| 7. Housing Register | 9 |
| 8. Banding..... | 10 |
| 9. Property Size and Type | 15 |
| 10. Allocations Process..... | 16 |
| 11. Local Lettings | 19 |
| 12. Direct Lets | 19 |
| 13. Succession | 21 |
| 14. Equality Impact Assessment | 22 |
| 15. Reviews and Appeals | 22 |
| 16. Exceptional Circumstances | 23 |

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

1. Introduction

This policy sets out the Council's strategic approach for allocating social housing. It involves stock owned and managed by the Council and (properties allocated through nominations agreements¹. The latter are owned and managed by private registered providers (also known as housing associations) and are allocated through a nominations agreement.

For the purposes of clarity, the allocations policy covers the stages in the process from applying to join the housing register (also known as the waiting list) including assessing eligibility and qualification criteria through to the letting of a property.

The number of properties that become available each year is substantially less than the increasing number of people seeking social housing. Only those with the greatest need will be housed through the allocations system. Up to date information about current wait times is available through the Council's website [Housing demand statistics - Bury Council](#).

This policy meets the requirements of Section 167 of the Housing Act 1996 to have an allocation policy for determining the priorities and procedure to be followed in allocating social housing accommodation. It also takes account of the Localism Act, 2011, and the Homelessness Reduction Act 2017, as well as statutory and non-statutory guidance such as (i) the allocation of accommodation statutory guidance for local authorities 2023 and (ii) improving access to social housing for victims of domestic abuse statutory guidance in 2021 and 2022.

As a Council, improving the lives of children in our care is our top priority. In response to the Care Review and the updates to the Homeless Code of Guidance we have renewed our commitment to increasing the number of care leavers in safe, suitable accommodation and reducing the number of care experienced young people at risk of homelessness. To achieve this the Council has:

- Updated it's Joint Housing Protocol to strengthen ways of working between Housing and Children's Services.
- Recognised that the Council must have regard to care leavers' vulnerability and the lack of parental support and stability that would ordinarily be provided and therefore commits to never making a care leaver intentionally homeless.
- Increased governance around housing support for Care Leavers through the Council's Corporate Parenting Board which attendance form the Cabinet Member for Housing and the Director of Housing.

The policy is available on the Council's website and is updated on a regular basis with a fundamental review every three to five years or when there is a need for a significant change because of, for instance, major legislation.

¹ Some private registered providers maintain their own housing registers and allocations policies for properties that are not part of nominations agreements.

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

This document is organised primarily on the basis of the allocations process. It consists of sections on aims, allocations and lettings process, applications, eligibility, qualification criteria, housing register, banding, property size, lettings process, local lettings, direct lets, succession, equality impact assessment, reviews & appeals, and exceptional circumstances.

2. Aims

The aims of the allocation policy are to:

- Meet housing need and support the most vulnerable - this is because need greatly outstrips supply.
- Ensure a people-focussed lettings service that embraces diversity and equality.
- Make best use of the Council's housing stock.
- Make best use of the Council's nomination rights to private registered providers' properties.
- Meet, wherever possible, people's aspirations.
- Contribute to sustainable communities.
- Support people in work or seeking work.

3. Allocations Process

The allocations process is set out below. It meets the aim of having a people-centred service. The five key points are:

- Advice is available for the first step of fully completing an application form to join the housing register.
- Housing options advice is available to non-qualifying applicants.
- People on the housing register can attempt to meet their aspirations through the lettings system – Bury Home Options.
- People who are in urgent / emergency need of housing may be offered a direct let by the Council of a suitable property rather than using Bury Home Options.
- People can request a review or make an appeal on decisions made by the Council on, for instance, eligibility, qualification, and banding and property size.

The policy meets the consumer standards on allocations of the Regulator of Social Housing (RSH). The two principles are:

- Putting current and prospective tenants at the centre of the RSH's expectations
- Allocations and lettings must be achieved in a fair and transparent manner that takes the needs of existing and prospective tenants into account.

The three relevant RSH specific expectations are:

- Allocating homes that are designated, designed, or adapted to meet specific needs in a way that is compatible with the purpose of the housing.
- Develop and deliver services to address under-occupation and overcrowding in their homes.
- Fair, reasonable, simple, and accessible appeals process for allocation decisions.

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

4. Applications

The first stage in the allocations process is the completion of an application form.

This is completed online. Help and advice is available from the Council ([see Housing Register - Bury Council](#)). It is vital that it is fully completed along with downloading any additional documentation that is required. An application will not be processed if there are information gaps.

The application form (and additional information) establishes whether the applicant is eligible and meets the qualification criteria to join the housing register. It also determines the banding and property size / type requirement to meet the needs of the applicant.

The Council will consider every application within a reasonable time depending on the complexity of the individual case. If the application is successful, it will be backdated to the date when the fully completed application was submitted.

If the application to join the register is refused, there is an opportunity to request a formal review of the decision.

It is an offence for anyone, in connection with the exercise by a housing authority of its functions to:

- Knowingly or recklessly give false information.
- Knowingly withhold information which the housing authority has reasonably required the applicant to give in connection with the exercise of those functions.

The circumstances in which an offence is committed could include providing false information:

- On an application form for social housing.
- In response to a request for further information in support of the application.
- During review proceedings.

5. Eligibility

Under the housing legislation, the Council cannot allocate housing to anyone (or jointly with someone) that is not eligible to join the Housing Register. Those ineligible are outlined in Section 160ZA of the Housing Act 1996 as persons:

- Who are subject to immigration control, or who do not satisfy resident requirements as detailed in the Code of Guidance on allocations (October 2023).
- Prescribed by the Secretary of State as being ineligible.

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

Where two or more people apply and one of them is eligible, the Council may grant a tenancy to the person that is eligible providing the qualification criteria are met. In addition, while ineligible family members cannot be granted a tenancy, they may be considered when determining the size of property, for which they can bid.

If the application is refused on eligibility grounds, there is an opportunity to request a formal review of the decision.

6. Qualification Criteria

The Council will register all qualifying persons on the housing register.

The Council gives reasonable preference, because of their housing need under Section 166A(3) of the Housing Act, 1996, to five categories, and these are those:

- Who are homeless within the meaning of Part 7 of the Housing Act, 1996 (including those who are intentionally homeless and those not in priority need)
- Who are owed a particular statutory duty under certain provisions of homelessness legislation eg prevention duty
- Occupying insanitary or overcrowded housing or otherwise living in unsatisfactory housing conditions
- Who need to move on medical or welfare grounds, including grounds relating to a disability
- Who need to move to a particular locality in the district of the housing authority, where failure to meet that need would cause hardship (to themselves or others).

In addition, the Council, as required by statutory regulations, positively supports four categories of applications:

- Those who are or are related to current and former armed services personnel².
- People who are seeking to move for work-related reasons³.
- People affected by domestic abuse⁴.
- Children and young people leaving care⁵ where:
 - The child or young person is registered as child in care within Bury
 - The child or young person is registered as child in care within Bury but has been living elsewhere and is now returning to the borough.

² See statutory guidance (2020) [Improving access to social housing for members of the Armed Forces - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/86481/improving-access-to-social-housing-for-members-of-the-armed-forces.pdf)

³ See statutory guidance (2015) [Right to Move and social housing allocations - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/44481/right-to-move-and-social-housing-allocations.pdf)

⁴ See statutory guidance (2021) [Delivery of support to victims of domestic abuse in domestic abuse safe accommodation services - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/98481/delivery-of-support-to-victims-of-domestic-abuse-in-domestic-abuse-safe-accommodation-services.pdf)

⁵ See statutory guidance (2000) [Children \(Leaving Care\) Act 2000 \(legislation.gov.uk\)](https://www.legislation.gov.uk/ukpga/2000/25/section/100)

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

In relation to applicants who are or are related to current and former armed services personnel, the Council is committed to the Greater Manchester Armed Forces Covenant⁶. This includes a Greater Manchester-wide commitment to addressing homelessness and providing, where appropriate, social housing.

For people affected by domestic abuse, the Council is committed to ensuring that those who need to escape from domestic abuse are given as much support and assistance as possible so that they are able to re-build their lives. This includes:

- Adopting a broad definition of domestic abuse including economic and financial abuse
- Providing safe accommodation e.g.
 - Specialist safe accommodation
 - Dispersed accommodation.
 - Sanctuary schemes.
 - Move on accommodation.
- Adopting an appropriate allocations process including direct lets.
- Providing an appropriate tenancy type.

In the case of care leavers, the Council follows the principles set out in the government's 'joint housing protocol for care leavers – good practice advice'⁷ which covers arrangements for achieving planned, supportive accommodation transitions to independent living; identifying homelessness risk early and acting to prevent it; provide a quick, safe, joined up response for care leavers who do become homeless; and have in place joint arrangements for robust scrutiny when intentional homelessness decisions for care leavers are being considered. This will be delivered through:

- Providing help and support to the Children's Team in terms of accessing suitable types of accommodation, including commissioning additional accommodation where necessary.
- Supporting care leavers to prepare for transition into adult life, with each young person having a plan to identify suitable housing options and ensure they develop the skills needed for the next step in their lives.
- Accessing and successfully managing longer term move-on and support options either through social housing, supported accommodation or private rented accommodation as appropriate.
- Taking account of the housing needs of care leavers aged 16-21/25 through early identification of need via membership of the Corporate Parenting Board.
- The contribution to joint planning that is made by key services such as Adult Social Care, mental health services, housing related support providers, the Youth Offending Service and the National Probation Service.

⁶ See [Armed Forces Covenant - Greater Manchester Combined Authority \(greatermanchester-ca.gov.uk\)](https://www.greatermanchester-ca.gov.uk)

⁷ [Joint housing protocols for care leavers: good practice advice - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

Whilst applicants may satisfy the qualifying criteria, the Council will give low priority to individuals that do not meet certain conditions expected of tenants. Each case will be assessed on its merits, but in drafting these principles, the Council's main aims are to:

- Ensure that bad behaviour is not rewarded, by the allocation of a valuable and scarce resource.
- Prevent those who have a prior history of not properly maintaining a tenancy from accessing social housing.
- Ensure that no-one is set up to fail. Anyone who needs support to manage a tenancy must have that in place before they are granted a tenancy.
- Not penalise those who have a good previous track record as a tenant.

With those principles in mind, the following persons are likely to be deemed unsuitable for registration on the housing register – though each case is considered on its merits:

- Those with a history of rent arrears (with the Council or any other landlord) of, or exceeding, two calendar months – unless they have an agreed payment plan in place and making payments on a regular basis.
- Those with a history of unacceptable behaviour, such as conduct by the applicant or a member of the household which would, if the applicant were a secure tenant of the Council, entitle the Council to an order for possession. In particular, those who have been evicted from previous accommodation because of their behaviour, or that of members of their household or who have had any form of injunction relating to anti-social behaviour imposed on them.
- People who have previously failed to maintain accommodation offered to them, or who have caused deliberate damage to any such property.
- People who are incapable of managing a tenancy. This may include:
 - Children aged below 16.
 - Applicants aged between 16 and 25 who are considered vulnerable unless they are engaging in a suitable care and support package.
 - People who require extensive social or medical care / package in order to manage a tenancy unless a suitable care and support package is in place.
- House owners - unless they can demonstrate health or support needs that would be best met by social housing through, for example, retirement living or extra care.

Where an existing tenant loses their tenancy due to arrears, anti-social behaviour, or a failure to maintain their property - and cannot be disqualified because the homeless duty applies, the Council reserves the right to place the tenant on licence in another property. During this period, the tenant will be disqualified from joining the housing register (or be suspended if they are already an applicant) until such time as the debt is cleared or they can demonstrate that their behaviour has improved. This action does not stop the tenant receiving housing advice or support to find alternative accommodation.

In deciding whether an applicant with extensive social or medical / care needs can manage a tenancy, the Council will be advised by medical professionals and other

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

relevant agencies as appropriate. Where such applicants need support to sustain their tenancy and/or live independently, the Council must be assured that a suitable care package, or appropriate support, is in place before the applicant can be considered for registration on the housing waiting list.

Where an older applicant applies for retirement living options, there will be a presumption against accepting applications from individuals already living in a sheltered housing scheme or property designated for older people unless it can be shown that the existing accommodation is no longer suitable for their needs. It will be at the discretion of the Council as to whether to accept such applications.

An applicant may become ineligible or cease to be a qualifying person if any of the criteria for disqualification comes to apply to them while they are on the register.

Where an applicant is, or becomes ineligible, or deemed not to be a qualifying person, they will be notified in writing of the decision, the grounds for it and their right to a review.

If a person is found to be ineligible, they may make a new application if and when the grounds for ineligibility no longer apply.

Individuals who do not qualify for social housing can still be offered advice to access an alternative housing solution. This could include private rented accommodation, supported housing, low cost home ownership, or help to remain in their current home.

7. Housing Register

The Council is not legally required to maintain a Housing Register but has chosen to do so to assist in assessing housing need. It contains details of all those eligible and who meet the criteria to qualify for social housing.

The full register is not open to the public due to data protection. Applicants can however check their own details, to ensure the accuracy of information held.

Those on the housing register are contacted annually by the Council to confirm that they wish to remain on the register, and to ensure that their details are correct. If the applicant does not respond, they will be excluded from the housing register. If this happens, and the applicant still wish to be on the housing register, they will need to start the allocation process again by completing an application form.

It is also vital that applicants inform the Council of any changes in circumstances as soon as possible. This could affect banding and property eligibility and might lead to the withdrawal of a tenancy offer for a property.

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

8. Banding

The need for social housing outstrips supply. In order to provide a fair system for allocating property, the Council prioritises people with the highest need and those who are most vulnerable. This is achieved through a banding system consisting of six bands. Those in the lowest bands (Bands 5 and 6) are unlikely to obtain a property⁸.

In line with the qualification criteria, the Council's banding policy meets the requirements for reasonable preference groups.

Within each band all other relevant factors being equal, allocations are made in date order, priority being given to the applicant with the earlier or earliest preference date.

The banding system involves three steps:

- Assessment of housing need: The Council decides what, if any, further information or follow up action is required to determine the priority of individual cases, and this may include seeking further advice from medical or other professional agencies
- Assessing housing and care needs
- Ascertaining local connection: The Council will consider whether the applicant has a local connection with Bury.

Assessment of medical needs will only be considered for applicants, or a member(s) of their household, where current housing arrangements adversely impact on health, the ability to access basic amenities, or if the applicant is homeless and requires a particular type of housing due to their medical need. The process is as follows:

- The Council assesses priority initially on the declaration made as part of the application and completed medical self-assessment submitted by the applicant.
- If the self-assessment shows a high (or overwhelming) medical need for rehousing, the Council may request that the applicant provides corroborating evidence from a medical professional (occupational therapy, psychiatric reports, and specialist or hospital consultant letters/reports). It is not necessary to obtain a letter from a GP.
- The Council may also conduct a home visit, to assess housing conditions and verify statements made in the application before awarding a banding.

If an applicant or a member of their household has a substantial or permanent physical disability, the Council will seek advice from an occupational therapist as regards to specific housing needs. Examples include applicants who:

- Require wheelchair accessible property (such as a property that is already adapted for a wheelchair or is suitable for adaptation to the level required)

⁸ Band 5 consists of those people who have low or reduced priority, while Band 6 consists primarily of those who have refused the offer of a suitable property

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

- Require accessible property (such as a property which is already adapted to mobility standards or is suitable for adaptation to the level required)
- Have low level mobility needs (eg they require a general let property where potential for further adaptations is restricted to make best use of resources).

The Council will seek to match applicants with specific needs to properties that have already been adapted for that purpose.

Tenancies will be granted for as long as the applicant (or the member of the household for whom the adaptation is intended) continues to live at that property. The Council reserves the right to work towards relocating households from adapted properties when the intended recipient no longer requires the adaptation or no longer lives at that address.

If the applicant or someone in their household has to move home because of multiple welfare or social needs, which are not covered by the banding categories, the Council has discretion to award a higher banding priority for that application and these applications are assessed by the social needs panel. The applicant must however be able to demonstrate the presence of multiple needs. Examples include a family member with multiple welfare or care needs (eg an individual with disabilities suffering harassment in their current location), living with a long term medical condition in an overcrowded property that has damp problems, single frail, elderly person with mobility problems facing eviction, and more than one family member with welfare or care needs.

The Council aims to give local people priority for homes. Those who meet the local connection criteria will be placed in Bands 1 – 4 or 6 according to their level of housing need. If the applicant does not have a local connection, their application will be placed in Band 5. To have a local connection, the applicant or a member of their household must demonstrate one or more of the following:

- Have been living in Bury (through choice) for the previous 24 months or at least 3 out of the last 5 years
- Currently have permanent employment within the Borough
- Have close family living in the Borough for the last 5 years (for example parents or children)
- Have special reason for needing to live in the Borough (for example to care for a relative or receive care from their family).

The local connection criteria will not apply to:

- Care leavers from Bury who have been living away and now wish to return to the borough.
- People suffering from or fleeing domestic abuse (including those living in refuges).
- Members of the Armed Forces, who are serving away from the area and wish to re-establish their link with Bury.

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

The banding system comprises six bands:

- Band 1: Urgent housing need
- Band 2: High housing need
- Band 3: Medium housing need
- Band 4: Low housing need
- Band 5: Limited or reduced priority
- Band 6: Unreasonable refusal of a suitable offer.

When applicants' needs have been assessed, the results will be notified in writing, together with the grounds for the decision and notification of the right to a review. There is an opportunity to request a formal review of the decision.

| Band | Band Code | Description | Additional information |
|--|-----------|--|--|
| 1 Urgent housing Need | 1A | Homeless and/or in priority need | Council's duty depends on whether the person became homeless intentionally. This category will also be used to support Bury's Care Leavers. |
| | 1B | Urgent medical need | Critical need e.g. delayed transfer of care |
| | 1C | Urgent welfare need | Critical need e.g. children in care being prevented from rejoining their family |
| | 1D | Life-threatening circumstances – general | This includes victims of domestic abuse, serious racial harassment, homophobic attacks, and victims of crime |
| | 1E | Life-threatening circumstances - transfers | |
| | 1F | Council has accepted a responsibility to rehouse | Examples include redevelopment schemes, compulsory purchase, and closure orders |
| | 1G | Members of the armed forces | See statutory guidance (2020) Improving access to social housing for members of the Armed Forces - GOV.UK (www.gov.uk) |
| | 1H | Exceptional cases | Council exercises this power where there is an exceptional need |
| | 1I | Multiple need | Applicants matching three or more factors in bands 1-4 will be moved up one band |
| | 1J | Referral accepted by the Council under Part VII of the Housing Act | Housing need |
| | 1K | Tenant incentive scheme | Applicants awarded priority to move properties |

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

| | | | |
|--|----|---|--|
| 2 High housing need | 2A | Statutory overcrowding | Current accommodation does not meet existing space or bedroom standards |
| | 2B | Category 1 hazard under the housing, health, and safety rating system (HHSRS) | Applicants (especially vulnerable applicants) are at risk from category 1 hazards |
| | 2C | Leaving supported accommodation ⁹ | Applicants assessed by key worker as ready to move on to independent living |
| | 2D | High medical need to move | Evidence that a move to more suitable accommodation will improve a critical health condition or welfare issue |
| | 2E | High welfare need to move | |
| | 2F | Under-occupancy | Tenants affected by Welfare Reform Act, 2012 |
| | 2G | Band 2 – Assessment required | Transitional arrangement from previous policy |
| | 2H | Multiple need | Applicants matching three or more factors in bands 1-4 will be moved up one band |
| | 2I | Relief duty owed under homelessness reduction legislation | Applicants assessed and in priority need |
| | 2J | A bed every night (ABEN) accommodation | Applicants assessed as ready to move on to other accommodation |
| | 2K | Prevention duty owed under homelessness reduction legislation | Applicants assessed and in priority need |
| | | | |
| 3 Medium housing need | 3A | Unintentionally homeless but not in priority need | Applicants assessed as unintentionally homeless but not in priority need |
| | 3B | Insecure tenants served with a notice of seeking possession (NISP) | Applicants who have been served with a NISP through no fault of their own |
| | 3C | Households living apart | Household who would normally live together |
| | 3D | Medium medical need | Evidence that a move to more suitable accommodation will improve a significant health condition or welfare issue |
| | 3E | Medium welfare need | |
| | 3F | Overcrowding | Household where current accommodation is two-bedroom short |
| | 3G | Under occupancy | 2-bedroom under-occupying and not affected by Welfare Reform Act, |

⁹ This is not applicable to Care Leaver who retain their priority status throughout.

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

| | | | |
|--|----|---|---|
| | | | 2012, and 1-bedroom under occupying affected by the Act |
| | 3H | Band 3 – Assessment required | Transitional arrangement from previous policy |
| | 3I | Multiple need | Applicants matching three or more factors in bands 1-4 will be moved up one band |
| | 3J | Relief duty owed – non-priority | Applicants assessed and a non-priority relief duty owed |
| | 3K | Prevention duty owed non-priority | Applicants assessed and a non-priority prevention duty owed |
| 4 Low housing need | 4A | Low medical need | Evidence that a move to more suitable accommodation will improve a moderate health condition or welfare issue |
| | 4B | Low welfare need | |
| | 4C | Older Applicant living above ground floor level with no lift access | Older Applicant defined as over 60 years of age |
| | 4D | Overcrowding | Low level of overcrowding as defined in the bedroom standard |
| | 4E | Intentionally homeless with priority need | Applicants assessed as in priority need but have made themselves intentionally homeless |
| | 4F | Under occupancy | 1-bedroom under-occupying but not affected by the Welfare Reform Act, 2012 |
| | 4G | Band 4 – Assessment required | Transitional arrangement from previous policy |
| 5 Limited or reduced priority | 5A | No local connection | Housing need but no local connection |
| | 5B | Unreasonable refusal of a suitable offer | Suitable offer made but Applicant has rejected the property and offer has been withdrawn |
| | 5C | Alternative to suspension from the housing register | Actions by applicants (eg previous debts, anti-social behaviour, poor tenancy management) |
| | 5D | Sheltered properties only | No housing need but willing to consider sheltered accommodation |
| | 5E | Non-priority and intentionally homeless | Assessed as non-priority and intentionally homeless |
| 6 Assessment of need | 6A | Awaiting homelessness decision | |
| | 6B | Awaiting other decision(s) | |
| | 6C | Not ready to move from supported accommodation | Living in supported accommodation but is not ready to move to independent living |
| | 6D | Band 6 – Assessment required | Transitional arrangement from previous policy |

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

9. Property Size and Type

The following table sets out the size and type of property that applicants on the Housing Register is entitled to bid for. Generally, two children of the same gender will be expected to share a bedroom.

| Household Type / Size | Property Size / Type |
|--|---|
| Single person | 1 bed |
| Single person with staying access to child or children | 1 or 2 bed |
| Single person over 55 | Bedsit, 1 bed, bungalow, ground floor flat, retirement living or extra care housing |
| Couple no children | 1 bed |
| Couple with at least one partner over 55 | 1 bed, bungalow, ground floor flat, retirement living or extra care |
| 2 person household with special needs (includes single person with resident carer) | 2 bed, bungalow, ground floor flat, retirement living or extra care |
| Couple or single parent with 1 child | 2 bed |
| Couple or single parent with 2 children | 2 or 3 bed (depending on age and sex of children) |
| Couple or single parent with 3 children | 3 bed or more (depending on age and sex of children) |
| Couple or single parent with 4 or more children | 3 or more (depending on age and sex of children) |

Notes:

- Bungalows will be allocated to applicants who are either aged 60 or over, or who have a proven medical need for ground floor accommodation.
- Bungalows adapted to meet the needs of wheelchair users or severe mobility problems will be offered to those who have been assessed as needing that type of property.
- Retirement living units will only be allocated to applicants aged 60 or over, or 55 and above in the case of extra care housing.
- There are very few homes with 4 beds or more and these are only available in certain parts of the Borough. Larger families can bid for anything above 3 beds but are advised to work with the Council to explore all their housing options.
- Where a child has 2 principal homes due to joint custody arrangements, the Council may allow the applicant on receipt of written evidence to this effect to bid for homes with one more bed than they would otherwise be eligible for
- Where official joint custody has not been decided, but an applicant has requested an extra bedroom, a decision will be based on which parent receives child benefit. If that parent is not the applicant, then a bedroom for that child will not be awarded. Proof of who receives child benefit will be required to facilitate this approach.
- Separate space for a resident carer will only be considered where there is clear evidence that the care is not provided by a member of the household (or someone

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

who would otherwise live with the applicant). The Council will request evidence from adult social care or children's services to support such applications.

- Separate space for potential foster children will be considered from applicants who have been approved as foster parents by the Council.

The Council has a limited supply of family sized accommodation and adapted properties. In order to free up these properties to meet expressed demand, there is an under-occupation policy and associated incentive scheme.

The Council will identify under-occupied properties and agree, in consultation with the tenant, a property exchange. This is subject to the under occupying household vacating the property when an allocation has been made to them. The Council will provide options to encourage residents to downsize but will not force them to move if they do not wish to. These provisions apply to secure tenants who:

- Occupy a general needs family property with two or more bedrooms.
- Occupy a property that has been adapted for disabled access.
- Agree to transfer to smaller accommodation (or a non-adapted property) in line with their needs and provide vacant possession of their present home.

Discretion will be applied to allow downsizing to smaller properties, but with flexibility to allow down-sizers to obtain properties, technically larger than their needs. For example, a single tenant living alone in a four bedroom house may be unwilling to downsize to the one bedroom property which they would ordinarily qualify for under the assessment of property size. In such cases, it will be at the discretion of the Council to allow an additional bedroom to be awarded, particularly where the tenant has the need to accommodate dependent children or live-in carers. However, the tenant must appreciate the implications on their welfare benefit and any change must be accompanied by a test of affordability.

Tenants affected by the changes of the Welfare Reform Act 2012, will be given priority to downsize their accommodation.

An applicant will be notified in writing of the property size and type for which they have been assessed as eligible, together with the grounds for the decision and notification of the right to a review. There is an opportunity to request a formal review of the decision.

10. Allocations Process

The allocations process (also known as the lettings process) is normally through Bury Home Options. The vast majority of properties are made available through this system. It enables people on the housing register the opportunity to express preferences about the housing accommodation to be allocated to them, which are appropriate to their housing need as set out in the banding scheme and the assessment of property size.

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

There are a series of steps:

- Each available property will be advertised weekly on the Bury Council Housing website and other media throughout the borough.
- Applicants express an interest on advertised properties on-line (or through a key/support worker where appropriate), and there is no restriction on the number of bids that an applicant can make.
- Where a person or household has been accepted as homeless and is resident in temporary accommodation but fails to bid on suitable properties that become available, the Council reserves the right to bid on their behalf.
- Expression of interest (through bids) are registered by the Council.
- At the close of each weekly cycle, successful bidders will be determined in accordance with the priority banding.
- Where there is more than one successful bidder for the same property based on priority need, the Council will take into consideration the length of time on the housing register.
- Housing provider will contact the successful bidder.
- References are taken and the applicant's information updated.

A successful bid made through Bury Home Options will count as one suitable offer. 'Suitable' is defined as:

- Fit and available to live in.
- Affordable.
- Meets any specific needs relating to medical conditions or disability.
- Adequate size without causing statutory overcrowding.

Where a bid has been successful but the applicant declines a suitable offer of accommodation their application will be placed in Band 6.

Homeless applicants have a statutory right to request a review of the suitability of accommodation offered to them, regardless as to whether they accept the offer or not although any such review is outside of the review procedures under this policy. Pending a review of the decision their application will be placed in Band 6.

Any offer of accommodation may be withdrawn where:

- Applicant has made a false declaration or failed to provide the Council with up-to-date information on their circumstances; a false declaration will also result in their application being cancelled.
- Property details at the time that the written offer was made were incorrect and it was subsequently discovered that the size and type of the property is not, in fact, suitable to the applicant's needs; this will not affect the applicant's right to bid on future properties.
- Applicant's circumstances change between the initial application, the offer and/or the signing of the tenancy agreement (resulting for example in a significant

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

reduction or increase in the level of need, or that the applicant has ceased to be eligible or a qualifying person).

- If the references taken at the time of the offer demonstrate that the applicant has ceased to be a qualifying person or has housing related debt, the Council may withdraw the offer and revise the applicant's priority.
- Property is no-longer appropriate for that person.
- Property is required in an emergency to meet the Council's civil contingency responsibilities.
- Property is no longer available to let due to circumstances beyond the Council's control, for example. because a tenant has rescinded their notice of termination.

Bids for properties will not be accepted from individuals who:

- Have not been accepted onto the Housing Register.
- Have been removed from the Housing Register.
- Are not capable of independent living or sustaining a tenancy.
- Can only sustain a tenancy if they are provided with support, and support is not currently being provided and has not been allocated.
- Are in Band 6.
- Have had their right to bid suspended by the Council - circumstances where this may apply includes:
 - Failure to provide relevant information in their application or subsequent information has come to light that the applicant may no longer be a 'qualifying person', or their housing circumstances have changed.
 - Repeated failure to attend viewings of properties for which they have bid and been shortlisted - 'repeated failure' in this instance is defined as not attending viewings, without good reason, on three consecutive occasions.
 - Refusal without good reason, of a formal written offer of property for which the applicant or their representative has made a successful bid.

If the grounds for failing to view properties or refusing an offer are not considered by the Council to be justified, any bids will be rejected, and the applicant will be placed in Band 6 for 12 months ie their application is paused. After this period, the applicant may request a reassessment of their application under this policy. Where relevant information is missing or has been withheld, suspension from bidding will last until the application is updated and/or reviewed by the Council. If the applicant is found to have deliberately misled the Council for personal gain, the applicant will be removed from the Housing Register.

Where the applicant is restricted from bidding, they will be notified in writing together with the grounds for the decision, any conditions that will need to be met before the restriction is lifted, the date when the suspension expires (if appropriate) and notification of the right to a review. A restriction on bidding is not the same as suspension from the Housing Register. Applicants restricted from bidding can still count this period as time on the waiting list; persons suspended from the Housing Register cannot.

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

There is an opportunity to request a formal review of a decision.

Tenants can look to swap homes through a process known as a ‘mutual exchange’. Tenants may be able to swap their home with another Bury Council tenant, a council tenant from another area, or a housing association. Mutual exchange is strongly recommended for existing tenants who wish to move but are in a low band. The Council can provide further information on mutual exchange.

Mutual exchange may not be possible if:

- The property identified is much larger than the tenant needs, has been adapted for people with special needs or is designated for use by a particular group such as older people.
- The property does not meet a tenant’s medical needs.
- Swap would cause overcrowding.
- Condition of either property is unacceptable.
- Either of the tenants involved in the exchange have broken the conditions of their tenancy agreement, such as missing rent payments or causing anti-social behaviour.

11. Local Lettings

The law enables the Council to allocate particular accommodation to people of a particular description, whether or not they fall within the “reasonable preference” categories, provided that the Council is able to demonstrate that it gives overall priority to applicants from the “reasonable preference” categories when allocating homes under this policy. This is the statutory basis for ‘Local Lettings Policies’ (LLPs) which may be used to achieve a wide variety of housing management and policy objectives.

The Council does use LLPs to achieve a wide variety of housing management and policy objectives. Each have their own criteria to ensure fair and transparent allocation of properties to the intended beneficiaries of the LLP. The Council may introduce and discontinue LLPs as housing management and policy objectives change. The LLPs are listed in “Schedule LLP” to this policy and each currently live LLP is appended to Schedule LLP setting out its policy objective and allocation criteria. Each LLP has been subjected to an Equality Impact Assessments to ensure it is compliant with the law.

12. Direct Lets

There are specific circumstances where Bury Home Options is unsuitable in meeting the needs of certain applicants. To address this situation, the Council reserves the right to use direct lettings. It enables a flexible but consistent approach to meet specific circumstances to be adopted on a case by case basis. Each case is approved by the Head of Service.

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

Circumstances where direct lets may apply include:

- Safeguarding or protection of applicants and existing tenants for reason of domestic abuse, harassment or hate crime or where the Multi Agency Public Protection Arrangements (MAPPA) or the National Witness Mobility Scheme has recommended that an applicant should not bid for fear of being identified.
- Applicants who present with complex needs.
- Applicants that have been under-occupying and require re-housing to a smaller property due to hardship or affordability issues.
- Allocating homeless households to temporary accommodation through the Homeless Accommodation and Support Service.
- Applicants requiring specially adapted properties.
- Re-housing tenants who are vacating a specially adapted property or large family home in favour of an applicant on the Housing Register to whom the property is more suited.
- Retirement living accommodation, extra care units or properties designated for elderly applicants that fail to attract bids.
- Long-term stayers in supported accommodation and tenants in supported accommodation with the right to move on accommodation.
- Other situations such as civil contingency emergencies, meeting the Council's obligations and the allocation of general needs properties that fail to attract bids.

The Council will exercise extra sensitivity where applicants have complex or special needs and may directly let properties in these cases; particularly if anti-social behaviour could result. Such decisions will be made on a case by case basis.

The Council recognises that some groups can have greater difficulty integrating into communities. In the interests of community cohesion, the Council will exercise extra sensitivity where applicants have complex or special needs and may directly let properties in these cases; particularly if anti social behaviour could result. Such decisions will be made on a case by case basis and approved by the Head of Homelessness and Housing Options or Housing Director.

The Council has traditionally made a small number of direct offers to applicants aged 55 and over who, because of their personal circumstances, or other special reason, should in the Council's view receive such an offer. The Council reserves the power to continue to make such offers to extra care and retirement living options where it considers it appropriate to do so.

When direct letting properties, the Council will make one suitable offer which as far as possible matches the size and type of property to the needs of the applicant and is not in an area known to be unsafe for the household. If the applicant decides to refuse the offer, they must give their reasons for refusal in writing.

If the grounds for refusal are not considered by the Council to be reasonable, the offer will be withdrawn and the applicant placed in Band 6 for 12 months, after which period, the applicant may request their application to be reassessed under this policy. For the avoidance of doubt, this is not an automatic suspension from the Housing Register. Applications will remain registered provided the applicant

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

continues to meet the eligibility and qualification criteria; the onus however will shift onto the applicant to bid for properties.

An applicant will be notified in writing of any reduction in banding together with the grounds for the decision and notification of the right to a review. Where applicants are not satisfied with the offer, rather than refuse and have their housing need priority removed, they may accept the offer subject to review. Further information about reviews is set out below.

13. Succession

A person may have a legal right to succeed to a tenancy if a tenant dies. This is known as succession and the person who takes on the tenancy is called a 'successor'. To qualify to be a 'successor' the applicant has to meet certain conditions:

- They must live in the property as their only or main home at the time of the tenant's death
- They are the tenant's spouse or civil partner
- They are an immediate family member and have been living with the tenant for at least 12 months prior to the tenant's death.

If the property does not meet, or exceeds, the housing needs of the person taking over the tenancy, the Council has the right to offer them another suitable property. A tenancy can only be succeeded to once.

Applications to take over a tenancy must be made in writing within one month of the tenant's death. If no application is received within the timescale, the tenancy will be ended. If more than one person qualifies to take over the tenancy, the housing provider will determine the most suitable successor.

If an occupant has no legal right to succeed to a Council tenancy when the tenant dies, they may still be granted a tenancy by the Council (as a non-statutory succession). This will only be authorised in exceptional circumstances. To qualify for a non-statutory succession, the applicant must:

- Have lived with the former tenant at the time of her/his death
- Have occupied the property as her/his only or principal home for a substantial continuous period prior to the former tenant's death and
- Be a family member of the former tenant, as defined above.

Due to the shortage of specially adapted accommodation, members of the deceased tenant's household (including partners and those applying for a non-statutory succession) will not be allowed to stay in the property if it has been specially adapted and the successor(s) do not require those adaptations.

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

In the case of sheltered housing or other properties designated for older people (eg extra care), whilst the husband wife or civil partner will be entitled to succeed, this right will not apply to other potential successors if they are under the age of 60 (or under the age of 55 for extra care).

If any succession has the effect of creating under occupation, the successor(s) will be encouraged to relocate to a property that meets the bedroom standard.

14. Equality Impact Assessment

The Council is committed to equality of opportunity to promote diversity and combat discrimination on the basis of race, gender, age, religion or belief, disability, sexual orientation, or caring responsibilities. The Allocations Policy strives to ensure that each application is treated on its merits and reasonable preference is given to applications according to housing need.

The allocations policy will be subject to an equality impact assessment when significant changes are proposed. It will also be applied to local lettings schemes.

The Council will monitor the impact of this policy by measuring:

- Applications made to join the Housing Register
- Length of time on the Housing Register
- Number of bids made through Bury Home Options
- Lettings made through Bury Home Options
- Number of current residents downsizing
- Refusal decisions
- Review requests.

The equality characteristics of each element will be recorded and analysed to minimise the risk of discrimination against any group.

15. Reviews and Appeals

A formal review can be requested if, for instance, the Council:

- Refuses an application to join the Housing Register or considers an applicant not to be eligible or a qualifying person.
- Allocates a banding that the applicant considers is inappropriate to their level of need or reduces their banding.
- Disagrees with the applicant's assessment of medical need.
- Allocates the applicant to a property type or size that they consider to be unacceptable.
- Restricts the applicant from bidding for properties.

| | | |
|--|--|--|
| | | |
|--|--|--|

| | | |
|-----------|--------------|-----------|
| July 2024 | Bury Council | Version 6 |
|-----------|--------------|-----------|

A review must be requested within 21 days of the Council informing the applicant of its decision. All requests must be in writing to: Head of Service, Bury Council, Town Hall, Knowsley Street, Bury, BL9 0SW.

It is important that the information provided in the letter of appeal includes:

- Why the Council should review its original decision
- What outcome the applicant wants from the review
- Any new information.

A manager who was not involved in the original decision will carry out a formal review. They will look again at the information supplied and discuss the issues with the person who made the original decision to understand why that conclusion had been reached. The person conducting the review may also want to talk to the applicant directly to verify statements or seek additional information.

We will inform of the outcome within 8 weeks of the applicant requesting the review. We will also tell you the reason(s) for that decision.

If the applicant is unhappy about the way the review was handled, this will be dealt with through the Council's formal complaints process.

16. Exceptional Circumstances

The Head of Service has discretion to overrule individual decisions throughout the allocations system in exceptional circumstances. They may include:

- Household has an exceptional housing need which is not adequately addressed by the banding scheme.
- Use of direct lets.
- Applicant or someone in their household has to move home because of multiple welfare or social needs, which are not covered by the banding categories.
- Downsizing applications.
- Non-statutory tenancy succession.
- Approval of an existing tenant in sheltered housing or other supported accommodation wishing to move to a different unit because it no longer meets their needs.
- To use discretion with hard to let properties including working outside of a local lettings policy to ensure we are meeting the demand and rental income is maximised

| | | |
|--|--|--|
| | | |
|--|--|--|

This page is intentionally left blank



| | |
|--------------------------------|------------------------------|
| Classification: Open | Decision Type: Key |
|--------------------------------|------------------------------|

| | | |
|-------------------|--|--------------------------------|
| Report to: | Cabinet | Date: 04 September 2024 |
| Subject: | Update on the ALPD (Accelerated Land and Property Disposals) | |
| Report of | Leader and Cabinet Member for Strategic Growth | |

Summary

1. This report provides an update in relation to the progress of the Council's Accelerated Land and Property Disposals Programme (ALPD) which has been in operation following Cabinet approval on 24th November 2020. This report provides a rationale as to why some sites are to be withdrawn, under review and to be added to the programme and outlines the Future Assets Programme (FAP) with regards to disposals.
2. Further this report seeks approval for the disposal of Spurr House, Pole Lane, Unsworth.
3. Proposes a new programme to encompass the ALPD and Future Asset Programme (FAP),(disposals only) to be known as the Asset Transformation Programme (ATP)
4. Three phases of land and building assets (hereafter referred to as property assets) have been approved for disposal by Cabinet on 24th March 2021, 30th June 2021 and 13th October 2021 with an update provided to Cabinet on 9 March 2022. Subsequent to that permission to dispose of some sites have been undertaken following individual reports to Cabinet
5. Led by the Land and Property team, a team of officers have been making steady progress on preparing and disposing of the smaller property assets, alongside other key officers from across the Business, Growth and Infrastructure (BGI) Department focusing on the larger, more strategic Council-owned property assets.
6. Preparing some of the property assets for disposal that are classed as open space have resulted in challenges and objections from residents through the Public Open Space advertising procedure that is statutorily required by law which has resulted in the property assets being removed from the ALPD.
7. As noted in the Phase 3 Cabinet paper (13th October 2021), the Council does reserve the right not to dispose of a property asset, should it be determined following review that it should be retained. Further development of the ALPD has identified the potential need to retain property assets for short-term use

and several property assets to remain within the ownership of the Council, as alternative uses have been identified that supports other Council strategies.

Recommendation(s)

8. To note the progress of the ALPD to date.
9. To note the Future Assets Programme and implications for disposal.
10. To approve to the withdrawal of property assets for disposal set out in paragraph 20 below from the ALPD
11. To approve the classification of property assets detailed at paragraph 21 below as surplus and to add to the ALPD property assets set out in Appendix 2.
12. To approve delegated authority to the Head of Land and Property to determine and agree terms for the sale of property assets in consultation with the s151 Officer, the Monitoring Officer, and the Exec Director (Place)
13. To approve the disposal of Spurr House, Pole, Unsworth.
14. To approve the establishment of the ATP (Asset Transformation Programme) to replace the ALPD.

Reasons for recommendation(s)

15. To be apprised of the progress of the ALPD and other disposals to date.
16. To make best use of the Council's property assets. Disposing of property assets to reduce holding costs, reduce the Councils' carbon footprint and to generate capital receipts.
17. To enable the Council to continue to generate capital receipts that can enable other Council projects to be supported.
18. To bring together all the property asset disposals within one programme

Alternative options considered and rejected

19. No other options were considered / were applicable

Report Author and Contact Details:

Name: Roger Frith

Position: Head of Land & Property

Department: BGI (Business Growth and Infrastructure)

E-mail: r.frith@bury.gov.uk

Background

20. The ALPD is part of a wider disposals programme which includes the Brownfield Land programme and more recently the Future Assets Programme.

As well as generating capital receipts the disposal of buildings generates permanent savings as holding costs are eliminated, health and safety liabilities are removed, and it creates a more simplified sustainable portfolio for the Council to manage. It also leads to a reduction in energy use by the Council and therefore a carbon saving for the Council. Disposal of larger land sites have generated capital receipts and has brought forward sites for commercial and residential delivery. In turn this will provide increased Business Rates and Council Tax and New homes Bonus income through provision of new homes.

The wider disposals programme (including ALPD) has achieved capital receipts of £1,168,900 in 2022/2023 and £7,929,635 in 2023/2024. As part of the wider disposal programme the Brownfield Land programme has brought forward sites for residential development with affordable housing to the borough.

- Green Street, Radcliffe –132 new homes (97 affordable homes with 56 being social rented)
- Seedfield site, Parkinson Street, Bury – 84 new homes (21 affordable)
- School Street, Radcliffe – 90 homes (22 affordable)
- Former Wheatfield site, Whitefield – 30 affordable homes
- Former CPU, Willow Street, Bury – 13 affordable homes (all social rented)
- ELPM site, Radcliffe –400 homes (100 affordable)

There are several sites at various stages of disposal with Capital receipts expected in years 2024-2026.

- Former William Kemp Heaton site, Bury – 43 affordable homes (all social rented) - see Cabinet Report 18/11/2021
- Former Millwood site, Fletcher Fold Road, Bury – 43 affordable homes (all social rented) - subject to planning - see Cabinet Report 16/11/2022
- The Elms – circa 24 affordable homes (subject to planning) - see Cabinet report 13/03/2024
- Pyramid Park, Bury – circa 148 homes (24 affordable) - subject to planning - see Cabinet Report 15/03/2023
- Humphrey House – build to rent scheme (subject to planning) - see Cabinet Report 01/09/2021
- Former Police station, Irwell Street, Bury – extra care scheme (subject to planning) - see Cabinet Report 07/06/2023

There are limited Council resources to deal with continued requests from individuals or third parties looking for opportunities to purchase Council assets. As a result of this, the following sites, currently on the ALPD, have been identified as being under review until additional resources can be put in place estimated to be in position within the next year. The Land and Property Team and the FAP team are both looking to recruit additional staff which will hopefully ease the situation. The identified sites listed below consist of smaller plots of land or plots of land with title issues which would bring in small capital receipts. By placing these assets under review, the Land and Property and the FAP teams can concentrate on the larger sites generating larger capital receipts.

- Land adjacent to 5 Water Street, Radcliffe
- Land rear of 115 Outwood Road, Radcliffe
- Land at Fitzgerald Close / Venwood Road, Prestwich
- Land adjacent to 65 Turks Road, Radcliffe
- Land off Outwood Road, Radcliffe – banking
- Land at Richard Birch Street / Taylor Street, Bury
- Land at Bond Street / Queen Street, Bury
- Land at Back Laurel Street, Bury
- Land at Salford Street, Bury
- Land at Shirebrook Drive / Whittaker Street, Radcliffe
- Land at Holland Street / Hutchinson Street, Radcliffe
- Land at Spring Lane / Whittaker Street, Radcliffe
- Land at Springside View (part), Bury
- Land at Fern Street and Peel Brow, Ramsbottom

Additionally, the following sites, currently on the ALPD, have been identified as being under review for the following reasons:

- Land at Bury New Road, Brightmet – this land is greenbelt and strategically the Council should hold on to this site for the time being.
- 7 Whittaker Street, Radcliffe – this is the former Council office building, and the site is being considered for a temporary PRU site.
- Land at Parsonage Street / Whittaker Street, Radcliffe – garage colony – this site is linked to the above site 7 Whittaker Street and will be disposed of along with the site of 7 Whittaker Street.
- Land at Bridge Street, Bury – the Council owns the Freehold of this site only with a long leasehold in place i.e. a reversionary interest only. This site will be considered by the FAP team when looking at the Council's commercial estate and the possibility of disposing of a group of reversionary interests in one lot.
- Part site of Whittaker House, Whittaker Street, Radcliffe – this site will be considered at a later date and should be strategically held by the Council for the time being

- Textile Hall, Manchester Road, Bury – The Council via the FAP team is reviewing all the admin buildings and this may be brought forward for disposal during this process.
- Land at Manchester Road / Belle Vue Terrace, Bury – this site is under review via the FAP team and may be brought forward at a later stage
- Broad Oak fields, Broad Oak Lane, / Bridge Hall Lane, Bury – this land is greenbelt and strategically the Council should hold onto this site for now
- Former Whitefield Library, Pinfold Lane, Whitefield – there is currently a proposal on this site for the relocation of the medical centre from The Uplands with any decisions being subject to a later report and Cabinet approval
- Land at Wellington Road, Bury – this site is to be strategically held by the Council at this time
- Philips Park, Prestwich – orangery and stables – this site is within a park and as such has many restrictions, and a suitable proposal would need to come forward which can be considered.

A list of all the disposals within Phase 1,2 and 3 and their current status are contained within appendix 1.

21. **Future Asset Programme (FAP) and its impact on disposals**

The FAP implements a major overhaul to the Council's land and property assets. It aims to create a holistic and comprehensive approach towards effectively analysing our land and property holdings, with the ambition to achieve the following outcomes:

- Complete the consolidation of administrative buildings (subject to oversailing leases) in line with the original 'Flexibly' programme and deliver the annual saving targets.
- Identify properties capable of operating as 'family centres' which are also Hubs for their local communities. Develop investment cases to modify the buildings, undertake backlog repairs and maintenance and fit-out the properties (there is no budget allowance made in this investment case for this activity).
- Dispose of Council owned smaller buildings reducing holding costs, removing health and safety liabilities, and creating a simplified portfolio for the Facilities Management Board to oversee.
- Remodel the commercial estate through consolidation and strategic investment in line with an approved Asset Management Strategy (currently in development) with a view to increasing the commercial revenues available to the Council.
- Increase Council Tax and New homes Bonus income through provision of new homes in line with budgeted increases within the Council's Medium Term Financial Strategy.
- Significantly reduce the Council's exposure to unforeseen costs associated holding a large property portfolio which will face inevitable unbudgeted requirements for repairs and maintenance as well as in some cases security.

- Significantly reduce the Council's electricity and gas bills contributing towards our carbon reduction plans.
- Complete the ALPD and support the generation of £20m of capital receipts.
- Raise further capital receipts from other 'windfall' or one-off opportunities that can be used to help fund the programme operation and contribute to budget pressures.
- Complete the business case for a refurbished Town Hall, in line with the findings of the cross-party working group.
- Identify and implement opportunities for new housing on our existing Estates whilst delivering improvements to the environment for existing residents.

The programme will start to bring forward additional sites for disposal specific site locations to be presented at a future date and in turn generate two significant financial benefits:

- a) The reduction of utility, rates and other costs associated with Council owned buildings.
- b) The generation of Capital receipts from the sale of land

The ongoing savings made from the reduction in the Council's building footprint will be counted as permanent efficiency savings. The receipts generated from the sale of surplus land and property will support the costs of operating this transformation programme through the Flexible Use of Capital Receipts Programme

22. Approval to remove assets from the ALPD

Several property assets approved for disposal within the ALPD have, following review, been identified as assets which should not be disposed of. Permission is sought to remove these from the ALPD as set out below: -

- Land at Dean Street, Radcliffe – following Public Open Space Consultation this plot of land is now managed by the community with help from the Council's Leisure services team.
- Land at Greengate Lane / Warwick Street, Prestwich – following Public Open Space Consultation this plot of land is now managed by the community with help from the Council's Leisure Services team.
- Ranger Base, Clarence Park, Bury – this site is now rented to a community group (Friends of Clarence Park)
- Park Lodge, 224 Walmersley Road, Bury - this property is subject to a residential lease and should not have been included in the ALPD.

- The Lodge, 157 Manchester Road, Bury – this property is currently used by a Council Adult Social Care Service (Bury Employment Support & Training – Bury EST) and is deemed to be the best property in which to deliver that service.

Ward councillors will be notified of these sites at the same time as the Cabinet report is published.

23. Approval to declare assets surplus and to add to the ALPD (phase 4)

Several sites since 9 March 2022 (the last ALPD update) have been identified as proposed disposal sites – these are listed in Appendix 2 with red edged plans for identification. The sites are: -

- North Block, Radcliffe – part of the Radcliffe regeneration
- Townside Fields, Q Park roof, Bury
- Land adj 10-12 Tottington Road, Bury
- Spurr House, Pole Lane, Unsworth
- Land off Buller Street, Bury
- Land off Leigh Lane / Owlerbarrow Road, Walshaw
- Clough Farmhouse, Clough Lane, Prestwich
- Medivet, Central Street, Ramsbottom
- Milltown House, Tenterden Street, Bury
- The Ark, Albert Road, Whitefield
- Land at Wike Street, Bury
- Garage colony, Back Bolton Road, Bury
- Garage colony, Chestnut Grove / Ringley Road West, Radcliffe
- Land rear of 6 Andrew Close, Radcliffe

These assets are identified as surplus to the Council's requirements and are recommended to be added to the ALPD for disposal. Once added to the ALPD programme due diligence will be undertaken on each site. By declaring any asset surplus to the Council's requirements and adding an asset to a disposal list does not necessarily mean the Council will dispose of this asset.

The Land and Property team will formulate a disposal strategy for each property asset.

Ward councillors will be notified of these sites at the same time as the Cabinet report is published.

24. Delegated Authority

To approve delegated authority to the Head of Land and Property to negotiate and agree terms for the sale of property assets in consultation with the s151 Officer, the Monitoring Officer, and the Exec Director (Place). This will ensure

that disposals are undertaken in the most appropriate way whilst ensuring that all disposals are legally and financially compliant.

25. Approval to dispose of Spurr House, Pole Lane, Unsworth

Spurr House, Pole Lane, Unsworth was a site used as a short stay residential building which was shut in October 2021.

The site was then considered as a site for a new PRU building and the Council had developed plans and secured planning permission to adapt the premises. However, those adaptations could not be completed on time to enable Spring Lane School to relocate directly from its current site and the New Kershaw Centre was deemed a more viable solution. (See Cabinet Report 13/12/2023.)

The property is now surplus to the Council's requirements and the Council seeks to dispose of the property thereby eliminating all ongoing holding costs and generating a capital receipt for the Council.

An informal tender process has been undertaken and the Council is now asked to approve the disposal of Spurr House to the preferred bidder as documented in Part B of this report.

26. Asset Transformation Programme (ATP)

Currently land and property assets are brought forward for disposal via the ALPD programme or individual Cabinet reports and in the future through the FAP. This is the process also used for declaring assets surplus to the Council's requirements.

Ideally all the disposals should sit within one programme hence the need for a new programme which will encompass all the disposals in one place.

The ALPD programme will be disestablished with the 4 phases of disposal lists forming the main disposal list within the new ATP. Any additional property assets identified for disposal either on a site-to-site basis or via the FAP should be included within the ATP which will also involve declaring the sites surplus to Council requirements.

By declaring any property asset surplus to the Council's requirements and adding a property asset to the disposal list does not necessarily mean the Council will dispose of this property asset and due diligence needs to be undertaken on each site. Previously it has been identified that there may be potential need to retain property assets for short-term use and /or that property assets should remain within the ownership of the Council, as alternative uses have been identified that supports other Council strategies.

If the ATP is adopted, then the ALPD list and programme will be known as the Asset Transformation Programme and ATP list.

Links with the Corporate Priorities:

27. Enterprise to drive economic growth and inclusion – the disposals strategy will bring forward sites for redevelopment which may include new homes or additional commercial buildings being built.

A strength-based approach – being challenged by the local community on why the Council is disposing of some property assets that have been identified by residents as crucial to support the wellbeing of their local environment. A Community Asset Transfer could be considered in these cases

Equality Impact and Considerations:

28. The content of this report does not impact on equality.

Environmental Impact and Considerations:

29. Via the FAP a reduction in the number of buildings operated by Bury Council will lead to a reduction in energy use by the Council and therefore a carbon saving for the Council

If green spaces are disposed to community groups via Community Asset Transfers, then green spaces will be protected and enhanced which will complement the Borough's existing natural environment and green space

Assessment and Mitigation of Risk:

| Risk / opportunity | Mitigation |
|--|--|
| Withdrawal of some of the property assets will result in the Council needing to maintain them thus requiring a revenue budget. | For two of the sites the Council is working with the community to involve the community in the maintenance of the plots thereby reducing revenue budgets required. One building is already leased to a residential tenant however there are ongoing costs associated with that building The FAP is looking at all admin buildings with a view to rationalise the portfolio therefore admin buildings |

| | |
|---|---|
| | retained will be looked at again during this process. |
| Land and property disposals are notoriously labour intensive and are at risk of not being favoured within a community | Such property assets are likely to require Public Open Space advertising with any objections being carefully considered. Further property assets can be removed from the ALPD programme by agreement from Cabinet. Alternatively, Community Asset Transfers may be considered subject to policy conditions being satisfied. |
| Due to market conditions and the introduction of Biodiversity Net Gain policies lower land values and receipts may be obtained. | The Council may wish to remarket assets that do not meet anticipated returns. |
| Resources to undertake the disposals are not put in place within the Land and Property team. | Recruit the necessary personnel in accordance with any timelines / delivery plans. |
| Opportunity – Property assets disposed of will not only provide capital receipts but will bring forward sites for residential redevelopment which in turn will increase Council Tax and New Homes Bonus income through provision of new homes. Some sites will also bring forward affordable housing schemes and specialist needs homes. Reducing the number of buildings the Council owns will reduce holding costs and the Council's carbon footprint. | |

Legal Implications:

30. Giving notice of land which is public open space is a legal requirement pursuant to S123 of the Local Government Act 1972 and this exercise will need to be undertaken as necessary before disposal, where any land is currently designated open space.
31. The sale of any land or property must also comply with S123 of the Local Government Act 1972 in relation to obtaining best value.

Financial Implications:

32. The land and properties identified on the ALDP programme are subject to a financial investigation and necessary due diligence on a case-by-case basis. In addition, a database of any current revenue budgets (costs and incomes) applicable to these properties is being worked up but is very much still a work in progress.
Capital receipts generated can be utilised to reduce the need to borrow and therefore reduce the revenue impact of the cost of capital in the MTFS and

disposing of the assets will also provide savings to the revenue budget for the costs of holding / maintaining the assets.

Disposal of land / assets can also create additional housing in the borough leading to growth in council tax (for example the Seedfield Site which generated a Capital Receipt of £1.9m and will lead to the creation of 86 new homes, 6 of which will be added to our council housing stock.)

Appendices:

Appendix 1 – summary of disposals on ALPD and other disposals.

Appendix 2 – list of sites with plans to be added to the disposal list

Background papers:

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

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

| Term | Meaning |
|------|---|
| ALPD | Accelerated Land and Property Disposals programme |
| ATP | Asset Transformation Programme |
| FAP | Future Asset Programme |
| PRU | Pupil Referral Unit |

This page is intentionally left blank

APPENDIX 1**ALPD – list of sites**

| Property Asset | Phase | Status |
|--|--------------|--|
| Land adj 92 Fir Street, Ramsbottom | 1 | Sold July 2022 |
| Land adj 5 Water Street, Radcliffe | 1 | Under review |
| New Summerseat House, Summerseat Lane, Bury | 1 | Sold subject to contract |
| Land at Wellington Road, Bury | 1 | Under review |
| Former Wheatfields day care centre, Victoria Avenue, Whitefield | 1 | Sold February 2023 |
| 8&10 and 12 Tithebarn Street, Bury | 1 | Sold March 2021 |
| Land adj 79 Pine Street, Bury | 1 | Sold September 2021 |
| Former Whitefield Library, Pinfold Lane, Whitefield | 1 | Under review |
| Rochdale Road / York Street, Bury (former Claybank site) | 1 | Sold January 2024 |
| Site of Whittaker House (part B), Whittaker Street, Radcliffe | 1 | Completed |
| Land at Fern Street, Ramsbottom (former garage colony) -plot A | 1 | Under review |
| Land at Peel Brow, Ramsbottom – Patmos Street / Fern Street – plot B | 1 | Under review |
| Former Ramsbottom Youth Club site, Central Street, Ramsbottom | 1 | Under review |
| Former William Kemp Heaton site, St Peters Road, Bury | 1 | Sold subject to contract |
| Former Radcliffe High School site, School Street, Radcliffe | 1 | Sold January 2024 |
| 10-12 Tottington Road, Bury | 1 | Sold December 2021 |
| Back Manor Street works, Bury | 1 | Sold September 2022 |
| Former CPU, Willow Street, Bury | 1 | Sold subject to contract |
| Former Seedfield, Parkinson Street, Bury | 1 | Part sold December 2023 Remainder to be retained. |
| Site of former fire station, The Rock, Bury | 1 | To be marketed in late 2024 |
| Land between 205-211 Bury Old Road, Prestwich | 2 | Sold December 2021 |
| Broad Oak fields, Broad Oak Lane / Bridge Hall Lane, Bury | 2 | Under review |

| | | |
|---|---|-------------------------------|
| Land rear of 115 Outwood Road, Radcliffe | 2 | Under review |
| Former Millwood School, Fletcher Fold, Bury | 2 | Sold subject to contract |
| Land at Fitzgerald Close / Venwood Road, Prestwich | 2 | Under review |
| Land adj 65 Turks Road, Radcliffe | 2 | Under review |
| Land at Chesham Road / Hilton Street, Bury | 2 | Sold May 2022 |
| 8 Albert Close, Whitefield | 2 | Disposal at auction late 2024 |
| Land at Rye Croft, Whitefield | 2 | Withdrawn Cabinet March 2022 |
| Philips Park, Prestwich – stable & orangery | 2 | Under review |
| Land off Outwood Road, Radcliffe - banking | 2 | Under review |
| Springside View, Bury (part) | 2 | Under review |
| Land off Sheringham Drive, Bury | 2 | Withdrawn Cabinet March 2022 |
| Land near 2 Dereham Close, Bury | 2 | Withdrawn Cabinet March 2022 |
| Land near 9 & 11 Dereham Close, Bury | 2 | Withdrawn Cabinet March 2022 |
| Land near Holbeach Close, Bury | 2 | Withdrawn Cabinet March 2022 |
| Land at Holland Street / Hutchinson Street, Radcliffe | 2 | Under review |
| Land at Dean Street, Radcliffe | 2 | Withdrawn |
| Land at Spring Lane / Whittaker Street, Radcliffe | 2 | Under review |
| Land at Bevis Green, Walmersley | 2 | Withdrawn Cabinet March 2022 |
| Barrett Estate, Limefield, Bury – adj 26 Wheatfield Close (2 plots) | 2 | Sold October 2022 |
| Land at Greengate Lane / Warwick Street, Prestwich | 2 | Withdrawn |
| Land at Richard Birch Street / Taylor Street, Bury | 2 | Under review |
| Land at Bond Street / Queen Street, Bury | 2 | Under review |
| Land at Back Laurel Street, Bury | 2 | Under review |
| Land at Salford Street, Bury | 2 | Under review |
| Land at Bury New Road, Brightmet | 2 | Under review |
| Land at Shirebrook Drive / Whittaker Street, Radcliffe | 2 | Under review |
| Additional land at Fern Street / Peel Brow, Ramsbottom – refer to phase 1 | 2 | Under review |

| | | |
|--|---|---|
| Humphrey House, Angouleme Way, Bury | 3 | To be marketed late 2024 |
| Former Police station site, Irwell Street, Bury | 3 | Sold subject to contract |
| Manchester Road / Belle Vue Terrace car park, Bury | 3 | Under review |
| 18-20 St Mary's Place, Bury | 3 | Completed March 2023 |
| Textile Hall, Manchester Road, Bury | 3 | Under review |
| Part site of Whittaker House, Whittaker Street, Radcliffe | 3 | Under review |
| 7 Whittaker Street, Radcliffe | 3 | Under review |
| Land at Parsonage Street / Whittaker Street, Radcliffe – garage colony | 3 | Under review |
| 15 Stock Street, Burrs, Bury | 3 | Now leased to Sunnywood Project |
| Land at Bridge Street, Bury | 3 | Under review |
| Park Lodge, 224 Walmersley Road | 3 | Withdrawn - sitting tenant |
| Ranger base, Clarence Park, Bury | 3 | Withdrawn -Now leased |
| The Lodge, 157 Manchester Road, Bury | 3 | Withdrawn – service provision |
| Pinfold lane Day Care centre, pinfold Lane, Whitefield | 3 | To be marketed in late 2024 |
| The Upland, Bury New Road, Whitefield | 3 | To be sold as part of wider nhs estate |
| Spurr House, Pole Lane, Unsworth | 3 | Withdrawn Cabinet (March 2022) - To be readed September Cabinet – to be marketed 2024 |
| | | |

Phase 4 (new to be added)

| | | |
|--------------------------------------|---|--|
| North Block, Radcliffe | 4 | |
| Townside Field – Q Park roof | 4 | |
| Land adj 10-12 Tottington Road, Bury | 4 | |
| Spurr House, Pole Lane, Unsworth | 4 | |
| Land off Buller Street, Bury | 4 | |

| | | |
|--|---|--|
| Land off Leigh Lane / Owlerbarrow Road, Walshaw | 4 | |
| Clough Farmhouse, Clough Lane Prestwich | 4 | |
| Medivet, Central Street, Ramsbottom | 4 | |
| Milltown House, Bury | 4 | |
| The Ark, Albert Road, Whitefield | 4 | |
| Land at Wike Street, Bury | 4 | |
| Garage colony, Back Bolton Road, Bury | 4 | |
| Garage colony, Chestnut Grove / Ringley Road West, Radcliffe | 4 | |
| Land rear of 6 Andrew Close, Radcliffe | 4 | |

Additional Disposals

| Property Asset | Disposal decision | Status |
|--|------------------------------------|------------------------|
| ELPM, Radcliffe | Cabinet March 2022 & December 2023 | Sold March 2024 |
| Former Radcliffe Pool, Green Street, Radcliffe | Cabinet October 2022 | Sold September 2023 |
| The Elms, Whitefield | Cabinet March 2024 | To be marketed in 2024 |
| Pyramid Park | Cabinet March 2023 | |
| | | |

Appendix 2 – assets to be declared surplus and added to the disposal list

1. North Block, Radcliffe (part of Radcliffe Regeneration)

Asset number

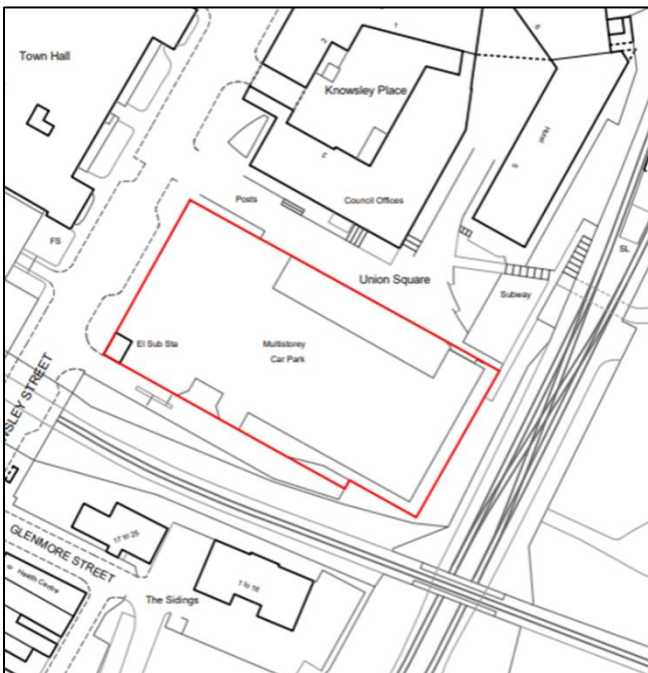
Size 2055m²



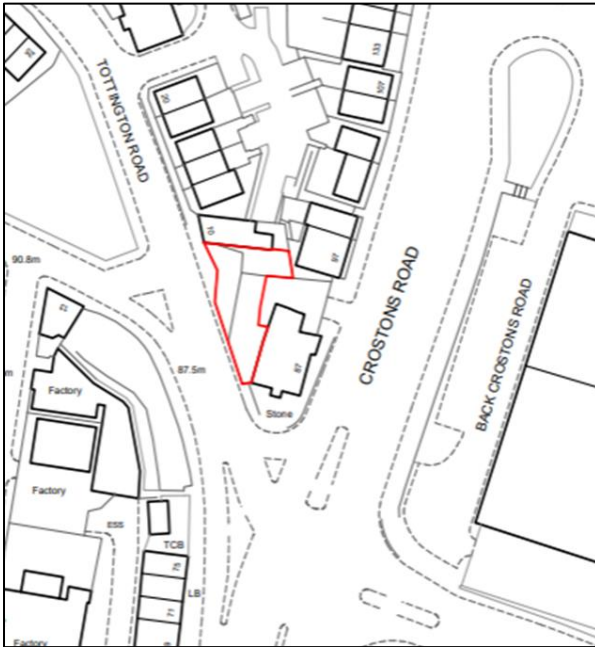
2. Townside Fields, Q Park Roof

Asset number A016560001

Size 3732m²



3. Land adj 10-12 Tottington Road, Bury
Asset number A005112373
Size 271m²



4. Spurr House, Spurr Lane, Unsworth
Asset number A008333388
Size 6765m²



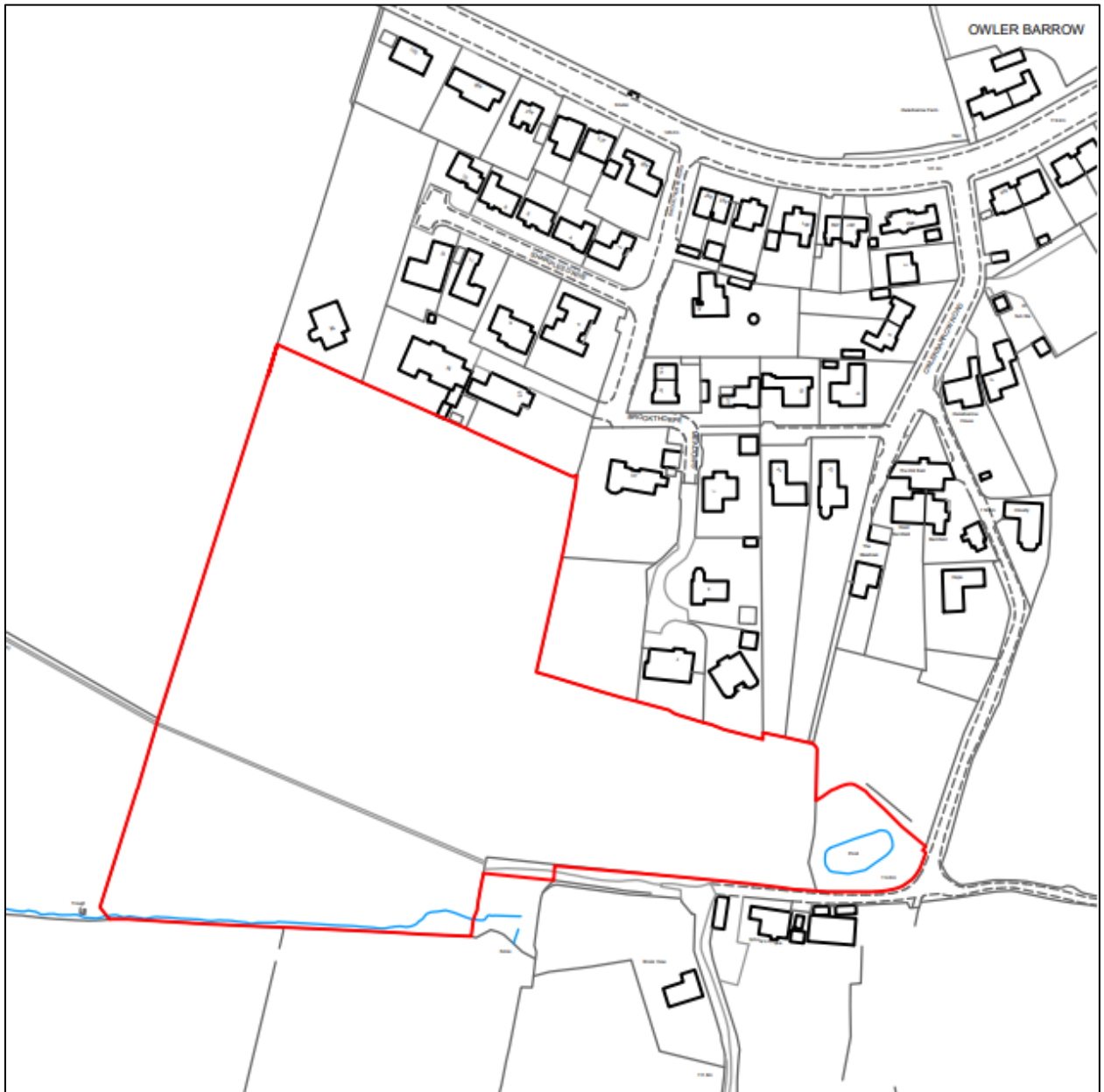
5. Land off Buller Street, Bury

Asset number

Size 1.84 hectares



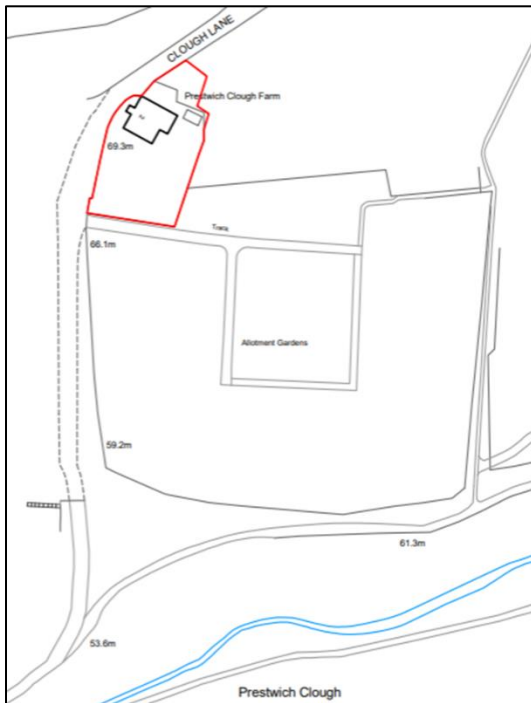
6. Land off Leigh Lane / Owerbarrow Road, Walshaw
Asset number A007233072
Size 3.7 hectares



7. Clough Farmhouse, Clough Lane, Prestwich

Asset number A002813023

Size 922m2



8. Medivet, central Street, Ramsbottom

Asset number A002683309

Size 377m2



9. Milltown House, Tenterden Street, Bury
Asset number A004783029
Size 194m²



10. The Ark, Albert Road, Whitefield
Asset number A001822487
Size 2240m²



11. Land at Wike Street, Bury

Asset number

Size 110m2



12. Garage colony, Back Bolton Road, Bury

Asset number A016190001

Size 520m2



13. Garage colony, Chestnut Grove / Ringley Road West, Radcliffe

Asset number A016370001

Size 265m²



14. Land rear of 6 Andrew Close, Radcliffe

Asset number

Size 103m²





| | |
|--------------------------------|------------------------------|
| Classification: Open | Decision Type: Key |
|--------------------------------|------------------------------|

| | | |
|-------------------|--|--------------------------------|
| Report to: | Cabinet | Date: 04 September 2024 |
| Subject: | Objections to the proposed disposal of Public Open Space – Land off Manchester Road/Radcliffe Road, Bury | |
| Report of | Leader and Cabinet Member for Strategic Growth | |

Summary

1. The report provides details of the objections received to the proposed disposal of Public Open Space (POS) of land off Manchester Road/Radcliffe Road, Bury
2. The extent of the land concerned is shown edged red on the plan contained within Appendix 1 to this report.

Recommendation(s)

3. Cabinet is asked to consider the responses received to the consultation and resolve to proceed with the disposal of the POS as shown edged red on the attached plan in Appendix 1.

Reasons for recommendations

4. The approval of the disposal of the POS will make the land available for the Council to dispose of for a new specialist education provision.

Alternative options considered and rejected

5. Not to proceed with the disposal of the land and for it to remain as POS which would then mean that another site will need to come forward for a new specialist educational provision.

Report Author and Contact Details:

Name: Roger Frith

Position: Head of Land and Property

Department: BGI (Business Growth and Infrastructure)

E-mail: r.frith@bury.gov.uk

Background

6. This report refers to a plot of land off Manchester Road/Radcliffe Road, Bury as shown edged red on the plan shown in appendix 1. The land comprises of

an area of approximately 15,364 square metres. This is approximately 30 percent of the overall Redvales site.

7. The land is managed by the Council's Leisure Services and is currently vacant.
8. Sections 123(2A) and 127(3) of the Local Government Act 1972 and section 233(4) of the Town and Country Planning Act 1990 ('the 1990 Act') require a local authority wishing to dispose of open space under those powers to advertise its intentions in a local newspaper for two consecutive weeks and to consider objections.
9. Notices advertising the intention to dispose of POS were placed in editions of the Bury Times on 8 February 2024 and 15 February 2024 with a closing date for objections of 7 March 2024. Local Ward Councillors were informed that the advertisements were to be placed in the Bury Times on 7 February 2024.
10. 55 Objections have been received to the disposal of the POS and are included within the Background Papers at the end of this report. Appendix 2. Some objections contain the same wording but are received from different objectors.

Summary of Objections

11. Many of the objections relate to the future use of the site and are not relevant to this decision which is solely to approve the disposal of the POS. These range from flooding, wildlife, flora, fauna, noise, access, unsuitable site, increased litter from pupils and visitors, sewers, rights of way, parking, devaluation of neighbouring properties and Biodiversity Net Gain.
12. Any future proposals to build on the site will require planning permission and there will be the opportunity for the public to make comments on any proposals that come forward at this stage. These issues will therefore fall to be considered at the planning stage.
13. There are several objections from members of the public who use the POS for formal and informal recreational activities such as walking, playing sports and gatherings. There will, therefore, be an impact on those members of the public who have the ability to use the land taken away. However, as set out at paragraph 6 of this report, the POS proposed to be disposed of comprises a small part of the Redvales site. The majority of the Redvales site will remain open space for members of the public to use for recreation purposes.
14. One of the objections is raised from a volunteer at the football club who previously had an agreement to use this land.

The remaining section of the playing field is currently used by a football club.

15. Members are requested to consider the objections and balance the loss of Public Open Space for members of the public who use it for recreational purposes against the wider public benefit of the need for specialist education provision.

Links with the Corporate Priorities:

Please summarise how this links to the Let's Do It Strategy.

16. Local – if this site progresses it will provide new specialist educational provision which is much needed within the borough.

Equality Impact and Considerations:

*Please provide an explanation of the outcome(s) of an initial or full EIA and make **specific reference regarding the protected characteristic of Looked After Children**. Intranet link to EIA documents is [here](#).*

17. Not applicable as the POS notices are a procedural requirement. Any future disposal would be subject to a future cabinet report.

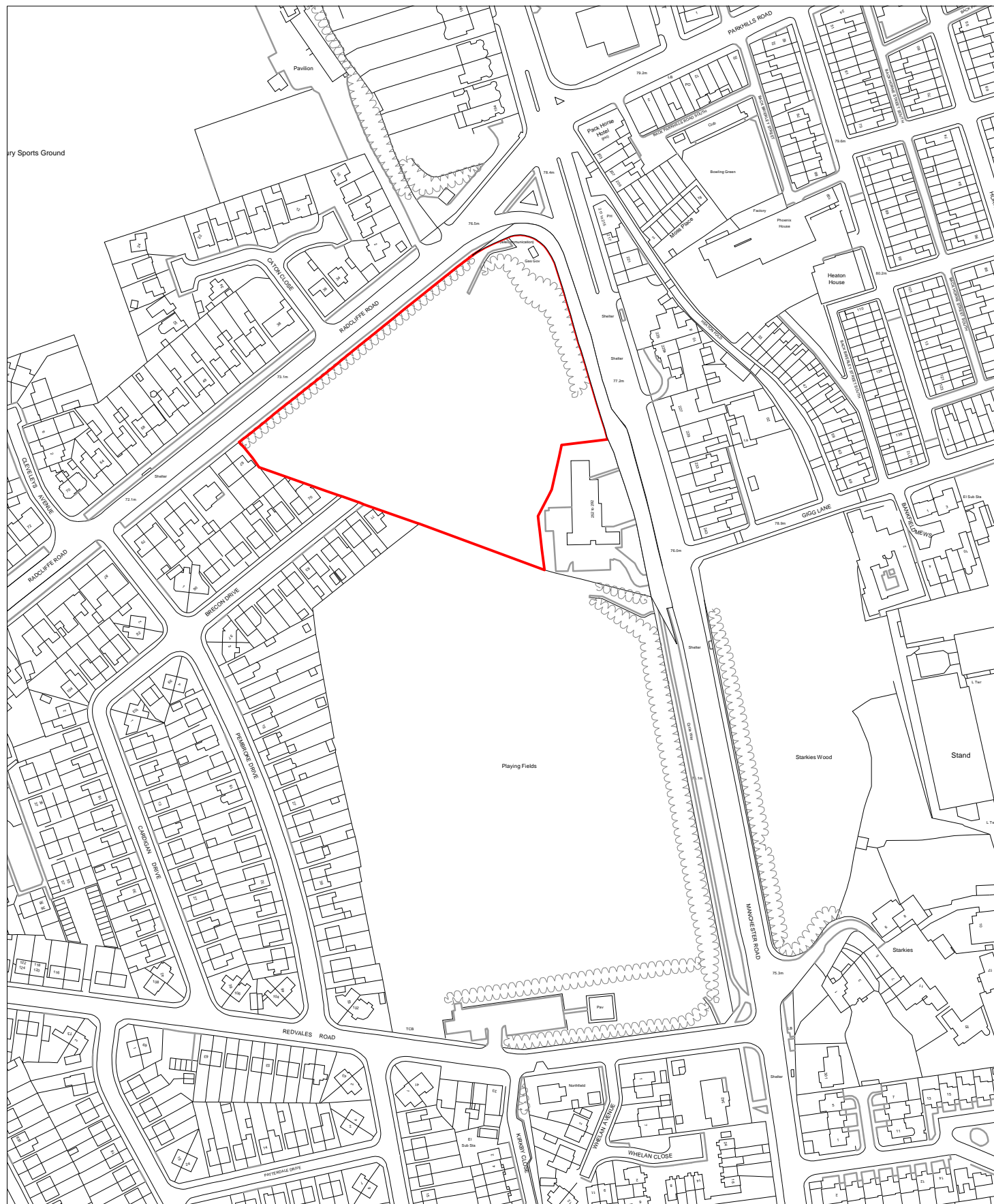
Environmental Impact and Considerations:

*Please provide an explanation of the Environmental impact of this decision. Please include the impact on both **Carbon emissions** (contact climate@bury.gov.uk for advice) and **Biodiversity** (contact c.m.wilkinson@bury.gov.uk for advice)*

18. Not applicable as the POS notices are a procedural requirement. Any future development would be considered as part of a planning application.

Assessment and Mitigation of Risk:

| Risk / opportunity | Mitigation |
|---|---|
| Opportunity Potential for alternative use, including a new specialist educational provision facility will be provided. | If site is not disposed of, consideration for further uses. |



PLAN Redvales Playing Field
Bury

SCALE 1:2500
DRAWN BY MB
DATE 02/08/2022

Business, Growth & Infrastructure

Land & Property

3 Knowsley Place
Duke Street,
Bury, BL9 0EJ

Tel. 0161 253 5995



This page is intentionally left blank

Objection 1

I wish to object to the proposed sale of land off in Redvales for the purpose of building a school.

A feasibility team of contractors have been and created a muddy mess, including a large pool of water, due to the land flooding and not draining away. Which is one of the main reasons no buildings have been built there in the previous 90 years, when the other houses were first built, in 1934! I hope at the very least that will be reinstated.

It is used by pedestrians to cross over the fields as a right of way through the field to Manchester Road and my family have done that for over 20 years. Other families have used the field for over 90 years for the same reasons.

It is valuable green space and its existence stops the flooding, that already happens getting worse which could damage the existing homes. Gardens already flood including my family's home on Brecon drive and ducks even make their home on the field at times as it turns into a large pond! Building the school will only increase the chances of flooding - which is already well known about and little is done.

It is also a place for wildlife and surrounded by trees, which reduces noise from the very busy Manchester Road as a natural barrier for the housing estate. It is used for dog walking, playing and sports matches throughout the year. It should be left as public space as it is unlikely to be shared and allow the use by the people that have used it for decades into the last century!

The field itself is in a dip which will be difficult to access from the main roads, Radcliffe Road and Manchester Road. There will probably be only Redvales Road and more likely Brecon Drive used as access roads via Pembroke Drive. Neither Brecon Drive or Pembroke Road are suitable as they are narrow residential roads. That only allows the passing of one vehicle, along the road any onetime, due to parked cars and the houses don't all have off road parking. So there will be lots of disruption and noise, if those roads are used. Not least the negative effect it will have on a quiet cul-de-sac of 90 years standing.

Also at school times Radcliffe Road is already grid locked due to Derby high School, three primary schools, another High school not so far away and Holy Cross college being in close proximity. Crossing at the crossroads of Manchester Rd, Parkhills and Radcliffe Road is already very perilous and not pedestrian controlled. This has been denied in the past despite injuries due to slowing down the already slow traffic at frequent times. Which this building will only add to.

I hope you consider the above in your deliberations.

Objection 2

Goom morning - I would like to add my voice to the number of people who are objecting to the proposed sale of public land at Brecon Drive Manchester Road Playing Fields Redvales.

1 This is a playing field. In the last few years that plot had been used for football and for rounders.

2 It has been used for decades for dog walking, parties, bonfires, sunbathing, informal gatherings, sitting alone, games played by householders and their families, pitching tents to see how they fit together, nature study, raspberry and blackberry foraging. The people of my street don't have gates in the rear fence - they use the entrance and use the field right there at the end of Brecon Drive.

3 The field is not without merit as a grassland for it is a damp field with Cuckooflower, Creeping Buttercup, Daisy. We get the odd Hedgehog which use peoples gardens and the embankments of the field for shelter. Hedgehog is an endangered animal now and legally a Priority Species of Principal Importance and you cannot by law ignore its needs in your decision making. I am a professional ecological consultant.

4 The embankments are covered in brambles and raspberries and are bird nesting habitats. The wooded section contains some fine large trees and I fancy the prospective owners will be looking to fell any they can over a certain height, or any that can be criticised by an arborist.

5 The pond at the foot of the wooded embankment by the playing field edge contains Yellow Iris and Floating Sweet-grass, has Smooth Newt breeding and sometimes Frogspawn. It could be improved for wildlife. It must not be destroyed.

I look forward to your response

Objection 3

I am making a strong objection to building on the green space of Manchester Road playing fields. You propose to take away the only sporting facility in the area where children can play even when there are football matches. There is chaos on the roads now without bringing parents of 60 children to add to the enormous amount of traffic. It is totally unsuitable and unfair on local residents. Build your school on brownfield sites or on the useless pyramid park. It really is not wanted round Redvales

Objection 4

I object to any building on redvales field, i feel that the area is not equipped for a special school. The current layout of roads means there is not enough accessibility and even if a new road was built it would be dangerous to other pedestrians and road users. Have you looked at how many road accidents have been there in the last few years ?? How many fatal along that road ?? Does the council actually own this land ?? And finally this field is the only one suitable locally for our children to play safely. The main question is the houses plan were stopped due to the flooding so why will a school be any different.

Objection 5

I am emailing to oppose the building of the special needs high school on Redvales field. I live on Brecon Drive and would oppose anything being built on this part of the field as it is not a suitable patch of land. This part of the field is prone to flooding even from the slightest rain fall and I am deeply concerned this water would disperse to our homes if there was to be a building here, look what happened to Warth Fold. The flooding is even enough to attract the local duck for a swim. Not only is my issue with flooding I am also concerned about the nature and wildlife that will be affected or even destroyed. I have Hedgehogs that come into my garden from the field and Hedgehogs are an endangered species, I have also on a few occasions seen Fox on the field. The embankments are full of bird nesting's and flowers just like the field. I am not against the building of a school but feel this is not a suitable location.

Objection 6

Comments on proposed sale of land at Brecon Drive Manchester Road Playing Fields Redvales:

- 1- This is a much used playing field. In the last few years the proposed plot has been used for football and for rounders.
- 2- It has been used for decades by many members of the local community for dog walking, parties, bonfires, sunbathing, informal gatherings, sitting alone, games played by householders and their families, pitching tents to see how they fit together, nature study, raspberry and blackberry foraging. The people of my street don't have gates in the rear fence - they use the entrance and use the field right there at the end of Brecon Drive.
- 3- The field is not without merit as a grassland for it is a damp field with Cuckooflower, Creeping Buttercup, Daisy. We get the odd Hedgehog which use peoples gardens and the embankments of the field for shelter. Hedgehog is an endangered animal now and legally a Priority Species of Principal Importance and you cannot by law ignore its needs in your decision making.
- 4- The embankments are covered in brambles and raspberries and are bird nesting habitats. The wooded section contains some fine large trees and I fancy the prospective owners will be looking to fell any they can over a certain height, or any that can be criticised by an arborist.
- 5- The pond at the foot of the wooded embankment by the playing field edge contains Yellow Iris and Floating Sweet-grass, has Smooth Newt breeding and sometimes Frogspawn. It could be improved for wildlife. It must not be destroyed.
- 6- The plot functions as a public right of way. The routes over the field to the 5 access points have been used for decades as rights of way.
- 7- Flooding. There is a sand lens under our land and the field which carries water to the river. All the water in Fishpool and upper Redvales wants to head to the river and it moves

downslope through the soil. In our area the sand layer is about 3 foot down. Dig a hole into the sand layer and you will see water running in and running out through the sand. The area is an immensely wide underground stream. It also sheds from the Radcliffe road embankment.

If you build on this stream with piling and replacing soil what you will do is take away the sponge under the new building. But the water won't stop coming. But it won't be able to sit in the field if the school is there. It will get pushed off the sponge and into surrounding houses. You will be tacking that sponge and wringing it into our properties. Some houses on Brecon Drive have flooded footings under the raised floor. On Pembroke Drive at least one of the houses has a flooded garden. You know what happened when Bury council allowed landfill domes in Elton, Warth Fold, and Radcliffe? People's homes were flooded. Bury Council did this. If you impact on the flood plain the water goes somewhere else. Building here means Bury Council is going to flood Brecon Drive and Pembroke Drive. You are going to flood my and my families and my neighbours homes which will severely negatively impact upon our wellbeing, quality of life and our rights to private and family life and home and right to peaceful enjoyment of our property.

8- Brecon Drive is a narrow road with families and plenty of cars. It cannot be used for construction nor can it be used as a school access. The situation re traffic, congestion and parking is already dangerous and cannot be added to with a further school in this area.

9- increased litter from the school, pupils and visitors impacting our gardens and local community.

10- Sewers. Where do you think the school sewers will be emptying? What, into the sewer which has an inspection shaft in a neighbours front garden? You will literally have to dig a completely new sewer through the street and that is not on.

I object to the loss of my amenity and the loss of amenity for the community in which I live. I am extremely annoyed that you think you can flood our properties.

Thank you for allowing me to make my comments. I look forward to hearing your response with regards to the very serious concerns raised above which highlight a large range of negative impact upon myself, my family and my community.

Objection 7

Comments on proposed sale of land at Brecon Drive Manchester Road Playing Fields Redvales:

1- This is a much used playing field. In the last few years the proposed plot has been used for football and for rounders.

2- It has been used for decades by many members of the local community for dog walking, parties, bonfires, sunbathing, informal gatherings, sitting alone, games played by householders and their families, pitching tents to see how they fit together, nature study, raspberry and blackberry foraging. The people of my street don't have gates in the rear

fence - they use the entrance and use the field right there at the end of Brecon Drive.

3- The field is not without merit as a grassland for it is a damp field with Cuckooflower, Creeping Buttercup, Daisy. We get the odd Hedgehog which use peoples gardens and the embankments of the field for shelter. Hedgehog is an endangered animal now and legally a Priority Species of Principal Importance and you cannot by law ignore its needs in your decision making.

4- The embankments are covered in brambles and raspberries and are bird nesting habitats. The wooded section contains some fine large trees and I fancy the prospective owners will be looking to fell any they can over a certain height, or any that can be criticised by an arborist.

5- The pond at the foot of the wooded embankment by the playing field edge contains Yellow Iris and Floating Sweet-grass, has Smooth Newt breeding and sometimes Frogspawn. It could be improved for wildlife. It must not be destroyed.

6- The plot functions as a public right of way. The routes over the field to the 5 access points have been used for decades as rights of way.

7- Flooding. There is a sand lens under our land and the field which carries water to the river. All the water in Fishpool and upper Redvales wants to head to the river and it moves downslope through the soil. In our area the sand layer is about 3 foot down. Dig a hole into the sand layer and you will see water running in and running out through the sand. The area is an immensely wide underground stream. It also sheds from the Radcliffe road embankment.

If you build on this stream with piling and replacing soil what you will do is take away the sponge under the new building. But the water won't stop coming. But it won't be able to sit in the field if the school is there. It will get pushed off the sponge and into surrounding houses. You will be tacking that sponge and wringing it into our properties. Some houses on Brecon Drive have flooded footings under the raised floor. On Pembroke Drive at least one of the houses has a flooded garden. You know what happened when Bury council allowed landfill domes in Elton, Warth Fold, and Radcliffe? People's homes were flooded. Bury Council did this. If you impact on the flood plain the water goes somewhere else. Building here means Bury Council is going to flood Brecon Drive and Pembroke Drive. You are going to flood my and my families and my neighbours homes which will severely negatively impact upon our wellbeing, quality of life and our rights to private and family life and home and right to peaceful enjoyment of our property.

8- Brecon Drive is a narrow road with families and plenty of cars. It cannot be used for construction nor can it be used as a school access. The situation re traffic, congestion and parking is already dangerous and cannot be added to with a further school in this area.

9- increased litter from the school, pupils and visitors impacting our gardens and local community.

10- Sewers. Where do you think the school sewers will be emptying? What, into the sewer

which has an inspection shaft in a neighbours front garden? You will literally have to dig a completely new sewer through the street and that is not on.

11- I am also unhappy that there has been no correspondence with the local community about the proposed plans and our first hearing of this is a tractor turning up and ripping the railings out of the ground, then sticking a sign on the temporary replacement. I would like to add where is the transparency of our local council who is meant to serve its constituents.

I object to the loss of my amenity and the loss of amenity for the community in which I live. I am extremely annoyed that you think you can flood our properties.

Thank you for allowing me to make my comments. I look forward to hearing your response with regards to the very serious concerns raised above which highlight a large range of negative impact upon myself, my family and my community.

Objection 8

Comments on proposed sale of land at Brecon Drive Manchester Road Playing Fields Redvales:

1- This is a much used playing field. In the last few years the proposed plot has been used for football and for rounders.

2- It has been used for decades by many members of the local community for dog walking, parties, bonfires, sunbathing, informal gatherings, sitting alone, games played by householders and their families, pitching tents to see how they fit together, nature study, raspberry and blackberry foraging. The people of my street don't have gates in the rear fence - they use the entrance and use the field right there at the end of Brecon Drive.

3- The field is not without merit as a grassland for it is a damp field with Cuckooflower, Creeping Buttercup, Daisy. We get the odd Hedgehog which use peoples gardens and the embankments of the field for shelter. Hedgehog is an endangered animal now and legally a Priority Species of Principal Importance and you cannot by law ignore its needs in your decision making.

4- The embankments are covered in brambles and raspberries and are bird nesting habitats. The wooded section contains some fine large trees and I fancy the prospective owners will be looking to fell any they can over a certain height, or any that can be criticised by an arborist.

5- The pond at the foot of the wooded embankment by the playing field edge contains Yellow Iris and Floating Sweet-grass, has Smooth Newt breeding and sometimes Frogspawn. It could be improved for wildlife. It must not be destroyed.

6- The plot functions as a public right of way. The routes over the field to the 5 access points have been used for decades as rights of way.

7- Flooding. There is a sand lens under our land and the field which carries water to the river. All the water in Fishpool and upper Redvales wants to head to the river and it moves downslope through the soil. In our area the sand layer is about 3 foot down. Dig a hole into the sand layer and you will see water running in and running out through the sand. The area

is an immensely wide underground stream. It also sheds from the Radcliffe road embankment.

If you build on this stream with piling and replacing soil what you will do is take away the sponge under the new building. But the water won't stop coming. But it won't be able to sit in the field if the school is there. It will get pushed off the sponge and into surrounding houses. You will be tacking that sponge and wringing it into our properties. Some houses on Brecon Drive have flooded footings under the raised floor. On Pembroke Drive at least one of the houses has a flooded garden. You know what happened when Bury council allowed landfill domes in Elton, Warth Fold, and Radcliffe? People's homes were flooded. Bury Council did this. If you impact on the flood plain the water goes somewhere else. Building here means Bury Council is going to flood Brecon Drive and Pembroke Drive. You are going to flood my and my families and my neighbours homes which will severely negatively impact upon our wellbeing, quality of life and our rights to private and family life and home and right to peaceful enjoyment of our property.

8- Brecon Drive is a narrow road with families and plenty of cars. It cannot be used for construction nor can it be used as a school access. The situation re traffic, congestion and parking is already dangerous and cannot be added to with a further school in this area.

9- increased litter from the school, pupils and visitors impacting our gardens and local community.

Objection 9

Comments on proposed sale of land at Brecon Drive Manchester Road Playing Fields Redvales:

1- This is a much used playing field. In the last few years the proposed plot has been used for football and for rounders.

2- It has been used for decades by many members of the local community for dog walking, parties, bonfires, sunbathing, informal gatherings, sitting alone, games played by householders and their families, pitching tents to see how they fit together, nature study, raspberry and blackberry foraging. The people of my street don't have gates in the rear fence - they use the entrance and use the field right there at the end of Brecon Drive.

3- The field is not without merit as a grassland for it is a damp field with Cuckooflower, Creeping Buttercup, Daisy. We get the odd Hedgehog which use peoples gardens and the embankments of the field for shelter. Hedgehog is an endangered animal now and legally a Priority Species of Principal Importance and you cannot by law ignore its needs in your decision making.

4- The embankments are covered in brambles and raspberries and are bird nesting habitats. The wooded section contains some fine large trees and I fancy the prospective owners will be looking to fell any they can over a certain height, or any that can be criticised by an arborist.

5- The pond at the foot of the wooded embankment by the playing field edge contains Yellow Iris and Floating Sweet-grass, has Smooth Newt breeding and sometimes Frogspawn. It could be improved for wildlife. It must not be destroyed.

6- The plot functions as a public right of way. The routes over the field to the 5 access points have been used for decades as rights of way.

7- Flooding. There is a sand lens under our land and the field which carries water to the river. All the water in Fishpool and upper Redvales wants to head to the river and it moves downslope through the soil. In our area the sand layer is about 3 foot down. Dig a hole into the sand layer and you will see water running in and running out through the sand. The area is an immensely wide underground stream. It also sheds from the Radcliffe road embankment.

If you build on this stream with piling and replacing soil what you will do is take away the sponge under the new building. But the water won't stop coming. But it won't be able to sit in the field if the school is there. It will get pushed off the sponge and into surrounding houses. You will be tacking that sponge and wringing it into our properties. Some houses on Brecon Drive have flooded footings under the raised floor. On Pembroke Drive at least one of the houses has a flooded garden. You know what happened when Bury council allowed landfill domes in Elton, Warth Fold, and Radcliffe? People's homes were flooded. Bury Council did this. If you impact on the flood plain the water goes somewhere else. Building here means Bury Council is going to flood Brecon Drive and Pembroke Drive. You are going to flood my and my families and my neighbours homes which will severely negatively impact upon our wellbeing, quality of life and our rights to private and family life and home and right to peaceful enjoyment of our property.

8- Brecon Drive is a narrow road with families and plenty of cars. It cannot be used for construction nor can it be used as a school access. The situation re traffic, congestion and parking is already dangerous and cannot be added to with a further school in this area.

9- increased litter from the school, pupils and visitors impacting our gardens and local community.

10- Sewers. Where do you think the school sewers will be emptying? What, into the sewer which has an inspection shaft in a neighbours front garden? You will literally have to dig a completely new sewer through the street and that is not on.

I object to the loss of my amenity and the loss of amenity for the community in which I live. I am extremely annoyed that you think you can flood our properties.

Objection 10

Good evening,

in an effort to foster communication and honesty I have addressed this mail to both of you.

Yesterday the council, or an agency working on their behalf began exploratory work on Redvales field. This was without any prior notice or consultation with neighbouring properties. This would appear to go outside the guidelines set by themselves and imposed on others. There was generic notice advertised in a local paper, apparently 2 working days before the work began. this work itself will greatly inconvenience local residence as Brecon drive is a narrow residential street with limited parking for residence.

The purpose of the work, I believe from the A4 sheet posted after work began, is for building a SEN School. We can all agree that this can only be good for Bury as a town, however the location of this is less then ideal bringing more traffic to an already congested area at school opening and closing times.

Although councillor Tariq initially engaged in conversation with residents this quickly stopped when asked to provide specifics of the development, leading local resident to believe that

their needs, opinion and more importantly the numerous negative impacts on them are going to be disregarded to railroad a project in the name of community needs.

That said if the council offered a little more clarity this distrust and anxiety may be somewhat alleviated.

residence have been requested to submit objections to this email, yet clarity to what they are objecting to has not been given. I believe this is to paint the local residents as NIMBYs, selfish or bad people for not wanting a SEN school built next door to them.

The clarity that is asked for is where is the proposed entrance to the school going to be?

if the entrance is proposed at the end of Brecon drive it would be unacceptable for so many reasons including safety, congestion and effectively trapping residence in their property at school drop off time. the street is only wide enough for one vehicle to travel at any time (in either direction) and off road parking is limited. parking restrictions would mean residents that already live there would have no where to park as Pembroke drive leading to it is in the same position. it would turn 2 -3 residential streets into thoroughfares and many more into "rat runs" caused by cars attempting to avoid the congestion that will be caused by the bottleneck on Radcliffe Road and Redvales road. This will impact on the safety of our children and cause financial loss in terms of depreciation in house prices as our properties will become inaccessible to those needing a vehicle for their livelihood.

This is a long winded way of explaining the feelings of local residence, to the property department and our local MP, whilst giving a conditional objection. This in the absence of any information, notice, or communication by the council.

*If the proposed entrance is the end of Brecon Drive I wish to oppose the sale of the land based solely on the negative impact to me and other residence.

*If the entrance is to be on Radcliffe or Manchester road I would fully support the sale of the land and the development of further SEN provisions in the borough.

Objection 11

I strongly object to any building on redvales playing field, i feel that the area proposed is not equipped for a special school. The current layout of roads means there is not enough accessibility as it already like a rat run, and even if a new road was built it would be rather dangerous to other pedestrians and road users and adding more traffic to an already chaotic area during school drop off and rush hour. Have you actually looked at how many road accidents have been there in the last few years ?? How many fatal along that road ?? And finally this field is the only one suitable locally for our children to play safely and the dogs to run free The main question is the houses plan were stopped due to the flooding so why will a school be any different.

Objection 12

I am writing to object to the proposed development of a SEN School {for up to 60 pupils} on Redvales playing fields.

The land in question has been part of the Redvales community for a great number of years. It is used for many leisure activities, dog walking and is a beautiful part of the whole field having an abundance of plants and wildlife. Careful consideration of exactly what wildlife is there should take place as many species are protected by law. During the Summer months the field becomes like a meadow and families have picnics, play outdoor sports, etc. for many this is their holiday. Quite often the remainder of the field is out of bounds due to organised football matches and rounders.

The area of the proposed development can become flooded at certain times of the year depending on the weather and it is of great concern to the local residents that any building on this land will result in the surrounding properties becoming flooded by the displaced water as it will have nowhere else to go.

Another area of concern is the increase in traffic on what is already a very congested road during peak times due to the schools we already have. Cars are weaving in and out searching for places to park. Vehicles are parked so far onto the pavements that it is impossible for pushchairs and wheelchairs to pass through forcing pedestrians to walk on the road. The grass verges along Radcliffe Road are being destroyed and what was once a pleasant road where people take a pride in their properties is now becoming an eyesore. Additional traffic is going to exacerbate the situation.

I cannot believe the council considered two small notices in the Bury Times was sufficient to inform the public. The majority of Redvales residents are totally opposed to this site being used for development and I am sure the planners and developers would have had an incline that this would have been the case.

Objection 13

SAVE REDVALES PLAYING FIELD

I hereby object to any sale, planning or building to this green playing field site located between Radcliffe Road and Manchester Road with the side of Redvales Road. This green playing field is used by residents of the whole area, for recreation, sports, walking etc as a playing field. Anything other than being a playing field could cause more traffic; dangerous to the school children/elderly already using the roads, an eyesore to the whole community. It would only have a negative impact to the community. There are plenty of unused sites (Pyramid park, old Millwood site, Antlers old factory etc) with the Bury Borough to build on instead of green field.

I object strongly to any planning application, selling of the green playing field and should be left for the community to enjoy as they wish.

Objection 14

OBJECT

This is notice to you to object the plans to build on redvales playing field. The area is already very congested with traffic and the addition of a new school will create a more dangerous environment for those visiting the two schools which are already in close proximity.

The field is already fit for purpose, being used by local residents (our green belt) along with the many football teams which use the site.

This poses more danger to the hundreds of school children in the area who have to navigate the already busy and congested roads in and around the area. Alongside the dangerous parking situation which also needs to be dealt with on and off the main roads.

Objection 15

Would regards to the above investigating work being carried out on Manchester Road Playing Fields. As a resident (Brecon Drive) my major concerns are: -

1. Devaluation of property
2. Highway safety; Traffic generation; Parking (vehicle and cycle); Effect on the character of the area
3. Loss of privacy and views
4. Impact on Trees
5. Generation of more traffic we already have Derby High, St Peters, Fishpool and Holy Cross, which is a nightmare.
6. Disturbance and damage to surrounding Roads and paths.
7. Possibility of Future problems.
8. Use of Hazardous Materials.
9. Where is the Road access to this Building?
 - a. Manchester Road
 - b. Brecon Drive
 - c. Radcliffe Road
10. Noise

There is already a site on Manchester Road which was Holycross Prep School. This building is empty and already constructed would it not be more cost effective to renovate this premises. Or there are a number of sites which are more accessible: -

1. Newbank Playing Fields
2. The Field near Grundy Day Care of Wellington Road which is never used.

I have live in this area for 37 years and planning on retiring in the next couple of years. If this building goes ahead! I will sell my house (if I can) and move out of the area.

This is a public playing field and I thought the council couldn't sell land.

Objection 16

We find the proposed sale of the above playing fields to be absolutely disgraceful. Not only does this field have natural springs below, where would all the excess water go !!! This is a lovely piece of greenery that should be kept. Just because you are in debt, because of miss-spending by the Council on stupid unnecessary road layouts near the Town Hall, you are a disgrace to even consider selling off this piece of land.

I urge you to STOP this sale once and for all.

Objection 17

Please take this email as objection for part of Redvales Playing Field to have a SEN school built on it. Whilst I have no issue with this school being built I have serious concerns on the location of this building. I live on Pembroke Drive and have done for nearly 5 years, looking out on this field it is utilised by children, families, football teams, rounders teams and dog walkers all year round.

The traffic in this area is already a problem with both Radcliffe road and Manchester road being severely backed up during peak times. Whilst only a small school and with ample parking (I have been advised) I still believe extra cars will only make this situation worse. In the mornings I can sit on Radcliffe road which is back up to well past Newbank Garden centre when trying to return home (In bad weather a few weeks back, It was all the way back to Cocklestorm fencing!). Cars attempt to then take short cuts through Kendal drive and Derwent drive creating more traffic in these areas that have a huge amount of families and children walking to schools such as Derby and St Peters Primary. People not only take short cuts through these estates but also abandon their cars on the sides of the road whilst dropping off, its an accident waiting to happen.

Another part of my concern is that this field floods during bad weather (I have often been on this field with wellies , wading through the water which is especially bad at the proposed site of the school) I would want to know how this water is going to be diverted if heavy rainfall happens? Flats are located on one side and Breacon drive on the other? A substantial amount of drainage would need to be put in place as the whole field gets water logged.

I would hope that Bury Council would consider looking at brownfield land that is safe and no longer being utilised, instead of taking green belt land that is being used by the local community.

Objection 18

As a local resident, I would like to formally object to the selling off of part of the Manchester Road playing field for the construction of a new school. My points of objection are as follows:

– As somebody who lives on Radcliffe Road, on the corner of Cleveleys Avenue, the ongoing traffic situation at drop-off and pick-up times for the Derby High School is horrendous, and dangerous. Parents swinging cars round in the turning, while narrowly missing pedestrians and parked cars, is a constant. The idea of adding to this with the construction of another school is frankly insane. Come down and see for yourself at 8am or 3pm one day – we live at number 72, and I'm more than happy to discuss it or meet somebody.

– That part of the field is almost constantly under water – and with Redvales being an area at regular risk of flooding, more impervious surfaces at the expense of this vast area of permeable land will inevitably cause issues for residents. Where will this excess water go once the area currently holding it is concreted over?

– As per the point above, if this part of the field is to be built on or regenerated, it should be for the benefit of the local community by way of play and sporting facilities. The playing field is utilised by everyone across Redvales for play, dog walks, sport etc etc, and this chipping away at community green spaces can't be allowed to happen. Nobody would argue that more SEN schools are required, but as a location this is so flawed it's untrue.

– My final point is that the way this has been communicated (or not) to local residents is appalling. The playing field is hugely loved and utilised by the the community as a whole, and just announcing via lamppost signs that the council is selling off a large part of it without a formal consultation process with residents is a sly and underhand move that wouldn't be out of place in the current Government's playbook.

Objection 19

I am writing to place an objection for the disposal of Redvales playing fields. The fields offer a much needed green space for the residents of the Redvales area and further.

The removal of green space across the whole of Bury by the council is alarming. Is there no concern for residents' of Bury's health & wellbeing? To have access to space to get outdoors and exercise is crucial to everyone, adults, children and pets.

I hope the council see how these decisions are detrimental to the residents who voted for them, and put residents' wellbeing over their own greed

Objection 20

I am writing to object to the proposed development of an SEN school (for up to 60 pupils) on the Redvales playing fields.

I have lived in the Redvales area for over 30 years from Brecon Drive and now onto Radcliffe Road.

I regularly use the fields (daily) to walk my dogs with my family who are also live in the Redvales area and are opposed to this development.

Firstly, it is regularly used by my neighbours, friends and family. We access the field year round for the kids to play and spend time on when the weather permits. In addition, I regular use it for exercise and it was a God send during Covid lockdown as it was where I was able to go local to my home.

Secondly, the field in the area of the proposed development floods in areas when we have heavy rainfall especially over the winter/autumn months. A new development would, in my opinion, increase water run off (from the roofing, parking, pathways/yards etc.) and reduce areas for the water to drain or evaporate from. This run off will more than likely run into the neighbouring housing and cause increase flooding in residential areas.

With regards to accessing the site, parking is highly limited and no doubt restrictions will be put in place for the benefit of users of the development to gain access consequently limiting and hindering residents.

In terms of traffic, Radcliffe road has already seen enough accidents and deaths, by creating another facility on an already congested network, I can't see how this would be mitigated and potential accidents reduced.

From this week BNG is now something to consider and would like to gain a further understanding of where the gains will be produced and will they be of benefit to the local residents of Redvales or will these simply be bought off site away from the area?

Peel are already in planning for developments to be occur on the local reservoir. Though we have two small parks within walking distance, they do not compensate for the openness both the reservoir and Redvales offers. There is no replacement for Redvales. It is ideally situated.

Are there no protections in place for this land for the public such as PRow or are these once again being disregarded?

Alternatives:

1. Could the new Highschool in Radcliffe not increase it's ability to take on SEN into mainstream school or have a unit built?
2. Are there no brownfields that could be used, such as the one in Hollins village?

Objection 21

I would like to express my objection for the construction of a school at the redvales field

Objection 22

My son has special needs and frequently walks across the fields and around the estate. He has recently had 2 near accidents caused by traffic hurtling through the estate in order to cut the congestion caused by the traffic and kids crossing at Derby High on Radcliffe Road.

Should building go ahead the traffic going through Redvales road which is already a noted speed concern by the police is a serious accident in waiting as is the crossing at Fishpool.

My son like other children with special needs lacks danger awareness and is very impulsive. Placing a school in the midst of dangerous traffic is irresponsible and so I object.

I also use the field as a right of way multiple times a week and take a drone and remote control cars on there as a safe area to do so.

Objection 23

I'm emailing to object to the development of a school on Redvales field.

I work in education and my husband too, we are not opposing to the building of an SEN school but to where it's being built and the inappropriateness of its local.

Redvales field, if I'm right is saying, was gifted for recreational use for the public and not to be sold off for development. My family use this nearly daily, taking the dogs for a walk or for the kids to enjoy exploring the wooded areas and ponds. Where the development is taking place will take that away.

In addition to this, I suffer from neuralgia and struggle walking far distances due to various environmental triggers. The field is the closest open space available for me within walking distance where I can enjoy with less risk of suffering a pain episode. This is important to me,

as it allows me my independence and having a young family, being able to take them to a place to enjoy. It's a safe place, widely open and accessible through Brecon Drive which is my closest point of access.

With the main roads already taking on heavy traffic, especially Radcliffe road, the verges are being destroyed by those on pick for Derby and the other schools in the area. The place looks a state and more cars competing for parking places (which I'm sure is illegal, causing damage to council land, obstructing cycle lanes - which is only an accident ready to happen!). Another high school added directly to this network is shocking and I'm surprised national highways hasn't flagged.

Have you not considered the fields by Bury Grammar? I believe the largest one is Council Owned and would be more accessible to public transport especially with the consideration of adding a new tram stop and being closer to the interchange.

I also have a concern for the water and flooding risk. The field is often flooded in the wetter seasons on the part being considered. This water needs to go somewhere and I presume this will inevitably run off to the Brecon and Radcliffe road. That said, the ecology of the area leans towards a wild flower meadow and the number of bees, insects and wildlife is a unique asset to the area in its own right. We've (local residents) have come to call the NW side of the site as the duck pond as it always has ducks swimming in there. Then, when the season is right, I've traditionally join the locals in berry picking. That, alongside the environment, and with a good picnic has always been a tradition for us in the family.

My next query is, although the works being carried out are investigative works, I'm aware these come at great cost in excess of around £10 000 a bore hole. Will these works interfere with the aqueduct and possible contaminate it? I can't see why the council will be using it's already stretched budget, whilst also increasing council tax, would waste money/investment on investigation works if they had no intention of building there. This is where I'm confused in how this has been granted approval for these works to be carried out and a proper public consultation hasn't been performed appropriately. I mean, two small adverts in the Bury times is hardly informing the public. I believe the planners and developers are more than aware of the unpopularity this scheme has and try to discretely push this through without following ethical and moral standards expected by the pupil and residents of Redvales.

If this goes ahead, with a disregard to the residents of Revaes views, which I'm fully aware the majority are opposed to this being the site of development and infrastructure, then I have lost all faith in the local authorities competence and ability to pass judgement which i'm sure will open the floodgates to further development and encroachment on green space that should be protected by covenants and S106 obligations. I will ensure all local bodies including Bury Ramblers regarding the public rights of ways, and look further into the legal obligations the council should be adhering to in relation to the playing fields.

Objection 24

I am a volunteer at Warth Fold & Redvales Sports Club, established in 1996 at the Warth site (Radcliffe Road, Bury) and later incorporating the Redvales site in 2000. I would like to object against the disposal of the third of the playing field for the following reasons:

This portion of the field (1.54 hectares) whilst subject to severe flooding in the winter, is a valuable area for football training in the Spring/Summer/late Autumn months and is used by all our football member teams and for rounders practice. The importance of this area cannot be understated because we are severely lacking in space for training. In previous years, we have had at least 6-8 rounders teams (our members) play their home league matches at Warth field (our sister site). This is winter and summer. Warth field, since 2021 has not been cut by BURY MBC who have cited traveller issues as their reason for abandoning the field and rendering it impossible for us to use. They have, I feel, done this because of the plans to build a road through that site for the proposed house building plans around Elton Reservoir. This situation has forced us to accommodate the rounders teams at Manchester Road, Redvales so to lose a third of the field to this planned proposal will severely affect the space available to the sports teams. During the summer months, which would normally be 'closed season' for football, we ask that the football teams train off the pitch areas in order to protect the playing surface which means they use the top end near Radcliffe Road.

That area is also used on occasion for age appropriate football matches. There is a lack of football pitches in the borough designed for youth football (smaller than 11 v 11 pitches) so during the summer months we mark out a smaller pitch at that end for rent/use by outside teams. See Bury Playing Pitch and Sport Strategy Report (2019). We have a 30ft x 30ft container at that end of the field which stores a variety of sports equipment. There is nowhere suitable to rehouse that at the opposite end.

Due to the fact that we have been kept on a Draft SMA (self management agreement) by BURY MBC we have been unable to apply for exterior funding for several years which would have helped with the flooding issues on this whole site in winter. This gets worse every year. My concern is that any water trapped by constructing a new permanent, sizeable building will be squeezed out of that area and onto the already delicate 3 full sized pitches further down. To date, there have been 25 weeks of league football since the season started and we have had more than a third of fixtures cancelled due to flooding/standing water. Has Sport England been consulted? I understand that are a STATUTORY BODY and must be consulted in this instance if the playing field is affected in any way by disposal of land.

I understand that whilst BURY MBC consulted with Warth Fold & Redvales Sports' Chairman, Denzil Hart, who started this community club in 1996, on several occasions they said they had not received his correspondence and then served a notice to the Club, for his attention, at an address he formerly lived at over 20 years ago! This Notice ended the lease agreement for the whole field entirely. Very convenient and timely to stall/delay/make errors in correspondence and then end the lease before the Public Notice for the Disposal of Land is published.

Whilst my primary concern is loss of a sports area that we use - the residents of Redvales and Fishpool will suffer a loss too as there are a great number who use the field for recreational purposes. This includes: family time, dog walking, picnics, firework displays,

reading, sunbathing, bird watching, kite flying, kick abouts, games, tree climbing, camping, blackberry picking. The list is long.

The traffic is a major concern also. The junction where Manchester Road meets Radcliffe Road and Parkhills Road is treacherous and is always extremely busy during school drop off and pick up times. A former football team member was killed in a road traffic accident on Radcliffe Road 10 years ago who was a teacher at Derby High School. Another school in this area (there are several already) would severely add to the congestion and bottlenecks of traffic adding to the danger for schoolchildren.

I am concerned about the flora, fauna and small animals. Right where you plan to run your boundary line is a newt breeding pond. Newts are important contributors to our ecosystem. One service is the cycling of nutrients from water to land and back again, thanks to their complex lifecycles. I have seen rabbits, hedgehogs and ducks near this pond. What about the beautiful surrounding trees? They cannot be moved or cut down.

Finally, this proposal will affect the Public Rights of Way across the field. People use this area to walk to school/college and to Bury town centre. They cut across the area to get to the bus stops on Radcliffe Road and Manchester Road, to the shops on Redvales Road and of course to reach the football pitches.

For the reasons stated above, I completely object to this Public Notice; the DISPOSAL OF ONE PARCEL OF PUBLIC OPEN SPACE AT LAND OFF MANCHESTER ROAD/RADCLIFFE ROAD, BURY.

Objection 25

I am writing to express my strong objection to the proposed development of a school on Redvales Field. As a resident of the Bury area, I am deeply concerned about the potential negative impacts that this development may have on our community and the surrounding environment.

Firstly, the development would result in the loss of valuable green space, which is essential for the well-being of both residents and local wildlife. Redvales Field serves as a recreational area for families, a habitat for various species of flora and fauna, and a crucial green lung in our urban environment. Destroying this green space would not only deprive the community of a vital resource but also contribute to the loss of biodiversity in our area.

Furthermore, the construction of the school is likely to exacerbate traffic congestion in the area. Redvales Field is already surrounded by residential streets that struggle with traffic flow during peak hours. Adding a school to this already congested area would lead to further traffic gridlock, posing safety hazards for pedestrians and cyclists and increasing air pollution levels.

Additionally, the development could have detrimental effects on the local wildlife population. Redvales Field is home to a variety of species, including birds, mammals, and insects, many

of which rely on the green space for food, shelter, and breeding grounds. Disrupting their habitat through construction activities and increased human presence could lead to the displacement or decline of these vulnerable species.

In light of these concerns, I urge you to reconsider the location of the proposed school and explore alternative sites that would minimize the impact on the environment and the community. Preserving Redvales Field as green space is essential for maintaining the health and quality of life of residents and safeguarding our natural heritage for future generations.

Objection 26

As a close resident to these playing fields (Whelan Avenue) and a frequent walker around these fields I wish to object to your proposal to build here.

Where you propose to build, these fields are often flooded. They perform a natural floodplain.

Due to the higher levels of Radcliffe Road and Manchester Road, drainage and services will have to be via Brecon Drive. All construction traffic and users will have to use Brecon Drive too. This area is very heavily used by users of Darby and Bury Grammar Schools and increased traffic would place a greater strain on the area.

There are far better sites available.

I respectfully request you rethink your proposals.

Objection 27

I believe that Bury Council in its infinite wisdom proposes to build (or allow to be built) a special school with 60 places on part of the Redvales Playing fields? First who is financing this development? Obviously not Bury council as you are £190 million in debt and can't afford to sweep the footpaths and roads (amongst other things). The main problem here other than using public amenities is that there is no road access. Perhaps the current mayhem caused by the rush hour and the school run has passed our esteemed council leaders by. Perhaps a current incumbent from the 'Ivory Tower' on Manchester Road should call down Radcliffe Road during school term time and see the vehicles adorning the footpaths and grass verges - pedestrians have to join the vehicles to gain access to the streets.

This leaves only one solution, a road will have to be made from Redvales Road through the rest of the playing fields. But then the playing fields are really not any good for activities due to the vehicles. But there's lots of football space at Goshen, so the council will go ahead and change the use thereof and make it development land suitable for a housing estate - probably the subversive intention in the first place!

If Bury council's string pullers, Oak Learning Partnership Trust, need another 'special' school they should look to build on that current useless patch of land in the town centre, Pyramid Park, or better still, adapt that oblong edifice between Knowsley Street and Manchester Road, special needs will be very much at home in there amongst like minded cohorts.

Objection 28

Hello, I am writing to formally object to the land sale and construction of a new school in Bury. particularly concerning is the lack of formal consultation and transparency in the decision-making process. As a concerned member of the community, I strongly believe that the proposed location for the new school is completely inappropriate and warrants reconsideration.

While I acknowledge the necessity for additional educational facilities, especially for students with Social, Emotional, and Developmental (SED) needs, I cannot support the chosen site. I am disappointed that there has been no formal consultation process to gather input from local residents, stakeholders, and community members. This lack of transparency undermines the integrity of the decision-making process and does a disservice to those directly affected by the construction.

Moreover, the proposed site at Redvales Park is deeply concerning for several reasons. Not only does it encroach upon valuable local amenities, but it also poses significant safety risks, particularly during school rush hours. The proximity of the proposed school to a busy intersection, namely the junction between Manchester Rd and Parkhills Road, exacerbates these concerns.

This junction is already known to be extremely dangerous and unsuitable for pedestrian traffic, especially for school children. The influx of students to this already congested area will only compound the existing issues, putting the safety and well-being of our community members at risk.

I strongly urge you to reconsider the proposed location for the new school and explore alternative sites that are more suitable and safer for both students and residents. I believe that there are a number of better locations within the vicinity that could accommodate the needs of the community without sacrificing safety or local amenities.

Objection 29

I am emailing regarding the councils intention to dispose of public open space at land off Manchester Road/ Radcliffe Road, Bury.

Myself and my partner have recently bought a house on **Brecon Drive**, Bury. We chose our property because it's in an enclosed and quiet area, qualities which attracted us.

We have recently seen information circulating on social media, about a potential Special Educational Needs & Disabilities (SEN) School being built on Redvales Playing Fields. This is in extremely close proximity of our property. We have not been informed about this, but have seen a poster tied on the gates across the entrance to the field. There has been absolutely no correspondence or meetings with any residents as far as I am aware about the proposition of a new SEN school.

This morning, residents were woken up to heavy plant vehicles making our street the entrance for workmen and their vehicles.

We have some concerns regarding this. Our street is incredibly narrow and in a quiet residential area where parking is difficult and limited at the best of times. We struggle finding a parking space most of the time due to not having a drive.

We are concerned about major disruptions, such as noise pollution, congestion and high volume of traffic, which could limit access in and out of our house.

There are already nearby schools including Bury Catholic Prep School, St Peters COE Primary, Derby High School, St Luke's Primary School, and Holy Cross Sixth Form College which result in high volumes of traffic and a number of accidents including fatalities have occurred, especially at rush hour and when the schools finish. This ends up spilling out onto our nearby residential streets.

We are not objecting the potential of the SEN school itself, it is the impact it would have on the residents living in close proximity. We would also be worried that these plans would devalue our property, which we have spent a lot of money on as well as renovating.

Would our road be the main entrance point into the property of the proposed SEN School? If so, then we would highly object towards the planning. If not, could you advise whether an alternative entry point would be considered?

To conclude, our issue would not be with the council enabling a new SEN School; arguably we do need more of them - but this is not the right location or entrance for it. This is due to small crowded streets (including ours) off extremely busy main roads and junctions making this an unsafe place for vulnerable children and, it's certainly not a good thing for locals.

We should be encouraging schools like this to be built in sheltered and secure environments to keep both the pupils and residents as safe as possible.

Lastly, please could I request a copy of the plan showing the position of the land in question so I can discuss this with a legal representative if necessary.

Objection 30

I write to oppose the building of a school on this site for the following reasons:

It is a totally unsuitable site due to the amount of water logging this part of the field always has.

The amount of traffic due to the number of schools in the area is already horrendous at peak times.

The Manchester Road/Radcliffe Road junction is a noted danger spot with numerous accidents over the years. Another school will add to the problems already being experienced.

The flooding of nearby houses is also a grave concern as this happened 20 years ago when the field drainage was attempted to be improved.

If Brecon Drive is the suggested access this is totally unsuitable. Brecon Drive is a short, narrow cul de sac with residential parking on both sides.

A Special School is needed, but on a more suitable site and location.

Objection 31

I have many concerns about the flooding on the field behind our property - Redvales Playing Fields.

Below is what happens to our gardens when the field floods.

My concern is that if there is any kind of building's on this field it would make the flooding worse to all of our gardens.

I have asked on many occasions for help with this but no one ever gets back to me.

I have been informed by bury council it was united utilities problem and once the new works were completed a few years ago it would be solved.

We still flood from the field, maybe not as bad but it still makes our gardens unusable.

We have spent over £2000 on having top soil laid to make the garden higher, new fencing which has been ruined again due the flooding.

I hope that all this can be resolved either way if a new building is on the field or not.

Objection 32

I strongly object to any building on redvales playing field, i feel that the area proposed is not equipped for a special school. The current layout of roads means there is not enough accessibility as it already like a rat run, and even if a new road was built it would be rather dangerous to other pedestrians and road users and adding more traffic to an already chaotic area during school drop off and and rush hour. Have you actually looked at how many road accidents have been there in the last few years ?? How many fatal along that road ?? And finally this field is the only one suitable locally for our children to play safely and the dogs to run free The main question is the houses plan were stopped due to the flooding so why will a school be any different.

Objection 33

I have recently learned of the planned development on Redvales playing field and I would like to take this opportunity to voice my objection to the matter.

The field is used as a public right of way on a daily basis for dog walking, leisure and outdoor activities in a green space and sporting events.

The proposed development would severely restrict public use of the field, eliminate another green space and drastically increase levels of traffic and congestion in the area (which is already very poor), without any discernible benefits for the public.

I am positive that there are other alternative areas to build which are more cost effective, more efficient in terms of logistics and parking and will generate less negative feedback from the public.

It is very disappointing that Bury Council attempted to fly this under the radar by posting in notice of this in the classifieds section in Bury Times, while you know full well that this is not the best way to communicate plans to local residents.

I am aware that planning permission has not yet been submitted for this development and it will be severely contested when it is.

Lastly, if this development gains approval to proceed, it is the moral obligation of Bury council to compensate local residents due to the massive disruption it will cause to highways, pedestrian footpaths and removing another green space, both during construction and operation.

Bury council are elected to represent the interests of the public, I trust that this will be the case.

Objection 34

I have recently learned there are plans to build on Redvales playing field and I would like to formally submit my objection.

The field is used daily by myself and many members of the community. The green space is enjoyed and used for walking, dog socialising and exercise.

I myself am a resident of Radcliffe road and use the field at least once a day for dog walking and have been doing so for the past 2.5 years.

The proposed development would severely restrict public and community use of the field, eliminate green space and drastically increase levels of traffic and congestion in the area (which is already very poor), without any discernible benefits for the public or community.

I am positive that there are other alternative areas to build which are more cost effective, more efficient in terms of logistics and parking and will generate less negative feedback from the public.

It is very disappointing that Bury Council attempted to fly this under the radar by posting notice of this in back section of Bury Times, while you know full well that this is not the best way to communicate plans to local residents.

I am aware that planning permission has not yet been submitted for this development and it will be severely contested when it is.

Lastly, if this development gains approval to proceed, it is the moral obligation of Bury council to compensate local residents due to the massive disruption it will cause to highways, pedestrian footpaths and removing another green space, both during construction and operation.

Bury council are elected to represent the interests of the public, I trust that this will be the case.

Objection 35

I would like to object to the building on the above said field. It have lived in my house which overlooks the field for just over 3 years. One of the reasons I bought the house is because it wasn't overlooked. And I like to look at at the open space. Myself and my niece use this field on a daily basis and enter or leave through all the entrances. We take our dogs for a run on there as well as running ourselves. We object strongly to the proposal and would like it to be re considered. Looking at it Any they build on the extremely large field (at Derby High school. This field does not get used at the same time so it is stood idle.

Objection 36

I would like to STRONGLY OBJECT to the sale of any part of the playing fields at Redvales. I am a local. I love this field despite its muddy state for most of the year. It's a great dog walking field. Also we've all met up there and had family picnics for years. Since at least 2012.

If we lose any more grass and fields and greenery it will be a tragedy. It might look green round here but it's mostly school fields that we can't use.

Please save this public space for US. The public!!!

Objection 37

I am writing this email to object to the proposal of building on Redvales field. This field is a sanctuary for me. I really suffer with my mental health and take myself to this lovely place to escape on a regular basis with my dog, to walk, sit and just take time out. Even though there a roads either side if you take time down there it kind of feels like you are away from everything. I have attended local sports and fun days there too, and have had picnics often with my daughters. I only live on Whitefield Road, so it's not far to go. I also object on the grounds of access. The traffic is bad enough round here from the primary school and high school, without adding to it.

Please don't take our only green space that is used a lot by our community. I'm sure there are other sites you could consider.

Objection 38

I am writing to oppose the building of a SEND high school on part of the field that runs behind my house.

I have live in Redvales for large part of my 59 years and have always used the field from being a child whilst living in Cardigan Drive.

There is little for kids to do as it is, dog walkers use the field, rounders matches in summer the list could ho on.

I want to mention flooding, and the drains the field is a soggy mess after a bout of rain where is all the water going if the school is built?

Please don't build on our field, leave it to the community!

Objection 39

As a local resident I strongly oppose the proposed school building on redvales field. The area is used for recreation hundreds of dog walker's myself included. The stress and upheaval we all face if plans go ahead will impact on ...noise more vehicles reduction in house value. Potential damage to property through vibration caused when building. Dust ,peace and quiet in back garden destroyed...

Bury prep school just yards up the road is empty... purposely built for what is required??? Why not there if it needs to go anywhere!!!! Losing an entrance on brecon drive will inconvenience me immensely..

Objection 40

I strongly object to any building on redvales playing field, i feel that the area proposed is not equipped for a special school. The current layout of roads means there is not enough accessibility as it already like a rat run, and even if a new road was built it would be rather dangerous to other pedestrians and road users and adding more traffic to an already chaotic area during school drop off and and rush hour. Have you actually looked at how many road accidents have been there in the last few years ?? How many fatal along that road ?? And finally this field is the only one suitable locally for our children to play safely and the dogs to run free The main question is the houses plan were stopped due to the flooding so why will a school be any different.

Objection 41

Please register my objection to building on Redvales playing fields. I am concerned that such a building would disturb the underground water flow and cause flooding elsewhere and also think that the fields should be kept for recreation.

Objection 42

I am writing to object to the plans to build a SEN school on Redvales field. I am a parent of a child with SEND needs so I am not objecting against the school but I am objecting about the location for reasons listed below.

Firstly I object to the traffic that it will create in the estate. I live on Rydal Close and the traffic from The Derby High School already creates dangers for my children and also the children attending the high school. Radcliffe Road is chaos at 3pm, parents park their cars all along the main road on cycle lanes and block side streets in the area. Building a new school, especially a SEN school with special buses will add to the dangerous traffic situation.

Secondly the state of the roads in the Redvales estate are atrocious. There are potholes at every turn and the once sort after housing estate has now turned into a dump. Building the school will increase the traffic and damage the roads further.

Objection 43

I'm writing to you to protest against the selling of redvales land. I have lived in redvales for almost 30 years and one of best reasons is having a field available for the local children to play and be safe in their community. I fear that selling the property will impact the community in a negative way and I'm writing to object the selling of the redvales field.

Objection 44

I strongly object to any building on redvales playing field, i feel that the area proposed is not equipped for a special school. The current layout of roads means there is not enough accessibility as it already chaos with double parked cars, and even if a new road was built it would be rather dangerous to other pedestrians and road users and adding more traffic to an already chaotic area during school drop off and and rush hour. Have you actually looked at how many road accidents have been there in the last few years ?? How many fatal along that road ?? And finally this field is the only one suitable locally for our children to play safely and the dogs to run free The main question is the houses plan were stopped due to the flooding so why will a school be any different

Objection 45

I strongly object to any building on redvales playing field, i feel that the area proposed is not equipped for a special school. The current layout of roads means there is not enough accessibility as it already like a rat run, and even if a new road was built it would be rather dangerous to other pedestrians and road users and adding more traffic to an already chaotic area during school drop off and and rush hour. Have you actually looked at how many road accidents have been there in the last few years ?? How many fatal along that road ?? And finally this field is the only one suitable locally for our children to play safely and the dogs to run free The main question is the houses plan were stopped due to the flooding so why will a school be any different.

Objection 46

I would like to object against the disposal of a portion of the Redvales playing field.

1) flooding has been a significant issue locally and appears to be growing worse year on year. The portion of land under consideration is almost always flooded and waterlogged. However this part of the field acts as a natural SuDS (urban drainage -

<https://www.bgs.ac.uk/geology-projects/suds/>)

While the Redvales estate was built before current regulations on SuDS, developers at that time left vacant zones which acted as SuDS. If this area was changed to impermeable surfaces such as a school, the water will just be displaced. This winter Manchester road has, on about a dozen separate occasions, has been partially flooded, and the flood water has come down the bank onto the field. If the field cannot drain into the area you are considering disposing of, then what we will find is that the rest of the football pitches will flood instead and become unusable.

2) Have you consulted Sport England? They are a STATUTORY consultee on the disposal of playing field land. I have written to Sport England to ask them if they have been consulted on the disposal of this portion of Redvales playing fields. You will find that bury council may have to refund any grants that have been received from the Football Foundation for pitch improvements on this playing field. Sport England are likely to require this.

3) I note within the bury council Playing pitch and Outdoor sport's strategy that "Manchester Road playing fields (Redvales PF)" are now "Self Managed" by Warth Fold Football club. While parts of the field closest to Radcliffe Rd are waterlogged, there is a portion to the rear of the Bank House apartments that is higher ground and quite firm. This portion sits within the land that you are seeking to dispose of and is used regularly by the football teams to train on. Have you consulted the football team on the disposal of the land? If the site is as suggested by the PPOSS "self managed" does the football club have a long term licence for the field. The PPOSS suggests that the "self managed agreements" were put in place so the football clubs had "long term use of the site". As stated this was to give clubs "security". Sport England would have approved the PPOSS as a statutory consultee of the strategy. How are you going to dispose of land where the council has previously approved a "self managed" status for the football club that maintain it?

4) Traffic! I have lived in this area and seen numerous deaths and serious accidents; including death of a teacher on Radcliffe road, and life changing injuries of a child at the Manchester road junction adjacent to the site. Just 2 weeks ago the junction was closed due to a car crashing into the barbers on the corner. It is a pretty regular occurrence that the junction is closed due to crashes.

5) Within just 1/4 mile radius of this area there are 2 Primary schools, the Prep school, the Derby School, Bury Church school and Holy Cross College. With Bury Grammar, St Gabriel's high school and Bury college not that much farther. To drive anywhere between 8:00am and 8:45, and between 3:00pm and 6:30pm is now nose-to-tail. To build yet another school, with so much schools traffic is just unfair and idiotic.

6) Redvales and East ward are two of the poorest wards in the country. We had one of Gordon Brown's first Sure Start centres. Kids here are really poor. Parents cannot afford

fancy holidays, but what they do have is a playing field to play on in the summer. A field that is large enough for adult football at the same time as ladies rounders matches, with families still having picnic space in the summer. Kids play in the trees you are considering disposing of; the types of kids that will never get a chance of an expensive "centre parc's" style holidays.

7) Protection of wildlife is really important in our urban life more so than ever because of climate change. The green and forested areas within this land you want to dispose of is a huge asset. It forms a web of green corridors that stretches from Bury cemetery, through Starkies wood, the protected trees around Redvales playing fields, and then the wooded area along the backs of the Victorian houses on Manchester road, that then stretch all the way to Elton reservoir. These green spaces are home to loads of wildlife and bird life. Despite dog walkers on the fields, hedgehogs are still regularly seen. Building a school with its associated parking area will destroy this wild life and break up those green corridors that allow wildlife such as hedgehogs to live.

8) I have heard that this land will be used for a special school for teenagers with social and emotional problems. Not so long ago we had a secondary school policy where secondary schools were welcoming for all types of children. The current government's demand that all schools only focus on academic achievement is incompatible with what is good for children. A child is not just an exam machine. Forcing children out of mainstream school into schools filled with just children with social and emotional problems is not a solution! It is a punishment! But desperate parents have no choice. Their children are being forced out of mainstream schools, schools that don't have the teachers, don't have the resources and don't have the money to function properly. Rather than building such a school wouldn't it be better to have more inclusive mainstream schools. By 2026 when this school is due to be open (a) I predict we won't need it as our schools will be better resourced with a new government and (b) the current bulge in numbers of secondary school children will have reduced. National pupil projections predict pupil numbers will peak this year (2024) before reducing considerably. Consequently by the time this school could be built it will no longer be needed.

For these numerous reasons I completely object to the disposal of the portion of the Redvales Playing fields.

Objection 47

I strongly object to any building on redvales playing field, i feel that the area proposed is not equipped for a special school. The current layout of roads means there is not enough accessibility as it already like a rat run, and even if a new road was built it would be rather dangerous to other pedestrians and road users and adding more traffic to an already chaotic area during school drop off and and rush hour. Have you actually looked at how many road accidents have been there in the last few years ?? How many fatal along that road ?? And finally this field is the only one suitable locally for our children to play safely and the dogs to run free The main question is the houses plan were stopped due to the flooding so why will a school be any different.

Objection 48

This email is in objection to your proposed building on the playing fields off Radcliffe Road, Bury.

There is an underwater system that runs from the corner of the field that runs the whole length of the field. This shows on historic plans and can not be ignored.

The wildlife around there is quite unique within that area, there is said to be newts? If so, then are they not protected?

The impact on traffic will be stupid and comical.

Objection 49

I am writing to object to the building on Redvales field.

My garden floods, when they where here a week ago, my garden ended up flooded to the steps, higher than ever.

I live on Brecon Drive the end house so will be the most effected. Aswell as stopping us from using the right of way across the field.

Objection 50

Please accept this email as my objection to the proposed sale of land for the development of a SEN school on Redvales playing fields. The reasons for my objection are as follows.

1. Traffic increase.

Both Radcliffe Rd and Manchester Rd already have a major problem with the volume of traffic currently using both these major routes into Bury.

The traffic at peak school hours has almost made it impossible for pedestrians to cross the Road. In fact, Radcliffe Rd has had its share of fatalities.

2. Flooding

The ground area which you are proposing to sell is subject to flooding and standing waters; any development would create the houses on Brecon Drive to have further water issues.

3. Loss of recreation area

4. The area in question is used throughout the year by the local community for various leisure activities, picnics, family get togethers etc. where children can play safely whilst having freedom. I myself use this area of the field for walking my dogs and playing with my grandchildren. At times it is the only available area to carry out these activities due to organised sporting events taking place on the Redvales Road side of the field.

5. Wildlife

An abundance of wildlife and plants inhabit this area. Any development would have a devastating affect on the biodiversity within the Redvales area'

Objection 51

Please accept this email as my objection to the proposed sale of land for the development of a SEN school on Redvales playing fields. The reasons for my objection are as follows.

1. Traffic increase.

Both Radcliffe Rd and Manchester Rd already have a major problem with the volume of traffic currently using both these major routes into Bury.

The traffic at peak school hours has almost made it impossible for pedestrians to cross the Road. In fact, Radcliffe Rd has had its share of fatalities.

2. Flooding

The ground area which you are proposing to sell is subject to flooding and standing waters; any development would create the houses on Brecon Drive to have further water issues.

3. Loss of recreation area

4. The area in question is used throughout the year by the local community for various leisure activities, picnics, family get togethers etc. where children can play safely whilst having freedom. I myself use this area of the field for walking my dogs and playing with my grandchildren. At times it is the only available area to carry out these activities due to organised sporting events taking place on the Redvales Road side of the field.

5. Wildlife

An abundance of wildlife and plants inhabit this area. Any development would have a devastating affect on the biodiversity within the Redvales area'

Objection 52

I wish to lodge my concerns regarding the sale of land at Redvales playing fields to build a school.

I live on Pembroke Drive and my garden, which backs on to these playing fields is regularly water logged.

The area is already congested with vehicles and turning into Pembroke Drive from Radcliffe Road is already extremely hazardous with the multiple vehicles that double park on Pembroke Drive, resulting in one lane for flow of traffic.

If a new school is built, this will drastically increase the number of vehicles and parking in this area.

No doubt this will also have a detrimental effect to the water that regularly collects on the field.

Objection 53

After receiving the possible news of the sale of Redvales field, I urge you not to go forward with this.

I live next to Redvales field, which I use maybe once a month to play cricket with family and friends. It is so lovely to have a field nearby where I can play games that I wouldn't be able to play in my garden alone. Therefore this makes me deeply saddened that you are thinking of selling this field.

Once again I urge you please to not sell this land.

Objection 54

I wish to object to the council selling land on Redvales playing field, and building a school.

This would have a negative impact on the the area with increased traffic, parking issues and for people using the field for recreational use.

This is an unfair decision for change of use, as children, dog walkers and sporting events regularly use this important open space.

Objection 55 (Joint from 6 members of the public)

Myself, my family and our local community have increasingly serious concerns with regards to the risk of our homes due to flooding should the build go ahead. Just the investigation works have caused flooding which we have never seen to this degree in over the twenty years my family has lived here. See attached pictures. Should foundations be laid replacing earth which currently absorbs and holds much of this water we fear flooding will increase into our gardens and homes causing significant damage and negatively impacting upon our quality of life, right to private and family life and the right to enjoy our homes and properties in safety.

We can no longer access the field from the usual access point due to the flooding.

If this build were to go ahead how does Bury council intend to assure us our homes and safety will be safeguarded against the identified risk of flooding?

This page is intentionally left blank



| | |
|--------------------------------|------------------------------|
| Classification: Open | Decision Type: Key |
|--------------------------------|------------------------------|

| | | |
|-------------------|--|--------------------------------|
| Report to: | Cabinet | Date: 04 September 2024 |
| Subject: | PART A- Tender of Neighbourhood Housing Support Services- Supported Accommodation and Floating Support Services | |
| Report of | Deputy Leader and Cabinet Member for Health and Adult Care | |

1 Summary

- 1.1 Following the [Cabinet report on the 4th April 2024](#), approval was given to the Community Commissioning Division to engage in a tendering exercise for supported accommodation and floating support for people that require housing related support. After review and procurement, this further report requests the approval for the division to award two contracts- 1) Supported Accommodation and 2) Floating Support, both within Neighbourhood Housing Support Services.
- 1.2 Neighbourhood Support Housing Services provide short term, outcome focused interventions to vulnerable adults. These services will support individuals to build resilience and independence, improve health and wellbeing, ensure stability of accommodation, maximise income and support meaningful and economic activity.

2. Recommendation(s)

- 2.1 The recommendations are for Cabinet to:
- Award Adullam Homes a 4-year contract for Supported Accommodation
 - Award Calico Enterprise a 4-year contract for floating support
 - Enter a 4-year arrangement (1st October 2024- 31st September 2028) for both services, including a 1-year extension- subject to performance and review.
 - Delegate finalisation and sealing of these contracts including any clarifications to the Director of Law and Democratic Services in consultation with the Executive Director for Health and Care.

3. Reasons for recommendation(s)

- 3.1 There has been a significant increase in the number of single people that require tenancy related services and households that require interventions to sustain their tenancies. Rough sleeping and single homelessness has increased locally, due to numerous factors.
- 3.2 There is a need for supported accommodation for single people and floating support for households to reflect rising homelessness in the borough, regionally and nationally. Services must be fit for purpose, to

prevent people from failing in their tenancies and provide housing solutions that develop independent living skills and improve quality of life in the community.

- 3.3 A tendering exercise has been completed to reflect the award to Adullam Homes and Calico Enterprise, which delivers both quality and savings to the Council.

4 Alternative options considered and rejected

- 4.1 Procurement rules did not allow any further extensions to previous contractual arrangements. Therefore, the only option is to engage in a procuring process, which provides an opportunity to review what the landscape of supported and floating support should look like to ease homelessness pressures in Bury.

Report Author and Contact Details:

Name: Ahmed Ajmi
Position: Integrated Strategic Lead
Department: Health and Adult Social Care
E-mail: A.Ajmi@bury.gov.uk

Name: Victoria Crookes
Position: Commissioning Manager
Department: Health and Adult Social Care
Email- v.crookes@bury.gov.uk

5 Background

- 5.1 Following approval by [Cabinet on the 4th April 2024](#), the Commissioning Division commenced a review of supported accommodation and floating support provision. This was required to complete a robust procurement and tendering exercise to meet the needs of people who require housing related support in Bury.
- 5.2 As extensively and clearly evidenced in the report, the number of people that have complex needs has significantly increased over the last 3 years. This has meant that services have had to accommodate people with complex and diverse needs to ensure that needs are met.
- 5.3 Increased homelessness and more people struggling to sustain their tenancies, strongly suggests that there is a need for the continuation of supported accommodation for single people and childless couples over 18 years old and floating support services for all residents of Bury, including single people, childless couples and families with dependent children. Floating support will be tenure neutral, which includes people that are living in social housing, private tenancies and those that are owner occupiers.

6 Consultation of Neighbourhood Housing Support Services

6.1 Stakeholder Consultation

6.2 Two Stakeholder Events were held in February and March 2024, the total number of stakeholders consulted was 38, this included potential bidders, residents and key partners including Homelessness and Housing Services, Probation, Community Mental Health Team, Bury Achieve and partners in voluntary and faith sector. The slides from these events can be found in the Appendix section.

6.3 Key highlights from stakeholder events

- ★ Clear pathways and partnerships are required.
- ★ Drop-ins in the community for people to access floating support have been working well.
- ★ Floating Support Services should remain tenure neutral.
- ★ Self-referrals work well.
- ★ Contract length needs consideration, as short contracts do not enable providers to establish themselves in localities and offer job security to their staff.
- ★ Shared accommodation is not for everyone, more dispersed self-contained housing stock is required. Some high-risk tenants need their own front door.
- ★ 24/7 staffing needs to be considered in supported accommodation.
- ★ Time frames needed for move-on into settled accommodation need to be longer.
- ★ Time frames needed for community support once a person moves to independent living need to be longer to improve success.
- ★ Avoid duplication of services.
- ★ Gap – recovery / abstinence housing options.
- ★ Lack of available move on accommodation can mean people are staying in supported accommodation longer than needed.

6.4 Customer Consultation

6.5 Consultation with current and previous customers of Adullam and Calico took place during March and April 2024. This included:

- Private face to face sessions with 7 people.
- Two group consultation sessions with 23 people.
- Microsoft Forms surveys were sent out and 41 responses were received.

A total number of 71 customers were consulted.

6.6 A Microsoft Forms Survey was used to capture people's views both face to face and electronically using a QR code for those that preferred this:



A link to the survey results is below:

<https://forms.office.com/Pages/AnalysisPage.aspx?AnalyzerToken=HzMWNyaMbZ9d1FNTBSEXcWIPSQcn2xYC&id=0DG3s8CYC0SHZY1kZKjtgstDFycYNz1BsvFLwrIT1nBUN1RGQUg5VzM1UVpFWjUwSzISRTg5TFY0Wi4u>

6.7 **Key highlights to consider for supported accommodation:**

- ◆ Shared accommodation works for some; seeing others, having someone to talk to, cook and eat with is helpful in reducing isolation and loneliness.
- ◆ Self-contained accommodation would be better for some, shared can be overwhelming.
- ◆ Sharing with people that use substances and alcohol can be difficult for those trying to stop.
- ◆ Consideration needs to be given to those from different cultural backgrounds.
- ◆ All shared accommodation should have en-suites.
- ◆ Some residents have mobility problems and need accessible ground floor accommodation.
- ◆ Not being allowed visitors is frustrating, especially for those who want family or their children to visit. Families are a support network that can keep people on track.
- ◆ Moving out can be lonely- some felt support after moving on should be longer than 4 weeks; it should be flexible around the person, and they should be able to dip in and out based on need to prevent spiralling into crisis with bills and loneliness.
- ◆ In shared accommodation it can feel scary and frightening when staff are not around at night and weekends.
- ◆ Mixed gender accommodation was not considered a problem.
- ◆ People want help to access courses and voluntary work.
- ◆ Those leaving prison need support at the gate, housing is the number one priority. If that's not there, there is high risk of re-offending, drug misuse and feelings of no hope.
- ◆ People want support to get involved in the community, groups and education to establish interests, connection, hope and stop reoffending and drug use.
- ◆ 9 months move on target should be flexible around the person and the ready to move form not being able to be submitted sooner is unhelpful as it takes so long to get people registered and bidding and there are limited available properties.

6.8 **Key highlights to consider regarding floating support:**

- ❖ Floating support being available at drop-ins in the community, virtually and over the phone work well. Positive feedback about this being good because people can access help and advice when needed with understanding letters, making phone calls, managing debts, rent arrears, evictions, signposting, and a listening ear.
- ❖ Shared view that non-judgemental, caring, knowledgeable staff that are available when needed is helpful.
- ❖ Joint working with other agencies is good.
- ❖ Translating information into other languages is helpful, and enrolling people on ESOL course.
- ❖ Support to access training and education and leisure is good.
- ❖ Shared view that being able to access floating support has improved people's health and wellbeing and helped sustain their tenancies by maximising benefits and managing debts and accessing their community.

6.9 Floating support drop-in sessions in the community were attended and the following key observations were made:

- Wide range of services joint working; putting people in contact with the right person is good; however, potentially some duplication.
- Primary benefit of offering drop-in support in localities is that people are talking to each other, developing community connections, given a hot drink/ meal/ food parcel and other donated items such as toiletries.

6.10 Following extensive consultation and findings detailed [in the report on the 4th April 2024](#), tender documents were developed (see Appendixes section). Key highlights from both tenders are:

Supported Accommodation tender

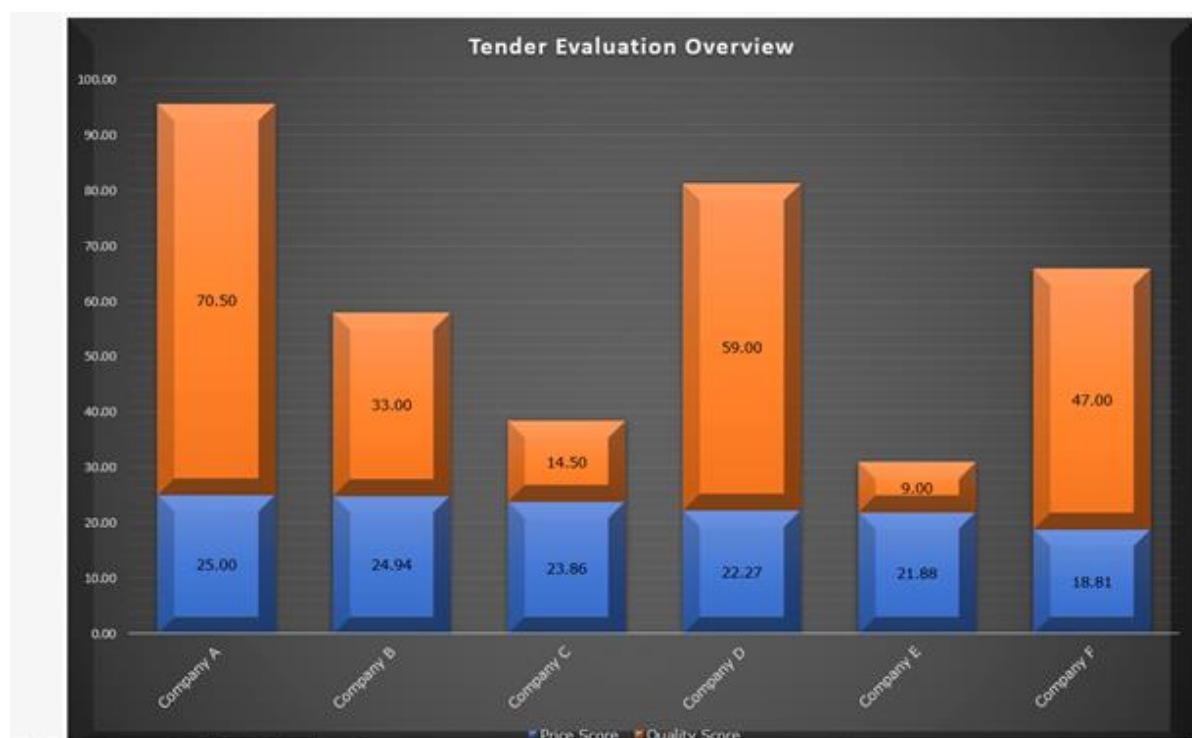
- ♦ 60 units of accommodation in a mixed housing portfolio- including shared and dispersed housing.
- ♦ 3-month support package delivered to help people move on into their new homes
- ♦ Maximum stay in supported accommodation changed from 9 months to 12 months- to extend time for people to develop independent living skills.
- ♦ Limited tolerance to provide safe place where people are supported to achieve abstinence from drug and/or alcohol use.

Floating Support tender

- ♦ 600 hours will be commissioned to be provided per week to all residents, including single people, childless couples and families with dependent children.
- ♦ All households able to access floating support- including residents living in social housing, private rented and owner occupiers.
- ♦ The service will include floating support for older people in sheltered housing to help sustain their tenancies.

- ♦ Accommodation meets the criteria detailed in the [Checklist of accommodation standards](#) published by Community Commissioning.

- 6.11 Based on the outcomes of findings and the consultation, in conjunction with the Procurement Team, a tendering exercise commenced on 3rd July 2024 advertising both floating support services and accommodation-based services, inviting potential bidders to accommodate and support people in Bury.
- 6.12 Panel members who evaluated bids and interviewed providers included Community Commissioning, key stakeholder representatives and a person with lived experience representing 'Project Free' a peer support service that helps men in Bury to overcome substance misuse, break cycles of behaviour, and integrate those leaving the criminal justice system back into the community.
- 6.13 There were six bids evaluated for the floating support contract. The graph below shows each company's price and quality scores. The winning bidder, Calico, is identified as 'Company A'.



- 6.14 There were six bids evaluated for the accommodation-based support contract. The graph below shows each company's price and quality scores. The winning bidder, Adullam, is identified as 'Company C'.



7.0 Recommendations

7.1 After the tendering and commissioning exercise, it is recommended that:

- A contract is awarded to Adullam Homes for 60 units of accommodation over a 4-year period.
- A contract is awarded to Calico Homes for 600 hours per week of floating support over a 4-year period
- Enter 4-year contractual arrangements from the 1st October 2024 to the 31st September 2028, with the option to extend by 1 year based on performance and review.
- Delegate finalisation and sealing of these contracts including any clarifications to the Director of Law and Democratic Services in consultation with the Executive Director for Health and Care.

Links with the Corporate Priorities:

9.0 The Housing for Adults with Additional Needs Strategy aligns to the Bury Let's Do It Strategy which provides the vision to enable people of all ages to live well within their neighbourhoods, supported by the integration of public services with our neighbourhood hubs. The procurement of Neighbourhood Housing Support Services also meets the aspirations of the Let's Strategy.

Local

- Local housing options for local people by accommodation homeless people in Bury
- Developing and regenerating the unique townships where people live

- Prevent the need for Bury residents to have to move out of the borough to have their tenancy needs met.
- Bring Bury residents back in borough if its right for them.
- Work with local developer's and providers who know the local area.

Enterprise

- Encouraging enterprise to drive inclusive economic growth through our business community.
- Enterprising innovation and creative solutions to current housing issues, including a mixed housing portfolio.
- Be bold in our housing solutions and future developments in Bury.

Together

- Working together to commission quality supported accommodation, fit for purpose homes for people with additional needs in Bury.
- Working together with service users, their carers and families to shape accommodation options and positive move on.
- Working together to ensure inclusivity throughout the housing agenda and preventing homelessness.

Strengths

- Taking a strength- based approach to recognise the assets and strengths of communities to settle people in their new homes.
- Recognising the strengths of individuals enabling their independence, choice, and control for housing.

Equality Impact and Considerations:

EA has been completed.

Environmental Impact and Considerations:

An environmental impact assessment has not been undertaken for the review, as there are no implications or carbon impact of this decision.

Assessment and Mitigation of Risk:

| Risk / opportunity | Mitigation |
|---|---|
| Increase in demand of people who have housing/homelessness problems accessing the service and have complex needs (mental health, offending histories, and substance misuse problems). | The review considered the pathways which are required to ensure early identification of people/households that require housing related support. it included different ways of working to develop support packages which are |

| | |
|--|--|
| | not only tenancy related but provide interventions for other aspects of people lives to develop independence and resilience. |
|--|--|

Legal Implications:

The provision of tailored supported accommodation supports compliance with the statutory duties in the Care Act 2014 to support individual wellbeing which includes promoting the maintenance of personal dignity, emotional wellbeing and the suitability of living accommodation (Section 1(1) and (2) Care Act 2014).

The procurement of these services has been carried out in compliance with the Public Contracts Regulations 2015. Legal services should be engaged to finalise the terms and execute each contract.

Financial Implications:


The total cost of the two contracts will be funded from existing budget provision and consequently there is no cost impact to the Council.


In addition, the awarding of the two contracts will generate a c. £0.045m saving. The saving has been built into the Health & Adult Care (HAC) Directorate medium term financial strategy (MTFS)


As part of the monthly budget monitoring cycle, Finance and Budget holders will track the expenditure linked to the two contracts ensuring that all expenditure aligns to the funding provided.


Any financial risks/pressures identified will be highlighted to the Director of Adult Social Services as part of the monthly budget monitoring conversation whereby an action plan will be deployed to mitigate any financial risks/ pressures.

Appendices:


ITT Neighbourhood Support Housing Serv


ITT Neighbourhood Support Housing Serv


NHSS Consultation Event Slides- Feb- Ma


Neighbourhood Housing Support Serv

Background papers:

[Review of Neighbourhood Housing Support Services- Cabinet- 4th April 2024](#)

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

| Term | Meaning |
|------|---------|
| | |

This page is intentionally left blank



| | |
|--------------------------------|----------------------------------|
| Classification: Open | Decision Type: Non-Key |
|--------------------------------|----------------------------------|

| | | |
|-------------------|--|--------------------------------|
| Report to: | Cabinet | Date: 04 September 2024 |
| Subject: | Annual Fostering Report | |
| Report of | Deputy Leader and Cabinet Member for Children and Young People | |

Summary

1. This is the Annual Fostering report presented to Cabinet as required under the Fostering Regulations (National Minimum Standard 25):
 “The executive side of the local authority or the independent foster service’s provider/trustees, board members or management committee members:
 - a. receive written reports on the management, outcomes and financial state of the fostering service every 3 months;
 - b. monitor the management and outcomes of the services in order to satisfy themselves that the service is effective and is achieving good outcomes for children; c.
 - satisfy themselves that the provider is complying with the conditions of registration.”

Recommendation(s)

2. That members note the information provided within the annual report.

Reasons for recommendation(s)

3. Requirement of the Fostering Regulations to note information within the report.

Alternative options considered and rejected

4. Not applicable.

Report Author and Contact Details:

Name: Jeanette Richards

Position: Executive Director of Children & Young People

Department: Children & Young People

E-mail: J.Richards@bury.gov.uk

Background

- 5.

5.1 The Fostering Service in Bury is located within Children’s Social Care Service, the overall management responsibility lies with the Head of Service - Corporate Parenting. The

Fostering Service comprises of sub teams, now overseen by three permanent Team Managers and two Advanced Practitioners to support staff and service development. The sub-Teams are:

1. Connected Carer Assessment and SGO support team.
2. Mainstream Recruitment and Marketing team.
3. Foster carers support and supervision team.

5.2 Overall, the Fostering Service undertakes a range of functions and duties required under the Fostering continues to focus upon and drive forward quality and performance.

5.3 The Fostering Service has fourteen Social Workers and two Fostering Support Workers who offer practical support to Carers and Special Guardians. The Fostering Service also has a Senior Business Intelligence & Data Collection Officer who manages carer payments and monitors data and a Recruitment Lead and Recruitment Assistant whose focus is to drive forward Bury Fostering Recruitment campaigns and respond to initial enquiries. In the past year the recruitment lead has also taken on the role of Liaison worker for the Mockingbird project as some of her previous role is being absorbed into the new Regional Recruitment Hub.

5.4 The main development in the service over the last year has been the implementation of Mockingbird and the service has one constellation up and running and a second in development.

Links with the Corporate Priorities:

Please summarise how this links to the Let's Do It Strategy.

- A better future for the children of the Borough
- A better quality of life
- Building a fairer society that leaves no-one behind.

Equality Impact and Considerations:

*Please provide an explanation of the outcome(s) of an initial or full EIA and make **specific reference regarding the protected characteristic of Looked After Children**. Intranet link to EIA documents is [here](#).*

5. Equality Impact Assessment (EIA) not required as this is not a decision nor a policy.

Environmental Impact and Considerations:

*Please provide an explanation of the Environmental impact of this decision. Please include the impact on both **Carbon emissions** (contact climate@bury.gov.uk for advice) and **Biodiversity** (contact c.m.wilkinson@bury.gov.uk for advice)*

6. Not applicable.

Assessment and Mitigation of Risk:

| Risk / opportunity | Mitigation |
|--------------------|------------|
| | |

Legal Implications:

This report is required to meet statutory requirements as outlined.

Financial Implications:

To be completed by the Council's Section 151 Officer.

7. There are no financial implications in noting this report.

Appendices:

Please list any appended documents.

- Annual Fostering Report 2023-2024

Background papers:

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

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

| Term | Meaning |
|------|---------|
| | |

This page is intentionally left blank



Foster with Bury

Annual Report 2023 - 2024



0800 9555 311

www.fosterwithbury.co.uk

Bury
COUNCIL

Introduction

The Fostering Service in Bury is located within Children's Social Care Service, the overall management responsibility lies with the Head of Service - Corporate Parenting. The Fostering Service comprises of sub teams, now overseen by three permanent Team Managers and two Advanced Practitioners to support staff and service development. The 'sub teams' are

1. Connected Carer Assessment and SGO support team.
2. Mainstream Recruitment and Marketing team.
3. Foster carers support and supervision team.

Overall, the Fostering Service undertakes a range of functions and duties required under the Fostering Service Regulations England 2011 and Fostering Service Regulations England 2011 amended by the Care Planning, Placement and case Review Fostering Regulations 2013.

Fostering continues to focus upon and drive forward quality and performance. The latter being reported at monthly Performance Management meetings. Managers conduct monthly audits using a Fostering Audit Tool which are moderated by the Head of Service for Corporate Parenting. Additionally, Managers complete dip samples of case files to support staff in maintaining excellent files and evidencing manager oversight.

The Fostering Service has fourteen Social Workers and two Fostering Support Workers who offer practical support to Carers and Special Guardians. The Fostering Service also has a Senior Business Intelligence & Data Collection Officer who manages carer payments and monitors data and a Recruitment Lead and Recruitment Assistant whose focus is to drive forward Bury Fostering Recruitment campaigns and respond to initial enquiries.

In the past year the recruitment lead has also taken on the role of Liaison worker for the Mockingbird project as some of her previous role is being absorbed into the new Regional Recruitment Hub.

The main development in the service over the last year has been the implementation of Mockingbird and the service has one constellation up and running and a second in development.

Placement Searches & Placement Data

The Fostering Service also carries out placement searches with the Independent Fostering Agency (IFA) market through the North-West Placement framework contract, when we are unable to identify a placement for a child within Bury's cohort of Foster carers. This is carried out by the Fostering Duty worker. The reduction in available foster carers nationally, particularly for older children and those with more complex needs, has made this role more challenging. ents, their likes, hobbies, their wishes etc as well as information from their current

carers regarding caring for the child; these additional materials are then attached to the referral document. The approach has needed to be more creative and flexible in attempts to secure appropriate matches.

The number of children placed in Independent Fostering Agencies (IFA'S) at the end of the reporting year was 87. This number remains reasonably constant around this figure. The Fostering Team work hard to decrease the use of IFA placements and match children to local Bury foster carers wherever possible. There is the significant added value of Bury children being placed with Bury carers and us being able to maintain a tight knit fostering community for them and also to offer more timely support.

In Bury, 16 Care leavers live with their former foster carers under a "Staying Put" arrangement at the end of March 2024. This is a slowly increasing number which is positive as ideally young people would not be moving out of foster care at 18.

Foster Carer Ambassadors

There are a group of Foster Carer Ambassadors who are all Foster Carers themselves and are certainly best placed to share information about Fostering with Bury as well as answering any questions people may have.

The Ambassador Scheme recruits approved foster carers who have a range of experience and skills within their fostering role. During the year there has been some changes to the personnel involved and some new ambassadors have now been recruited. They have been instrumental in increasing the profile and brand of Bury Fostering and going forwards they will play a key role in the Regional Recruitment Hub by visiting potential new carers at the Initial Visit Stage. The service has continued to use the Ambassador's skills to 'buddy up' with other foster carers providing a further layer of support.

Recruitment & linked GMCA Fostering Development

The past year has seen some very significant developments in regional working to promote fostering for local authorities and Bury Council have been at the fore of this development with their Head of Service sitting on the strategy Board and playing a key role in developing 3 areas of work.

These are:

Mockingbird Implementation – Bury Council had already committed to develop Mockingbird in Bury and as such were already well on the way to establishing the first constellation when GM secured finances for further developments across the whole of GM. This means that Bury will benefit from funding to set up further constellations. The first constellation is very new and yet already proving how successful this model is likely to be.

Regional Recruitment Hub – The Regional Hub will become the main point of entry for those enquiring about fostering. This will be based in Rochdale, one of Bury's neighboring Local Authorities. The expected date for this to Go Live is June 17th 2024. A considerable amount of work has been done to try and increase enquiries through a more Regional Approach. This is currently government funded so there is much new recruitment activity that complements that done by Bury Council.

Fostering Unfiltered - GM foster carer recruitment campaign. This is largely a digital campaign and is a commissioned piece of work. There have been some teething problems with this but it has recently been refocused and will have a local as well as a Regional angle to it.

In addition GM produce monthly data which aids in developing and benchmarking foster care services across the Region. There are plans to hold a Regional fostering conference for carers and Bury foster carers are engaged in regular meetings to advise on development of the Regional work.

Marketing and Recruitment

2023/24 saw a significant amount of social media activity. In addition, there were two foster carer ambassadors that did a minimum of 3 community events per month in venues such as supermarkets, Bury Market, and local libraries.

There were also quarterly information events at John Lewis (Trafford Centre), attendance at Manchester Jobs Fairs (in February, July and October) and there was a 2 day recruitment event in October at The Arndale Centre, Manchester with colleagues from the other Greater Manchester Local Authorities.

The local & more regional events throughout 2023-24 generated 12 enquiries, 3 converted to IV and were invited to apply but 0 did.

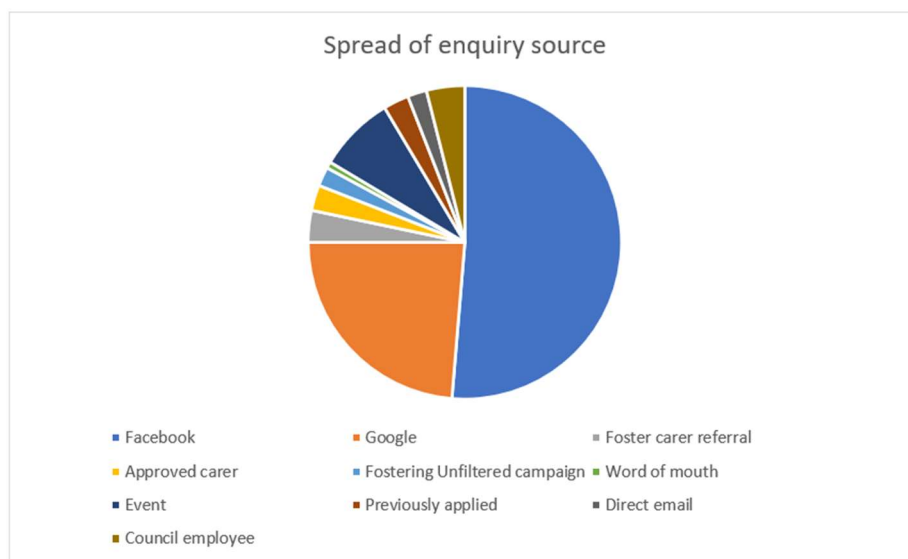
The 3 charts below show the source of each enquiry and those that converted to approvals. Those introduced by other foster carers is by far the most successful with 2 out of 5 being approved (40% conversion rate). Facebook generated most of the enquiries but did not result in approvals. It is good to see 6 Council employees enquiring to foster and of those 2 were approved (33%).

In the coming year there is a plan to consider engaging foster carers in events to which they could bring friends or family and combine an enjoyable evening with a call to foster given evidence suggests foster carer recommendations from those who already foster is the most likely to result in new approvals.

Whilst it is not possible to evidence this, it is likely that the improved financial offer to Bury foster carers has aided with both recruitment of new carers and retention of existing carers.

Breakdown for enquiry source:

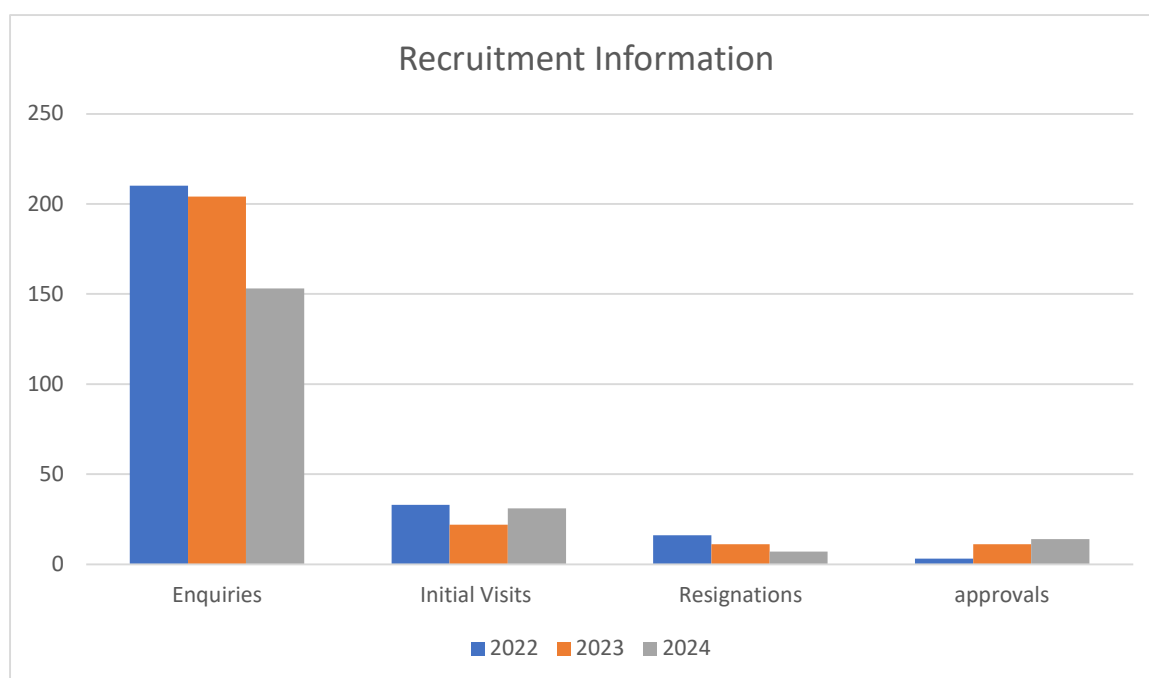
| | |
|-------------------------------|------------|
| Facebook | 78 |
| Google | 36 |
| Foster carer referral | 5 |
| Approved carer | 4 |
| Fostering Unfiltered campaign | 3 |
| Word of mouth | 1 |
| Event | 12 |
| Previously applied | 4 |
| Direct email | 3 |
| Council employee | 6 |
| Total | 152 |

**Conversion for enquiry source:**

| Source | Number | Conversion |
|-------------------------------|--------|---|
| Facebook | 78 | 3 converted to IV, 2 invited to apply following IV. 0 applied. 0 approvals |
| Google | 36 | 12 converted to IV, 11 invited to apply following IV. 6 withdrew before applying. 5 applied. 1 withdrew in Stage 1. 4 progressed to Stage 2. 2 approved and 2 withdrew during Stage 2. |
| Foster carer referral | 5 | 4 converted to IV, all invited to apply following IV. 2 approved. 2 expected to be approved July 2024 |
| Approved carer | 4 | 3 converted to IV, all invited to apply following IV. 1 withdrew at stage 1. 2 approved. |
| Fostering Unfiltered campaign | 3 | 0 to IV |

| | | |
|--------------------|----|--|
| Word of mouth | 1 | 0 conversions |
| Event | 12 | 3 converted to IV, all 3 invited to apply. 0 applied. |
| Previously applied | 4 | 4 converted to IV, all invited to apply. 2 progressed to stage 1 and 2. 1 approved. 1 expected to be approved in July 2024. |
| Direct email | 3 | 0 conversions |
| Council employee | 6 | 2 converted to IV, both invited to apply and progressed to stage 1 and 2. 2 approved. |

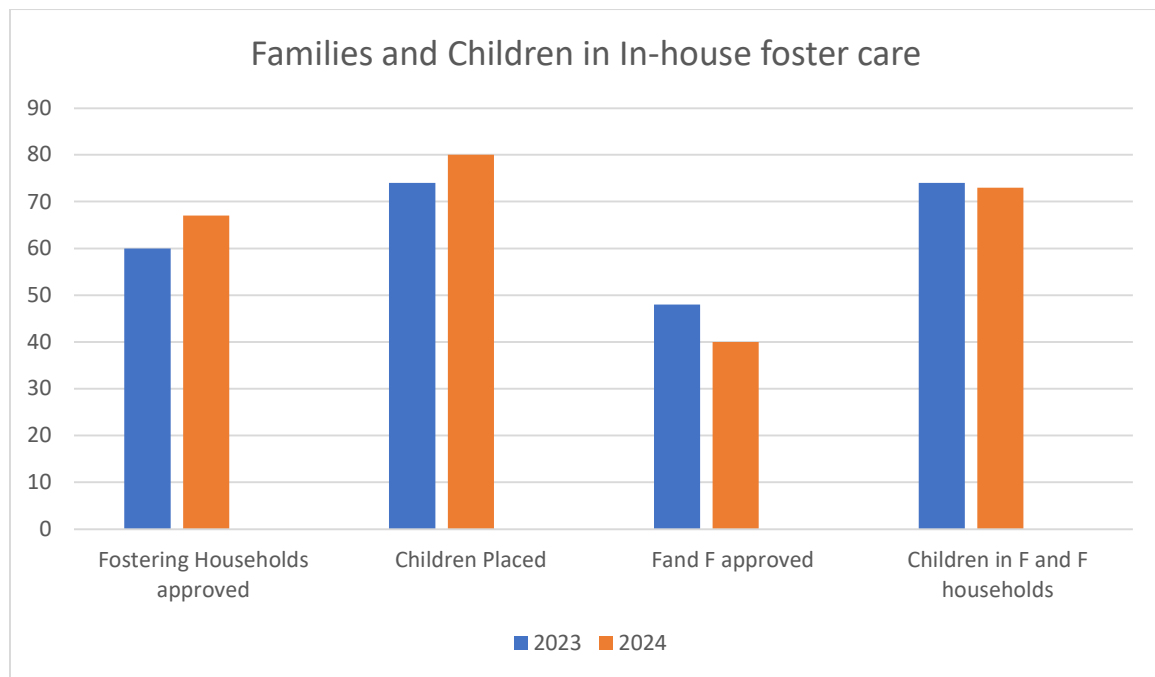
The chart below shows enquiries, initial visits, resignations and approval data for the last 3 years. As can be seen this last year saw less overall enquiry numbers but a much better conversion rate with higher numbers of initial visits and approvals.



The graph below highlights that there has been an increase in the number of approved households this year and due to a low number of resignations this has led to a net increase in fostering households of 7 and an increased number of children placed with Bury families.

Lower numbers of resignations is also positive and the Managers and Head of Service go and see all carers who are expressing dissatisfaction or a desire to cease fostering to address any issues as early as possible.

Connected carer families are not recruited as such and there has been a slightly reduced number of these approved this year compared to last year.



Supported Lodgings Providers

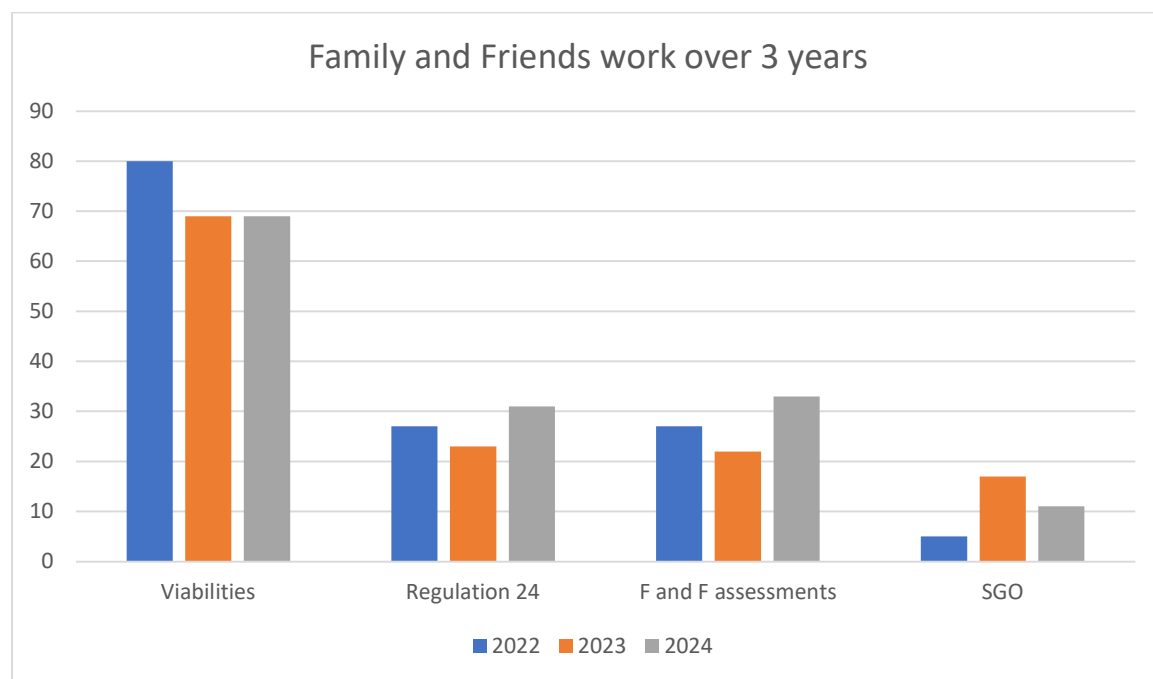
The Fostering Service continue to develop and recruit to the Supported Lodging service, The scheme is overseen by the Team Manager on the Support Team with support from a social worker.

Supported Lodgings provide a placement option for young people who are not ready to move to community based semi-independent living.

On 31st March 2024 there were 4 approved supported lodging carers. In the past year it has also become a requirement for this service to be registered by Ofsted in order to place 16 – 18 year olds and this is awaited.

The scheme is designed to help young people develop life/semi-independence skills by enabling them to experience being part of a supportive living environment. It is anticipated that they can benefit from a level of freedom and responsibility whilst still sharing a home and time with an adult/s who are positive role models.

Connected Carers



The Fostering Service undertakes work with Connected foster carers. These are the extended family members and other connected people with existing or prior relationships with a child. This area of activity continues to be busy with family safeguarding looking to promote placement with families by identifying them early through family group conferencing and supporting them to care for connected children.

This can at time mean identifying more flexibility in our approach and support for the families within fostering assessments to enable our children to have permanence plans with connected carers. There is a North-West Leads forums to share practice, experiences and updates as there is a close working relationship with the legal team and the Fostering Network to support in achieving permanence with connected carers for children.

The recruitment and assessment process differs only slightly from that of general foster carers, but still requires full compliance with the Fostering Regulations 2011.

Training and Retention of Foster Carers

The Fostering Service provides ongoing training for foster carers as required under the Fostering Regulations and the majority of foster carers have completed their Training Standards Development as required under these regulations. Where they have not done so a support worker can offer advice and assistance to ensure this is done. Additional training has been provided throughout the year on a variety of topics including attachment, managing

behaviour, keeping children safe and health needs. The training schedule is set in advance each year for the 12-month period and includes in person and online training. Support groups also continue to run however these are less well attended than focussed training sessions.

All carers are encouraged to attend training in therapeutic parenting including parenting with Pace, Beyond Psychology training in the impact of trauma as it is accepted that children who have experienced trauma require parenting in a particular way.

Where carers struggle to attend or access training then supervising social workers can deliver some of this in person. The extent to which carers are accessing training is reviewed in each supervision and in the annual review.

This year the team have worked hard to keep resignations to a minimum and carers considering retiring or moving agencies are visited by managers and senior managers to try and address any issues or offer additional support. The 7 resignations have all been for personal reasons and not due to concerns about the service. This number is significantly less than in previous years.

Foster Care Annual Reviews

All approved Foster Carers are subject to the fostering review processes to assess their ongoing suitability to continue to foster as set out in Fostering Regulations and Standards. This is also their forum to discuss the review period openly and have an arena to discuss their successes and challenges. Feedback from children, household members and other professionals working within the care planning remit for our children is obtained for these reviews, resulting in the chair of the meeting being able to have a clearer, wider picture of how the review period has been for the carers.

The Fostering Service has one Fostering Independent Reviewing Officer (FIRO) who chairs the foster carer reviews and produces an IRO report with recommendations. Her role is to provide oversight into improving carer compliance, carer and child experiences as well as ongoing practice improvement within the service.

The Fostering Team Manager has held regular meetings with the FIRO to discuss any challenges, significant practise issues as well as improvements to streamline the Fostering Review process. These meetings have been extremely useful and have enabled us to identify key issues to the review process and look at ways to improve this.

In this reporting year a total of 123 Foster Carer Annual Reviews were held.

There were 41 'Mid-point' FIRO discussions.

The FIRO makes a recommendation about the carers continued approval at the annual review meeting. If it is found that foster carers are not fulfilling their role appropriately then the annual reviews can be presented at Bury's Fostering Panel for further scrutiny, oversight and to provide a recommendation about the foster carers suitability to continue to foster.

A FIRO annual and 6-month report exists to inform practise development.

Fostering Panel

The Fostering Panel is an independent body which is required under Fostering Regulations (Regulation 23) and makes recommendations to the Agency Decision Maker (ADM). A stable panel has been maintained in this reporting year which is positive for the service.

The Panel Advisor role is shared between 2 Fostering Team Managers and they work closely with the Panel Chair.

The panel considers all full assessments for applicants, whether these are general or family and friend fostering applications. They also consider first Foster Carer reviews and reviews where there have been allegations or significant changes.

The panel is also notified of all Regulation 24 assessments and considers requests for Regulation 25 extensions to provide the assessing social; workers with an additional 8 weeks to complete the assessments where the emergency approval remains in place. This is used particularly where checks have not been returned in time for panel.

The panel provides a quality assurance role to the Fostering Service. The fostering panel is legally required to oversee the conduct of assessments and to give advice and make recommendations on matters or cases (Regulation 25 (4)). National Minimum Standards 14.2 require that *'Panels provide a quality assurance feedback to the fostering Service provider on the quality of reports being presented to panel'*.

Panels are held twice per month so that delays are kept to a minimum.

All panels have been conducted in person with an option for carers to attend virtually if necessary although people are encouraged to attend in person.

The quoracy for panels is 5 members with specific make up but panel often operates with more. Bury has a core of regular panel members who attend on a rotational basis, and careful skill is used to ensure that there is a balance of expertise, independence, and gender. There are usually six panel members invited to each panel to allow for an emergency occurring on the day. Bury has a strong and committed panel membership which allows for the panel to function very effectively.

Bury's fostering panel is usually scheduled monthly for the year. The fostering 'Agency Panel Advisor' also now also plans the agenda with the administration manager to ensure that sufficient time is allocated for each item two weeks before any panel.

The panel members should be gender balanced and reflect the ethnic diversity of the children needing foster care and their local communities. The Chair and the Agency Advisor have attracted more diverse panel members and in recent months there have been some new appointments who have increased the breadth of experience and diversity. They have also

appointed a new Vice Chair. It is particularly beneficial that there are now 2 care experienced people regularly on the panel including the panel chair.

All panel members receive an annual appraisal and at least one annual training event.

Permanence

Amendments to the Care Planning and Fostering Regulations (2015) have established that long term fostering is a legally defined permanence option for children in care. In Bury the Fostering Service want to offer every child in a foster placement the opportunity to achieve permanence and security. The Fostering Service has committed to work on the processes to permanence, which are now incorporated into its Care Planning procedures, Review Meetings, Fostering Panel functions and the Corporate Parenting 'Permanence Strategy' being developed.

Permanent and long-term placements are considered and managed through a matching process whereby the child's social worker and the foster carers supervising social worker complete comprehensive matching reports which are then presented to a Bury's Permanence Panel. Permanence Panel commenced in June 2020 as an extension of Bury's Fostering Panel provision. Monthly meetings were scheduled throughout the pandemic to ensure there was a focus on children and young people achieving permanence. This change has improved the quality of the long-term matching process and formalised it somewhat, ensuring all views are captured and that the decision making is appropriate. The recommendation of the match heard at panel is agreed by a Strategic Lead or Service Manager. The process of long-term matching provides permanence for children in foster care whilst providing them with a clear sense of belonging to the family they are a part of. In this reporting period there have been 15 children matched to their respective carers at Permanence panel.

The Fostering Service makes an overall contribution to care planning for Bury's Children in Care. All foster carers are subject to regular supervision from a qualified and experienced Supervising Social Worker to ensure care plans are being met effectively and children are and continue to be safeguarded.

Special Guardianship Orders and Support

The numbers of Special Guardianship Orders (SGO) made in 2023/24 has slightly reduced on the previous year provides permanence for children and young people.

May suggest that SGO numbers are stabilising after a number of years of increase year in year.

The service encourages connected carers to apply for an SGO wherever appropriate as this provides stability and permanence for children.

The SGO support service sits under the connected carer Team Manager. This is logical as the carers have often been assessed in that service so the carers are known to that team.

There is an SGO Family Support worker who is very experienced and skilled with a background in education and also qualifications in therapeutic parenting.

The family support worker provides the direct SGO support overseen by an Advanced practitioner. The SGO support service includes training specifically for SGO carers, leading a variety of support groups for SGO carers which include art therapies and undertake assessments of need where appropriate.

In addition Special Guardians can access the fostering training offered to all carers.

Our Family Support Worker whom has a key role in the Post SGO Support has provided a huge amount of support to our Special Guardians and prevented many placements breaking down and the children and young people returning to looked after care.

There is a plan to do some consultation with SGO carers to consider how this service is developed alongside the new guidance from the DfE to improve services for SGO carers.

Support for Bury Children and their Carers

The Fostering Service works closely in partnership with the Care and Support Service (CASS) the Adoption Service and the Safeguarding Teams to ensure children in placement have all their needs met. A Legal Gateway and Resource Panel is held weekly and has acted as a conduit for more integrated planning of placements, this also ensures that appropriate support is provided to ensure placement stability.

To ensure placement stability there is a close and effective working relationship with the Virtual School and all fostered children of statutory school age have a PEP The Virtual Head is very engaged in educating and supporting foster cares and in addressing outstanding educational needs.

All foster carers are provided with the equipment they require when a child is placed, and they are allocated a supervising social worker on their approval. The supervising social worker (SSW) visits to support, oversee and supervise the foster carer to look after the child in placement. The SSW will discuss any issues the foster carer may face in caring for the child; including re-parenting strategies or in respect of moving the child on to adoption, another placement or working for the child to return to their birth family. Additional equipment was provided dependent on need to ensure that carers had

The Foster Care Association

This was reestablished in late Summer 2023 after the previous chair resigned This group is facilitated by the carers themselves and this provides another forum to provide direct feedback to the service and raise any concerns/compliments.

The group regularly invite the Head of Service to their meeting and a chronology of comments and actions is maintained. This has developed into a positive working model between the foster carers, the Association and the Management team.

Placement Stability

The fostering service, along with the children's teams, work proactively to identify issues of placement stability early and then consider what support can be offered to resolve these issues.

Any placement disruption (unplanned end) is a concern for the service, and all unplanned placement endings are subject to a disruption meeting. The process for disruption meetings has recently been reviewed and the Independent Review Team Managers will be chairing these. Learning from these will be analysed every 6 months to ensure themes are addressed and issues addressed.

There is also a process having 'Placement Stability' meetings aimed at supporting placements that are beginning to struggle in an attempt to prevent the disruption.

These meetings are utilised to explore what could be impacting upon potential placement breakdown and what additional support needs there could be to ultimately stabilise a placement. These have been very effective and support stabilising a placement and avoiding breakdown. The final disruption meetings for placement breakdowns ensure that lessons can be learnt for the future. Attendees can be varied to meet the needs of the young person involved,

Fostering Network

All approved Foster Carers in Bury are members of the Fostering Network, and can seek independent, confidential advice and support on fostering matters and legal issues. In addition to this, they have access to an Advice and Mediation Worker. The advice and mediation service offers confidential independent advice and support to foster carers. The advice and mediation worker offers training sessions to foster carers on "Dealing with allegations."

By purchasing this service Bury is acknowledging that foster carers are an essential part of the professional team around the child and recognising that foster carers are uniquely vulnerable and may at times require additional independent support. Although the service's main role is supporting foster carers through allegations, the following examples demonstrate the huge variety of ways in which the advice and mediation service has been used this year:

- Assisting foster carers to reflect on their practice and relationships with local authority staff to ensure the best and safest care for looked-after children. This has resulted in retention of foster carers.

- Assisting foster carers to have their voice clearly heard, both through report writing and representations at the fostering panel and the Independent Review Mechanism Panel (IRM).
- Liaising between authority staff and foster carers where procedures have been unclear or foster carers have been too worried about approaching staff themselves.
- Providing a counselling type service to foster carers to enable them to voice frustrations and concerns, either assisting them in assessing their situations more clearly often avoiding official complaints or clarifying instances where this would be a useful route to follow.
- Providing an information and consultancy service to social work staff. It can be seen that this service assists local authorities in retaining foster carers in these times of an acknowledged national shortage of foster carers, and also, where appropriate, helping to avoid a costly application to the IRM. (*Taken from Fostering Network report 2021*)

Allegations

12 Bury foster carers were referred to the Local Area Designated Officer (LADO) to assist with oversight and investigation into concerns raised by children in foster care. 5 of these were contacts only where the LADO deemed there not to be a role for him.

Of the other 7 (5 households), 2 were connected carers, one was a foster carer but the concern related to another child in her care and 2 were from mainstream foster carers.

Of those 7, 3 were unsubstantiated, 2 unfounded and 2 were substantiated after further investigation.

4 allegations related to physical incidents and the 2 that were substantiated related to emotional abuse by virtue of shouting and making a derogatory comment to a child.

All complaints are followed up with a lesson's learnt process to determine how we can improve services.

None of the carers stopped fostering due to the allegations but 2 of the connected carers are no longer foster carers due to young people moving out.

For all the carers, training was identified as a need to assist them in managing challenges better. The service is considering how more carers are engaged positively in training to equip them to foster.

Complaints and compliments

During the year there were 2 formal complaints made about the fostering service.

One was made by a prospective foster carer who had been in assessment and the process was terminated.

The Head of Service went to see this couple as the complaint was about the decisions of the fostering team manager.

Their concern was about the reason for stopping their assessment and this was complex due to the nature of the information shared with the Local Authority. The couple wanted to feel heard and felt that the way messages had been communicated were insensitive and in that regard there was some acceptance that this did feel insensitive.

Following the complaint being addressed they acknowledged that they had felt heard and appreciated that.

The other is an ongoing complaint made by a Special Guardian and this relates to his need for intervention and assessment and a delay in responding to a stage 1 complaint. This is currently at stage 2.

Independent Review Mechanism

One family (connected carers) decided to appeal the proposal not to approve them as foster carers. This appeal was delayed in being heard and was eventually heard in February 2024 by the IRM. The IRM upheld the local authority view and subsequently the decision was made by the Agency not to approve them as foster carers. There were some points of learning which were taken back to a full team meeting.

Voice of young people in foster care

Young people are consulted as part of each foster carer annual review and as part of any placement disruption meeting. Wherever possible foster carer supervisions include a conversation with the young person placed so that their current views can be recorded. Young people have access to the advocacy service should they wish to pursue this and there are examples of times when areas of contention have been resolved using this service to ensure placements continue.

Young people have recently been involved in the re design of the information leaflet for young people in foster care and the consultation document.

The Head of Service has attended the Children in Care Council to listen to young people's views around foster care issues as they related to the Corporate Parenting Strategy.

Priorities for the coming year

The priorities and aspirations for children and young people in care are:

- Increase the number of Bury foster placements available

- Continued oversight of Permanence Tracking – Fostering Managers attending monthly tracking meetings to ensure children and young people are matched long term to their carers at Bury Matching Panel if this is in line with their care plan.
- To provide placements that achieve timely permanence and security, in particular maximising the number of children who achieve permanence through Special Guardianship.
- Continue to engage with the GMCA work - Greater Manchester Fostering Community of Practice
- Continue Reviewing the training offer to support and equip carers with the skills to meet the varying needs of children, in particular adolescents and to ensure greater uptake of available training by foster carers.
- Increase placement sufficiency to support children and young people to remain within their foster placement post age 18 whenever possible. (Staying Put). Review the Staying Put policy so it is clearer what support carers will receive.
- Complete the Fostering Panel recommendations contained within the fostering panel annual report 2023/24.
- Continue to drive forward quality assurance and practice improvements across the service.
- Continue with successful and innovative ideas for on going foster carer retention
- Continue with monthly groups supervision sessions for staff as well as monthly SW Practice Forums to ensure standards remain consistent and high within the Service.
- Strengthen the reach and impact of the FCA



| | |
|--------------------------------|----------------------------------|
| Classification: Open | Decision Type: Non-Key |
|--------------------------------|----------------------------------|

| | | |
|-------------------|--|--------------------------------|
| Report to: | Cabinet | Date: 04 September 2024 |
| Subject: | Corporate Parenting Strategy 2024-2026 | |
| Report of | Deputy Leader and Cabinet Member for Children and Young People | |

Summary

1. The purpose of this report is for Cabinet to note the Corporate Parenting Strategy that has been approved by the Corporate Parenting Board and sets out how the local authority and partners will fulfil their corporate parenting duties.

Recommendation(s)

2. Cabinet to approve the Bury Corporate Parenting Strategy 2024-2026.

Reasons for recommendation(s)

3. Approval of this Strategy will ensure that the Council has a current strategy in place to influence partnership working and support improved outcomes for our children and young people.

Alternative options considered and rejected

4. No alternatives have been considered. The strategy has been developed in collaboration with young people and partner agencies.

Report Author and Contact Details:

Name: Karen Barrick
Position: Head of Service for Corporate Parenting
Department: Children & Young People
E-mail: K.Barrick@bury.gov.uk

Background

- 5.1 'Corporate Parenting is the term used to refer to the responsibility of the council, to provide the best possible care and protection for children and young people who are 'looked after'. At the core of this responsibility is the moral duty to provide the kind of support that any good parents would provide their own children. This includes enhancing the quality of life of looked after children as well as simply keeping them safe.' - House of Commons Children, Schools and Family Committee March 2009

- 5.2 In February 2018 The Department for Education published Statutory Guidance for Local Authorities for applying Corporate Parenting Principles for children in their care and care leavers. As corporate parents, elected members and council officers have a statutory responsibility for the wellbeing of children in care. Elected members play a large part in holding officers and partners to account as well as being proactive in the corporate parenting role themselves.
- 5.3 This Corporate Parenting strategy describes how the local authority and its partners, such as housing, health services, Police and schools, act as 'responsible parents' to children and young people living within their care. Effective corporate parenting requires everyone involved including elected members, officers, teachers, GP's etc. to recognise their role as corporate parents and understand what they can contribute to enable us to be the best corporate parents we can be to all children and young people in our care.
- 5.4 The strategic priorities in the strategy have been determined by both local and national priorities for children in care and care leavers and through consultation with Bury children and young people. They are:
- i. Strategic Priority One: Supporting engagement and achievement in education, training, and employment.
 - ii. Strategic Priority Two: Ensuring that our children in care and care leavers have stable and secure homes and sufficient support.
 - iii. Strategic Priority Three: Listening and responding to the voice of our children, young people, and care leavers.
 - iv. Strategic Priority Four: Ensuring that our children, young people, and care leavers are healthy and are supported in the physical and emotional wellbeing.
 - v. Strategic Priority Five: Developing a Highly Effective Care Leavers Partnership.

Links with the Corporate Priorities:

The proposal will support key ambitions of the Let's do it strategy:

- A better future for the children of the borough
- A better quality of life
- Building a fairer society that leaves no-one behind

Equality Impact and Considerations:

*Please provide an explanation of the outcome(s) of an initial or full EIA and make **specific reference regarding the protected characteristic of Looked After Children**. Intranet link to EIA documents is [here](#).*

Environmental Impact and Considerations:

Please provide an explanation of the Environmental impact of this decision. Please include the impact on both **Carbon emissions** (contact climate@bury.gov.uk for advice) and **Biodiversity** (contact c.m.wilkinson@bury.gov.uk for advice)

5.

Assessment and Mitigation of Risk:

| Risk / opportunity | Mitigation |
|--------------------|------------|
| | |

Legal Implications:

6. The report complies with 2018 Statutory Guidance and Children Act 1989 obligations issued regarding our corporate parenting obligations.

Financial Implications:

To be completed by the Council's Section 151 Officer.

7. There are no additional financial implications arising directly from this report not already reflected in the council's budget and medium-term financial plan.

Appendices:

Appendix A – Corporate Parenting Strategy 2024-2026.

Background papers:

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

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

| Term | Meaning |
|---------------------|---|
| Corporate Parenting | The term used to refer to the responsibility of the council, to provide the best possible care and protection for children and young people who are 'looked after'. |

This page is intentionally left blank

CORPORATE PARENTING STRATEGY 2024-2026



Table of Contents

| | |
|--|----|
| 1. Introduction..... | 2 |
| 2. Achieving the ambition..... | 4 |
| 3. Our promise to children and young people in care..... | 5 |
| 4. Strategic Priority 1..... | 9 |
| 5. Strategic Priority 2..... | 15 |
| 6. Strategic Priority 3..... | 18 |
| 7. Strategic Priority 4..... | 22 |
| 8. Strategic Priority 5..... | 26 |
| 9. Elected Members Corporate Parenting Responsibilities Strategic Priority | 29 |

1. Introduction

Welcome to the Bury Corporate Parenting Strategy 2024 - 2026.

'Corporate Parenting is the term used to refer to the responsibility of the council, to provide the best possible care and protection for children and young people who are 'looked after'. At the core of this responsibility is the moral duty to provide the kind of support that any good parents would provide their own children. This includes enhancing the quality of life of looked after children as well as simply keeping them safe.'

- House of Commons Children, Schools and Family Committee March 2009

In February 2018 The Department for Education published Statutory Guidance for Local Authorities for applying Corporate Parenting Principles for children in their care and care leavers. As corporate parents, elected members and council officers have a statutory responsibility for the wellbeing of children in care. Elected members play a large part in holding officers and partners to account as well as being proactive in the corporate parenting role themselves.

This Corporate Parenting strategy describes how the local authority and its partners, such as housing, health services, Police and schools, act as 'responsible parents' to children and young people living within their care. Effective corporate parenting requires everyone involved including elected members, officers, teachers, GP's etc. to recognise their role as corporate parents and understand what they can contribute to enable us be the best corporate parents we can be to all children and young people in our care.

When providing a service for our children and young people in care we should always challenge ourselves by asking, 'would this be good enough for my child?'.

It is our responsibility to make sure that children and young people for whom we are responsible feel safe and secure, have stability in their lives, and that they are supported to achieve their full potential and fulfil their ambitions and aspirations.

Our strategy demonstrates our Partnership's commitment to ensuring that the life chances of every child and young person in our care are improved in-line with their peers. This requires us all to be strong advocates to ensure their needs are met in the best way possible, and to prioritise access to our resources.

Our commitment to supporting our children in care is set out within our 'Promise' which details our commitment to children and young people in our care along with and with our Care Leavers 'promise' setting out our commitment to ongoing support.

We are accountable for the delivery of our plan to:

- Children in our Care Council (children looked after)
- Bury Corporate Parenting Board
- Bury Scrutiny Board

Whilst set out as a three year strategy, delivery will be supported through a series of live action plans that are driven within specific priority theme groups led by partners/officers and supported by elected member champions.

The strategic priorities in our strategy have been determined by both local and national priorities for children in care and care leavers and through consultation with Bury children and young people.

They are:

1. Supporting engagement and achievement in education, training, and employment.
2. Ensuring that our children in care and care leavers have stable and secure homes and sufficient support.
3. Listening and responding to the voice of our children, young people, and care leavers.
4. Ensuring that our children, young people, and care leavers are healthy and are supported in the physical and emotional wellbeing.
5. Developing a Highly Effective Care Leavers Partnership.

2. Achieving the ambition

We will achieve our ambitions through:

- Strong leadership and robust performance management.
- Maintaining the engagement and involvement of children, young people and care leavers in developing and implementing our strategy.
- Inclusive and effective partnership working across Bury Council with support from identified elected members.

3. Our promise to children and young people in care

We promise:

- We will tell you why you are in care and help you to understand these reasons, we will keep explaining this as you grow.
- We will keep you safe both physically and emotionally.
- We help you to access all the money you are eligible to receive so that you have the same financial opportunities as children and young people not in care.
- We will listen to your wishes and feelings and respond to what you have said with a full and reasonable explanation.
- We will make decisions together with you and not simply decide things for you without discussion.
- We will be honest with you about what is possible. We will not commit to promises that we cannot keep.
- We will strive to provide you with as many opportunities as possible to help to give you the best possible chances in your future career and in fulfilling your aspirations.
- If it's suitable and safe, we will support you to return to your birth family. If this is not possible, we will explain the reasons why. We will continue to offer you support after you have moved back to birth family.
- Where possible and appropriate, we will always endeavour to place you with your siblings. If this is not possible, we will explain the reasons why not.
- We will ensure that you have a safe place to live with people who care about you for as long as you need it.
- We will ensure that the foster carers, key workers and professionals where you live are well supported and well trained to ensure they are able to support you and help you access all possible experiences and opportunities available.
- We will make sure you have access to good quality accommodation when you leave care that we would be happy to live in ourselves.
- We will give you access to an advocate who can support you to have your voice heard.

- If you want to we will ensure you are able to have as much contact with your family and friends as is possible and will continue to negotiate with you about this.
- We will support you in your education for as long as you want to continue learning. We will ensure that your teachers are aware of how they can help you and ensure they empathise with your situation and act as your advocates in your learning.
- We will challenge what we believe to be unfair exclusions and where we believe your teachers are not supporting you well enough or setting appropriate targets needed to help you achieve your full potential.
- We will seek to provide opportunities for work experience and apprenticeships as well as jobs and training, using our influence and resources as a major employer in the Borough including giving you access to high quality careers advice and guidance.
- We will support you to pursue your passions and take part in hobbies and clubs outside of school wherever possible.
- We will make you aware of your rights as Children and Young People in Care.
- We will support you with any health concerns.
- We will ensure that all members of Bury Council understand their responsibility to care about you, understand your needs and empower you as we would our own children. We will report this to you via the Corporate Parenting Board, Newsletters, CiCC and Care Leavers Forum.
- We recognise that changes in your social worker is disruptive. We will therefore strive keep changes in Social Worker to a minimum. When changes are necessary, we will do our best to ensure your old social worker introduces you to your new social worker.
- We will involve young people in your situation in the training of staff who support you so that they understand your point of view.
- We will protect your privacy and only share information that is necessary and will always speak with you about what we are sharing and why.

In delivering our strategy we will ensure that the local authority and all our partners have regards when exercising their functions:

- To act in the best interests, and promote the physical and mental health and wellbeing, of those children and young people.
- To encourage those children and young people to express their views, wishes and feelings.
- To take into account the views, wishes and feelings of those children and young people.
- To help those children and young people gain access to, and make the best use of, services provided by the local authority and its relevant partners.
- To promote high aspirations, and seek to secure the best outcomes, for those children and young people.
- For those children and young people to be safe, and for stability in their home lives, relationships and education or work; and
- To prepare those children and young people for adulthood and independent living.

Corporate Parenting Oversight

Corporate Parenting is the term used to describe the responsibility of local authorities towards children and young people in care.

Corporate Parenting emphasises the collective responsibility of the local authority and its partners to achieve 'good parenting' for all children in care.

Corporate Parenting is not the sole responsibility of the children's social work services. It is the responsibility of the whole council, including councillors, our health service, and other partners.

'Good parenting' includes ensuring the child / young person's health, wellbeing, and safety as well as things like succeeding in school or other hobbies and interests based on their individual abilities and aspirations.

All Elected Members automatically hold Corporate Parenting Responsibilities. There are many different ways in which Elected Members can promote their Corporate Parenting responsibilities. A summary of elected Members' Corporate Parenting responsibilities can be found towards the end of this strategy document.

Governance Arrangements

The Corporate Parenting Board provides a leadership role by championing the specific needs of children and young people who are, or have been, looked after by the local authority. It does this through working with all elected members, officers within the Council, with colleagues from partner agencies and with children and young people. This is done by overseeing the work undertaken in specific services to ensure a corporate approach is being taken from a range of Council departments and agencies and ensure that the services support children that are or have been looked after to have the full benefit of the widest possible resources to support successful outcomes.

Democratic Involvement and Accountability

The Corporate Parenting Board is able to refer matters for, and provide information to, the Children's Services Scrutiny Board. Minutes of the board will be available to the Bury Children's Safeguarding Partnership for review and action where needed.

4. Strategic Priority 1

Looking after learning: supporting engagement and achievement in education, training, and employment.

Vision

Parents want their children to have the best start in life and to reach their full potential. Bury is an ambitious Local Authority for all its children and young people and, like any good parent, has especially high aspirations for the children in our care.

Our vision is to ensure that all aspects of learning, from early childhood development to preparation for adulthood and independence, are a top priority for all those involved in the lives of our children and young people. We want to ensure they can learn and develop, attend, and engage, attain and achieve at every stage of their learning journey from their earliest years to school, to further and higher education and go on to benefit from the excellent opportunities for work experience, training, apprenticeships and employment in a borough with a strong economy that's also vibrant, compassionate and caring.

As leaders responsible for ensuring that the local authority discharges its duty to promote the educational achievement of their looked-after children, the Chief Executive of the Council, the Lead Member for Children and Families and the Director of Children's Services will ensure that top priority is given to creating a culture of high educational aspirations for looked-after children and care leavers across the council and its partners.

What is the Challenge?

Although the landscape for care-experienced young people is challenging at both a local and national level, there is much to celebrate for Bury's young people. Our 16 and 17 year olds consistently sustain rates of Education, Employment and Training at over 85%, which is above national average, and our Progress 8 outcomes for GCSE are consistently in line with or better than national for children in care.

We work creatively and innovatively to support our young people, including bespoke transition support at Year 6 and Year 11, extensive use of Pupil Premium to fund tuition and mentoring and our "Aim Higher" programme which includes our pledge that all our

young people who wish to experience university before the age of 18 will be supported to visit. We work closely with our schools to develop trauma-informed practice and have a rich, comprehensive training offer.

As for many local authorities, there remain some areas where we have not realised the outcomes we aspire to and the work of the corporate parenting board seeks to address these areas as we strive to be the best LA we can be for this most important group of children and young people.

Key challenges are:

- Rates of persistent absence for the cohort
- School stability and in-year school moves
- Our outcomes at Key Stage Two are not in line with national for CLA
- Children with identified SEND do least well
- The link between well-being and learning: there is a strong correlation to poor outcomes for young people who have an elevated score in their strengths and difficulties questionnaire (SDQ – a scaling tool to measure young people's well-being) and those have not had a SDQ questionnaire completed
- Supporting positive, planned transitions in both care and education as they are so intrinsically linked
- Ensuring the voice of young people is clear and evident in personal education plans so they experience a sense of agency and investment in their learning journey
- Young people transitioning to care leaver status, adulthood and independence with secure EET outcomes and pathways post-18 that reflect their potential

What will we do?

All aspects of the statutory duty to promote the education of looked after children and care leavers will align to three priority corporate parenting principles: to promote high aspirations and seek to secure the best outcomes for children and young people; for children and young people to be safe, and for stability in their home lives, relationships and education or work; and to prepare those children and young people for adulthood and independent living.

All aspects of this work start with, and depend on, the knowledge and skills of the workforce in bringing our corporate parenting duties to life through practice. In addition, having a high quality and effective personal education plan (PEP) is the vehicle through which we deliver improved outcomes.

- Deliver a targeted training and CPD across all corporate parenting roles including members of the board, social care child protection and looked after teams, IROs, residential teams, care leaver services and personal advisers, foster carers and supervising social workers, kinship care and SGO teams, designated teachers and school governors and report to the board on the themes/content and the coverage and uptake.
- Continue to focus on the theme of 'transition': starting school in Reception, moving to high school, moving into post-16, leaving statutory engagement in education, training and employment, leaving care, changing care placements and changing schools, leaving a secure children's home, returning to live with family etc.
- Build capacity and skills across schools and services by investing in intensive training and development in practice and provision around the impact of relational loss, trauma and attachment so that children's social, emotional and mental health needs can be identified and understood in the context of their care and education so that this is not a barrier to their attainment and progress.
- Develop a shared/multi-agency process for quality assuring PEPs, commensurate with an overview of the child's provision, where children have other significant vulnerabilities e.g., those at risk of criminal exploitation, those who are the highest attainers and at risk of not achieving their potential, those who have score highly on their SDQ or don't have an SDQ etc.
- Ensure that quality PEPs reflect the early identification of SEND and evidence the graduated approach, securing effective and inclusive practice in schools and settings.

- Ensure that SDQs and other measures of well-being inform quality PEPs to address the social, emotional and mental health needs of our young people.
- Ensure that quality PEPs reflect and celebrate the achievements of our young people and show how they are enjoying learning and having fun.
- Ensure that young people's voice is a quality measure in PEP completion.
- Strengthen the quality and visibility of careers education, information and guidance in PEPs at every age and stage.
- Harness the breadth of potential opportunities that could be offered by the Council in supporting work experience and employment for looked after children and care leavers.

What success will look like?

| Outcome Statement | Outcome Measure |
|--|--|
| The Virtual School priority development plan and annual report | Existence of action plan |
| Children will be making at least if not better than expected progress across the range of statutory measures | EYFS, KS2 and KS4 outcomes and measures of in-year progress |
| Children Looked After will be attending and engaging in education, training, and employment from 3 - 18 | % CLA persistently absent % CLA with at least one Suspension % CLA and Care Leavers NEET in years 12 and 13 % CLA and Care Leavers participating in work experience |
| All CLA will have access to a full-time school offer | No. of children on part time timetable No. children awaiting a school place |
| All CLA on school roll within 20 days of a placement move that has been identified as being best placed to meet their needs | No. of children not on a school roll No. children in school/setting not appropriate to their needs |
| CLA will attend schools that are Good or Outstanding or where not the case the school has been identified as being best placed to meet their needs | % children attending good or outstanding schools |

| | |
|---|--|
| <p>All children in care have a high-quality personal education plan and pathway plan that sets out how they will be supported to achieve their potential at every age and stage</p> | <p>% children aged 3-18 who have a PEP</p> <p>% of children who have a PEP completed within 20 working days of placement</p> <p>% children who have a quality pathway plan that reflects their goals and ambitions</p> |
| <p>CLA and CL will be supported to access higher education opportunities</p> <p>Bury will increase the number of care experienced students accessing higher education</p> | <p>No. of Care Leavers accessing graduate and post graduate courses from 18-25</p> |
| <p>Children in care and care leavers will have their SEMH needs understood and addressed in their PEPs</p> | <p>% Strengths and Difficulties Questionnaires completed</p> <p>% PEPs with Strengths and Difficulties</p> <p>Questionnaires scores included</p> |

Key Partners for this strategic priority are:

- Virtual School
- Schools
- SEND team
- Social work: Safeguarding and CASS teams
- Fostering, Kinship and Special Guardianship Order (SGO) Services
- Residential Services
- Care Leavers Service
- Independent Reviewing Officer (IRO) Service

5. Strategic Priority 2

Ensuring that our children in care and care leavers have stable homes and secure support.

Vision

Bury children will be supported to live within families. When they require local authority care, we will provide a range of fostering placements to meet children's needs and, where necessary have access to residential care placements suitable to meet the needs of children.

Bury children will be cared for whenever possible within Bury ensuring that they can remain close to friends and family, attend the same school and minimising the need for external placements.

Changes in placements will be planned with children and will take place in a predictable and measured way.

What is the challenge?

The demands on Local Authorities in respect of ensuring that they have sufficient placements to meet the needs of our children is increasing with a national rise in the numbers of children in care. This places demands on placement sufficiency both within and outside of the Council. Placements for older children and children with complex behaviour are especially hard to find.

Leaving care provision needs to be more varied to meet the needs to all young people leaving care. Inappropriate housing situations can affect every aspect of a young person's life in an adverse way.

What more can we do/what will we do:

- Ensure that we consider sufficiency annually and build this into our commissioning and foster care recruitment activity.
- Where we have known pressures – develop a business case for the evolution of new provision.
- Audit the circumstances of children who have experienced an unplanned placement end and ensure disruption meetings happen in a timely way.
- Develop definition of fragile placements and a process to respond. Develop a specific placement support offer (people, programmes, approach) and deploy to fragile placements.
- Continue to work with other Greater Manchester Local Authorities to increase capacity across the region in fostering and residential care.
- Expand the range of housing options available to young people leaving care.

What success will look like?

| Outcome Statement | Outcome Measure |
|---|---|
| We will respond effectively to placements at risk of breakdown | <p>Clear definition of fragile placements</p> <p>Reduction in short notice placement moves.</p> <p>Reduction in children with more than one placement</p> <p>Clear offer of support to fragile placements</p> |
| Children will be able to 'stay put' or 'stay close' to their placement on becoming a care leaver | <p>% of young people staying put</p> <p>% young people staying close</p> |
| Increase the number of Local Authority foster carers | Enquiry to assessment to approval and overall numbers of foster carers |
| The Quality of care provided by our foster carers will equip our children to reach their full potential | No. of foster carers accessing training and able to manage more complex placements. |

Key Partners for this strategic priority are:

- Health Services
- Children's Commissioning Service
- Health Commissioning Service
- Children looked after social work teams.
- Foster Carers and Fostering Service
- Bury Housing
- Independent Placement Providers
- Greater Manchester Combined Authority

6. Strategic Priority 3

Listening and responding to the voice of our children, young people, and care leavers.

Vision

Children, young people, and care leavers are supported to express their views, wishes and feelings and that their views, wishes and feelings are taken into account when decisions are made that affect their lives. We will work in partnership with children, young people, and care leavers to ensure they have a voice and influence over the design, delivery and review of the services that are provided to them.

What is the challenge?

- To support staff to improve their skills and confidence in finding ways to help children, young people and care leavers express their views, wishes and feelings, and have an influence in decisions which affect their lives.
- To develop a range of approaches that enable children, young people, and care leavers to work in partnership with senior leaders and services to influence priorities, policy and practice.

What we will do:

Through this priority we will ensure we continue to provide advice, guidance and training for social care staff and further develop a youth voice model that enables children, young people and care leavers to share their ideas, issues and experiences with decision makers and evidence how their views have influenced service improvement. Our approach will include:

- Work in partnership with managers and staff on voice and influence projects and provide advice and guidance to social care staff and external partners to enable the voice and influence of children, young people and care leavers to influence service improvement.
- Deliver Voice of the Child briefings for social care students and staff.
- Facilitate ongoing 'Where's the Ketchup' Training which will be delivered by care experienced young people for elected members, corporate parenting board, social care staff and foster carers.
- Support young people in care and care leavers to deliver training for foster carers as part of the skills for foster programme.
- Train and support youth representatives to be members of the Corporate Parenting Board and to Chair the meeting.
- Regular meetings between the Council's Lead of Corporate Parenting and the Children in Care and Care leavers Council to ensure that the voice of young people influences all service developments that affect them.
- Supporting care experienced young people to participate in the recruitment and selection of senior social care staff and the commissioning panels of social care services.
- Produce six monthly voice of the child in social care voice and influence reports which highlight key issues raised by young people and care leavers and demonstrate good practice from across the service. The reports will be shared with the corporate parenting board and include updates on promise issues raised and complaints made by children, young people and care leavers.

What success will look like?

| Outcome Statement | Outcome Measure |
|--|--|
| Staff feel confident in supporting children, young people, and care leavers to express their views, wishes and feelings and are aware of what qualities and behaviours young people feel make a good social worker. | <p>% of staff who feedback that they feel more confident in supporting CYP and care leavers to express their views wishes and feelings.</p> <p>(evaluation completed at end of training by participants)</p> |
| Children, young people and care leavers thoughts, wishes and feelings are central to their plans developed by services | <p>% children and young people's plans that evidence that the child has been meaningfully involved in their</p> <p>development and review</p> <p>(IRO data collected quarterly)</p> |
| Priorities raised by young people and care leavers are included within corporate parenting operational group lead plans and leads work in partnership with Children in Care Council and Care Leavers to improve services | <p>Examples of how corporate parenting operational group leads are listening to the views and priorities of CYP and working in partnership with the Have a Voice Council and Care Leavers Council are evidenced in the six monthly voice and influence reports and from updates presented at Corporate Parenting Board by lead staff at themed meetings.</p> |

Key Partners for this strategic priority are:

- Children in Care Council
- Care Leavers Voice and Influence
- Bury Childrens Rights
- IRO Service
- Care Leavers Service
- Looked After Childrens Teams
- Virtual School

7. Strategic Priority 4

Ensuring that our children, young people and care leavers are healthy and are supported in their physical and emotional wellbeing.

Vision

In Bury, we want our children to be happy and healthy both physically and emotionally, and to be safe and protected from harm and exploitation. We want them to be supported to become successful independent adults who can thrive, manage their own health needs, seek support when needed and be able to achieve their potential in life.

Areas of focus?

Children who enter care, or are care experienced, often encounter physical and emotional health difficulties due to their early life experiences. This, alongside, where they live (type of housing), access to services and how they are treated – especially in the early part of their life, can amplify the risks of health inequalities. Children and young people who are care experienced are more likely to develop problems with their mental health and suffer health inequalities if they have faced one or more of the following, with risk increasing as more are experienced: the child young person is in the care system or care experienced; they are new to the country and asylum seekers; they have experienced trauma; they are excluded from school; they have special education needs; they live in poverty; or they have experienced the youth justice system.

The effect of poor physical and mental health and health inequalities impacts throughout people's lives and is strongly linked to their ability to achieve and attain within education, their employment opportunities, and their overall quality of life.

What our children say:

In Bury, many of our children feel that they know how to keep themselves healthy and who can help them with their physical health needs, but that they want more support with their mental health needs.

They also tell us they are concerned with waiting times for therapy or emotional health support and that they want to feel listened to during appointments and not have to repeat their stories to multiple professionals.

They also want professionals who work with them, to have a better understanding of trauma.

Our Care Leavers tell us they want accessible information to support them in accessing services as adults and better access to dental services.

How we will achieve this and measure our success:

| Outcome Statement | Outcome Measure |
|--|--|
| <p>All children in care will receive timely Initial and Review health assessments to ensure their health needs are appropriately identified and managed.</p> <p>Children and young people will have access to Dental Care</p> | <p>Consent to be provided by the appropriate social worker to the health team within 5 working days of child/young person coming into care to enable initial health assessment to be completed within 20 working days. Health assessment timeliness will then be monitored monthly via the Health Team Performance Report.</p> <p>All children in care will receive the appropriate immunisations.</p> <p>All children in care will have access to a dentist via the dental access scheme.</p> |
| <p>The health needs of our Children in Care and Care Leavers cohort will be better understood.</p> <p>We advocate for improved access to health services, including dental and eye care, and mental health, that considers the lived experience of young people.</p> | <p>A health needs analysis for our Children in Care and Care Leavers will be completed in 2024 Q1 and the results will help shape the service offer as set out below.</p> <p>A Survey Monkey will be developed, and the responses will be reviewed to identify gaps in support currently provided. Padlets will be developed for these areas. This will be a continuous cycle of consultation and review.</p> <p>The Specialist Nurse for Looked after Children and Care Leavers will provide a monthly Care Leaver Drop in – with themed sessions as required.</p> <p>All Care Leavers will receive a Health Summary.</p> <p>Care leavers will be aware of the support offer from their leaving care team and feel confident to access it. Care leavers will feel confident in taking</p> |

| | |
|--|---|
| | ownership of managing their health and wellbeing. Care leavers will know how to access healthcare and mental health support as and when they might need it. |
| For children and young people in care to be supported to have improving emotional and mental health and wellbeing. We want to be assured that the SDQ is informing care, education planning and support for our children and young people as per guidance. | <p>All children in care will have access to timely intervention with CAMHS if/ when required.</p> <p>Children in care and the people who support them will have access to specialist mental health support teams.</p> <p>SDQs will be completed during review health assessments, as part of a full emotional health and well-being review.</p> |
| We are committed to help young people, and their foster carers and PAs, understand mental health and wellbeing. | Training, advice and guidance will be developed and offered to key teams, such as “My Stressed Out Brain” and Trauma and attachment training. |

8. Strategic Priority 5

Developing a Highly Effective Care Leavers Partnership.

Vision

The vision is to successfully support young people transitioning from care to independence. This involves providing high-quality care through collaboration with various partners. Corporate parenting responsibilities will be understood by all Bury Council partners, and the Care Leaver Offer will clearly outline the support and services entitled to care leavers.

What is the challenge?

- Emotional Health of Care leavers.
- Need to be ambitious for our children's future.
- Care leavers need to feel supported and that they can access support readily and easily.
- Children in care need to be allocated a PA from the age of 16 to help in managing their anxieties about the future.
- The range of suitable accommodation needs to be extended.

What we will do:

- Develop a comprehensive hub of services in partnership with various organizations to provide a "one-stop shop" for care leavers.
- Socialisation and Support: Ensure the hub offers socialization opportunities, support, information, advice, and guidance.
- Accommodation: Collaborate with Bury Housing and develop a guarantor scheme to provide suitable accommodation for young people.
- Accommodation Policy: Create a Care Leavers Accommodation policy in partnership with Bury Housing.
- Promote Staying Put: Encourage staying put arrangements for more young people in foster care who reach 18.

- Engagement: Increase participation and engagement with care leavers to strengthen partnerships.
- Communication: Enhance social media and website communication to align with care leavers' preferences.
- Education and Employment Support: The Care Leavers EET workers will assist care leavers in accessing education, employment, and training, supporting their long-term engagement.

What success will look like?

| Outcome Statement | Outcome Measure |
|--|---|
| Care leavers are in touch and receiving services. | 100% of care leavers in touch with their PA every 8 weeks |
| Care leavers are supported to develop meaningful plans to help them prepare for the future | 100% care leavers with and up to date pathway plan |
| Care leavers understand their Pathway Plans and find them useful | Feedback from young people at leaving care review and through Interactive File Audits |
| Have somewhere safe to live after they leave care | 100% Care leavers in suitable accommodation |
| Care leavers report they feel supported to achieve their personal goals | Pathway Plan reviews evidence good progress and pride at achieving personal goals |

| | |
|--|---|
| Fewer children of Care Leavers have statutory social work involvement, fewer pre-birth assessments are undertaken. | <ul style="list-style-type: none"> • Liquid Logic reports to evidence a change in referral patterns for care leavers and their families. • Care Leavers Forum feedback experiences of positive support. |
| More Care Leavers are engaged in education or employment opportunities. | <ul style="list-style-type: none"> • Liquid Logic reports evidence of increased EET • Pathway plans evidence progress and outcomes |

Key Partners for this strategic priority are:

- Children in Care Council
- Care Leavers Forum
- Children looked after and social work teams
- Fostering Service
- Employment and Skills Service
- Public Health / Health services
- Housing
- Third sector partners
- Corporate Business Partners

9. Elected Members Corporate Parenting Responsibilities

All Elected Members automatically hold Corporate Parenting Responsibilities. There are many different ways in which Elected Members can promote their Corporate Parenting responsibilities.

Children's Social Work Services will support Elected Members in understanding their role as Corporate Parent through providing training sessions as a key part of the induction for all Councillors.

Effective Corporate Parents:

- Have a clear understanding and awareness of the issues for children looked after and care leavers in the authority area including those placed out of area.
- Are able to ask questions and constructively challenge outcomes for children looked after and care leavers.
- Have effective communication with children looked after and care leavers and their services.
- Ensure that children and young people have a say in how decisions are made about the services that affect them and that they are able to influence those decisions positively.
- Ensure that they are familiar with our 'Promise' and challenge whether the Council, as corporate parent, is keeping the promise.
- Ask how all elements of council business and change have an impact for children looked after.
- Make connections and links between council plans, strategies and decision-making impacting on children looked after and care leavers.
- Consistently ask in decision making and meetings impacting on children looked after 'Would this be good enough for my own child?'



| | |
|--------------------------------|----------------------------------|
| Classification: Open | Decision Type: Non-Key |
|--------------------------------|----------------------------------|

| | | |
|-------------------|--|--------------------------------|
| Report to: | Cabinet | Date: 04 September 2024 |
| Subject: | Bury Local Area SEND response to local area inspection | |
| Report of | Deputy Leader and Cabinet Member for Children and Young People | |

Summary

1. Between the 12th and 16th February, Bury's local area SEND services were inspected by the Care Quality Commission and Ofsted. The inspection team identified widespread, systemic failings in services and highlighted the challenge that we need to do more to improve the outcomes of children and young people with special educational needs.

The inspection identifies 6 priority actions which Bury Council and NHS Greater Manchester ICB are jointly responsible for, along with 3 areas for improvement. As a result of the inspection outcome, the local authority will be issued with an Improvement Notice, and we will be subject to monitoring visits followed by a re-inspection in approximately 18 months.

Recommendation(s)

2. Cabinet is asked to note the findings of the local area inspection and the Priority Impact Plan.
3. Cabinet to note -
 - A review is being conducted of Educational Psychology Services, and Cabinet will receive this update via a separate report.
 - A comprehensive and effective Outreach offer is being reviewed and co-designed, in accordance with current capacity to determine service delivery that is aligned with our strategic objectives, and which addresses our challenges. This service has recently been restructured and is considered sufficient at this time.
 - Further exploration of the Liquid Logic SEND Portal is required to establish functionality and efficiencies and consider how it can support our identified issues. Data cleansing is currently underway to migrate the information to the data system and the anticipated timeframe for completion is December 2024.
 - The SEND Assessment and Review Team comprises of staff with varying knowledge, experience and skills. There is a need for a core programme of training and development to support Continued Professional Development (CPD) and improve service delivery.

4. Cabinet is asked to approve the proposals in respect of the additional capacity required to deliver on the Local Area SEND Partnership Priority Impact Plan and Project Safety Valve (PSV) Agreement:
 - a. Additional capacity in the SEND Service – paragraph 11.5
 - b. Designated Social Care Officer (DSCO) – paragraph 11.9
 - c. Training costs – paragraph 11.6
 - d. Project management – paragraph 12

Reasons for recommendation(s)

3. To ensure Cabinet Members are sighted on progress of SEND improvement activity following our local area inspection.
4. To ensure that the SEND Service can deliver on Local Area SEND Partnership Priority Impact Plan, PSV Action Plan and meet the expectations of DfE, Ofsted and CQC as part of their ongoing monitoring arrangements.
5. To ensure compliance with the Education, Health and Care Needs Assessment, in accordance with the Childrens & Families Act 2014, SEND Regulations 2014 and the SEND Code of Practice 2014.

Alternative options considered and rejected.

6. Not applicable.

Report Author and Contact Details:

Name: Wendy Young
Position: Head of Service – Inclusion & SEND
Department: Children & Young People
E-mail: w.young@bury.gov.uk

7. Background

In January 2023, Ofsted & CQC launched an updated inspection framework in relation to local area SEND inspections.

The scope of the inspection:

- Extent to which local area partnership arrangements ensure children and young people's needs are identified and assessed correctly, with participation from families in the decision making, leading to them receiving the right help at the right time and are well prepared for their next steps, achieve strong outcomes and are valued and visible in their communities.
- How the local area partners work together to plan and evaluate the SEND system, including the extent to which leaders are ambitious for children and young people with SEND, actively engage with children and families, have an accurate and shared understanding of local need, commission and plan services to meet these needs, evaluate services and create an environment in which effective multi-agency practice can flourish

There are 3 possible outcomes to a local area inspection:

- 1) The local area partnership's SEND arrangements typically lead to positive experiences and outcomes for children and young people with SEND. The local area partnership is taking action where improvements are needed.
- 2) The local area partnership's arrangements lead to inconsistent experiences and outcomes for children and young people with SEND. The local area partnership must work jointly to make improvements.
- 3) There are widespread and/or systemic failings leading to significant concerns about the experiences and outcomes of children and young people with SEND, which the local area partnership must address urgently.

The inspection framework is also more closely aligned to the ILACS framework, for example:

- Local areas are subject to judgement inspections every 5 years
- Where weaknesses have been identified (or if there are serious concerns), monitoring visits will take place
- Annual engagement meetings between Ofsted and the local area, which will include a review of our self-evaluation (SEF)
- Thematic visits

Of the 35 inspection reports published so far under the 2023 inspection framework, 10 have been found to provide positive experiences, 15 inconsistent experiences and 10 have had systemic failings. There have been 6 inspections in the North West region – 3 were found to have inconsistent experiences (Warrington, Trafford & Blackpool) and 3 had systemic failings (Oldham, Halton & Bury).

8. Priority Action Plan

As a result of the inspection outcome, the Bury local area was required to produce a Priority Action Plan, which we are locally referring to as our Priority Impact Plan (PIP).

The PIP will by default will become the main strategic plan for SEND, setting out what needs to be delivered in the next 18-24 months with key milestones and key performance indicators.

Co-production has been central to our approach in the development of our PIP. We have made every effort to co-produce this with stakeholders, including parents and carers, however our methods of co-production in this instance have not been as measured nor inclusive as we would normally strive for due to the speed at which the plan has needed to be delivered (deadline for submission was within 5 weeks of the report being published). Timescales have proved challenging, including for our parent carer forum who have been fully committed and engaged in the process and have given up significant chunks of time over the 5-week period to ensure their views and lived experience shaped the plan.

A working group was formed to include key stakeholders from across the local area including our parent carer forum Bury2Gether, representatives from schools and colleges, Council, local Integrated Care Board (ICB), Virtual School, Pennine Care Foundation Trust, our SEND Youth Ambassador and our independent Chair of our SEND Improvement & Assurance Board.

Two workshops were held where we:

- agreed the values and principles which we felt were important in how we worked together, this included curiosity, courage, commitment, confidentiality, confidence and creativity.
- agreed the structure of the priority plan – what was important for us to capture?
- reflected on the priority actions and areas for improvement and through group activity, collected ideas and feedback for the actions needed in each section of the plan.

Following the workshops, we held two further development sessions and included our DfE and NHSE Advisers, to broaden the scope of the feedback. Our Parent Carer Forum (PCF) Bury2Gether have been committed and engaged, present at every workshop and action planning meeting and have provided detailed feedback at every step. To ensure all parents and families have had opportunity to provide feedback, we shared a draft, working copy of the plan on our Local Offer and invited feedback from all stakeholders through an online form.

Our SEND Youth Ambassador and Inclusion Advocate engaged with our children and young people in different group sessions, including:

- Millwood Primary School's school council
- Bury's SEND Youth Voice Network
- Wicked Wednesdays SEND Youth Club
- Bury's Children in Care Council
- Bury's Youth Cabinet

There are parts of the revised Project Safety Valve agreement (agreed in January 2024) that currently sit outside the PIP – particularly the development of new local specialist provision - and we are considering how best to communicate the synergy of the two interventions in our governance arrangements (see below).

As detailed within our Priority Impact Plan, we are also reviewing our performance reporting around SEND improvement so while headline key performance indicators have been included, there will be a more detailed and robust dataset that will be reported into the SEND Improvement & Assurance Board.

The first action with our Priority Impact Plan is to distil the local area SEND Strategy taking a 'Plan on a page' approach, co-producing this with our parents, carers and young people. This will be written to and for our children, young people and families and will clearly set out the strategy we have taken in Bury in the last 18-24 months which has been to improve early identification and support, improve the availability of resources and improve access to services (including reducing waiting times). We intend to complete this work in draft in June and fully launch in September. A review of the SEND system communications and new Communications Strategy is also a key action within the plan.

The Priority Impact Plan was submitted to Ofsted & CQC for approval on 7th June 2024. On 21st June 2024, Ofsted confirmed (on behalf of Ofsted and CQC) that the plan has been reviewed and meets the criteria set out within the Area SEND inspections framework and handbook, which also sets out the requirement for us to publish the plan within 5 working days. The plan was published on our local offer on 25th June 2024.

Support for the delivery of the Priority Impact Plan will require some additional investment by the council and the ICB – this will support the programme management and governance (see below), but also additional capacity to address some of the critical deficits identified in the report, such as the number of EHCPs reviewed and amended each year.

9. Governance arrangements

The newly formed SEND Improvement & Assurance Board (SIAB) is accountable to the Cabinet within the Council, and to the GM Integrated Care Board via the Locality Board, which operates as a sub-committee of the ICB Board. This Board replaces the previous SEND local area partnership Boards.

There are other Boards which are connected to the work of the SIAB but are not part of the formal reporting:

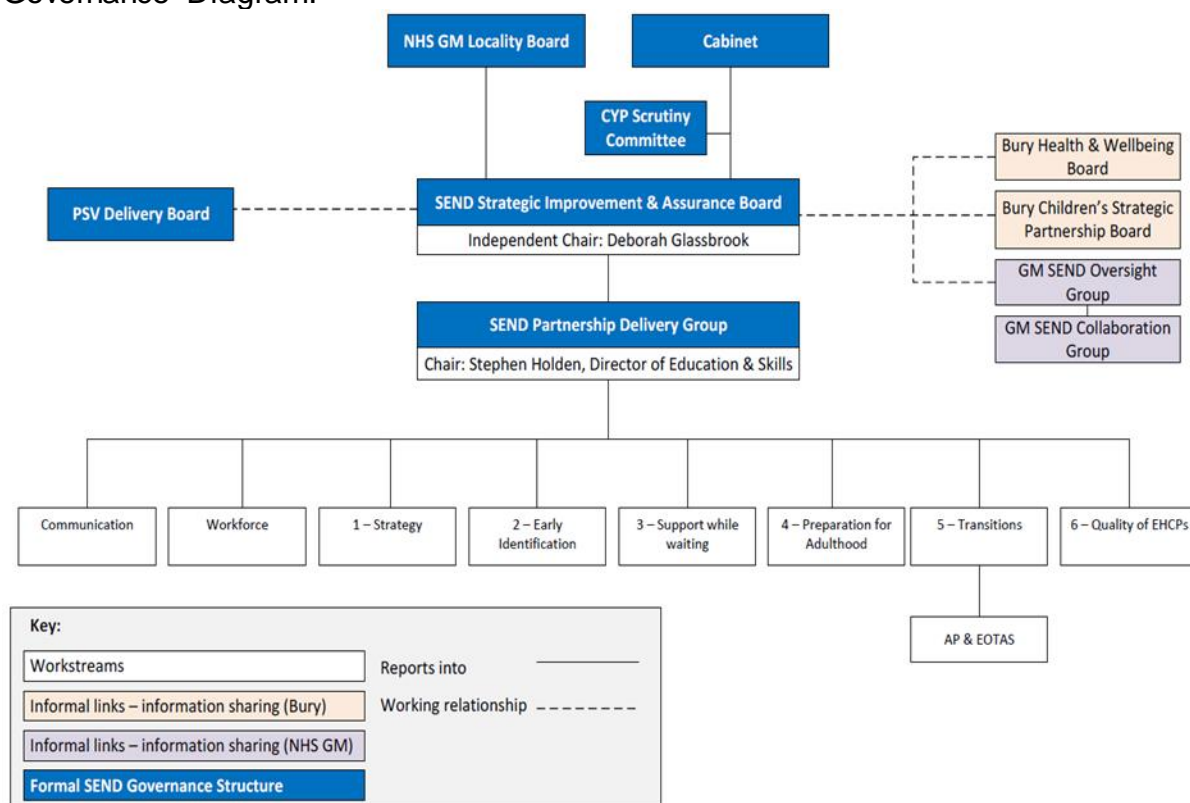
- The Health & Wellbeing Board operates as a standing committee on health inequalities and will be routinely updated on the work of the SIAB.
- The GM SEND Board co-ordinates interventions that require a GM wide commissioning response and is also a mechanism for sharing good practice; our Deputy Place Based Lead is a member of both Boards and acts as conduit
- Children's Strategic Partnership Board focuses on improved outcomes for all children and young people in Bury, and as such will be updated on the work of the SIAB as needed

The SIAB will meet monthly (first meeting took place on 17th June 2024), and will be independently chaired by Deborah Glassbrook who has experience of working with other local areas who are subject to intervention in relation to SEND. The Board will include strategic leaders from across the partnership:

- Bury Council
- NHS GM
- Bury2Gether
- Primary School representative
- Secondary School representative
- Special School representative
- FE representative

Each Priority Action has a nominated lead officer, who will be a senior officer within their organisation. The Workstream Leads will provide monthly highlight reports to the SIAB, and ensure monthly reviews of the risk register. Reports will be expected to provide updates on activity, performance data and quality assurance findings.

Governance Diagram:



10. Project Safety Valve

Bury local authority is part of a formal agreement with the Department of Education (DfE) to reach a positive in-year balance on its Dedicated Schools Grant (DSG) account by the end of 2028-29 to control and reduce the cumulative financial deficit. An action plan has been devised and regularly monitored; all actions against the plan are on track at this time. Part of this agreement is to ensure that the council has the relevant staffing, expertise and representation to fulfil the aims of its agreement.

11. Bury SEND Service – capacity to deliver improvement

Bury SEND Services currently comprises of Educational Psychology, Outreach and Sensory Support Services and the Statutory Assessment and Review Team:

11.1 Educational Psychology Services

A review is being conducted of Educational Psychology Services, and Cabinet will receive this update via a separate report.

11.2 Outreach and Sensory Support Services

A comprehensive and effective Outreach offer is being reviewed and co-designed, in accordance with current capacity to determine service delivery that is aligned with our strategic objectives, and which addresses our challenges. This service has recently been restructured and is considered sufficient at this time.

11.3 Statutory Assessment and Review Team

There are currently 2,850 children and young people's Education, Health and Care (EHC) Plans maintained by Bury Local Authority. 2,812 are Bury children/young people and there are 38 children and young people who are maintained on behalf of other local authorities.

The Statutory Assessment and Review Team is responsible for the co-ordination and administration of the statutory assessment of education, health and care needs, of our children and young people aged 0-25 years, this includes the review and monitoring at least annually and every 6 months for those under the age of 5 years. Improvements required in this area relate to Priority Area 6 of our PIP.

A review of the capacity in the SEND Assessment and Review team has demonstrated high caseloads leading to incidents of poor communication this in turn has had an impact on the quality and coordination of the Education, Health, Care Needs Assessments (EHCNA) and EHC Plans.

11.3.1 New assessments

Our established data dashboard for new assessments is indicative of performance above the national average and generally compliant with statutory timeframes.

11.3.2 Annual reviews

Annual review data is less reliable at present due to the way in which it is collated (see 11.4 below) but it would suggest 40% of EHCP's had a completed annual review, yet only 22% were completed within the statutory timeframes in the academic year of 2023-24. It is a statutory requirement that the local authority achieve compliance to ensure that annual reviews are completed for each child/young person, at least annually and 6 monthly for those under 5 years old, (recovered position).

It is anticipated that 2,900 annual reviews are to be processed in the academic year, 2024-25, including those under 5 years.

There are currently 6 case officers managing this process within the annual review team with one senior officer providing management oversight. This equates to an average caseload of 483 per officer/161 per term. In respect of the significant improvement work detailed in the Local Area Ofsted Report, this would require significant reduction. Whilst there is no nationally set indicators on what defines a reasonable caseload, 200-250 per academic year would be recommended to ensure increased presence at annual reviews and support improved quality. This would also provide the necessary capacity to provide positive challenge and support to align with the PSV action plan and agreement.

11.3.3 Reviews of EHC Plans between phases of education (as per SEND Code of Practice 2014)

The Local Authority must adhere to the urgent matter of reviews of EHC Plans between phases of education in sufficient time prior to a child or young person moving between key phases of education. This will allow for planning for and, where necessary, commissioning of support and provision at the new institution (9.178 SEND Code of Practice, 2014).

The review and any amendments must be completed by 15 February (2025) in the calendar year of the transfer at the latest for transfers into or between schools. This means Bury must complete:

- Nursery to Reception = 82
- Year 2 = 154
- Year 6 to Year 7 = 153
- Year 11 = 220 (for young people moving between post-16 institutions, the review process should be completed by 31 March 2025)

The key stage transfer reviews which need to be undertaken total 609. This would suggest that current capacity is not sufficient to adequately complete all key stage transfers and does not take into account the remaining EHCP's which require an annual review, in the autumn/spring term or the PSV Plan.

Although there is no statutory key stage transfer deadline for year 9 (203) and year 14 (112), other than to review annually this is an important year group to consider in respect of effective preparation for adulthood and potential ceasing of plans at year 14, where educational outcomes have been achieved or the young person no longer requires to access education or transfer to adult services would be more appropriate.

The above provides sufficient evidence for the need to increase capacity in the team.

Due to the lack of adequate provision in the local area, there are several children who may be 'inappropriately placed'. It can therefore not be predicated but only assumed that an 'early review' may be required, and which may subsequently impact on the progress of any annual review recovery plan which aims to address our priorities and support us to obtain a 'recovered' position. There is currently no data on this in which to create an assumptive figure to identify risk level.

The expectations within the PSV Plan have not been a consideration in the capacity yet needs to be a key consideration.

11.4 Data systems

The Liquid Logic System is currently being used in Bury Council. However the SEND Assessment and Review Team relies heavily on Excel spreadsheets, which are manually updated and are unable to provide effective reporting on activity, including for the purpose of statutory data returns. A data cleansing is currently underway to migrate the information to the data system and the anticipated timeframe for completion is December 2024. This will require resourcing from the current team during this time, yet it is essential to improve the delivery of service and data collection efficiency and in advance of the next statutory data collections.

The current use of systems does neither allow for the fulfilment of the statutory obligation to notify educational institutions, Integrated Care Boards (ICB's) and social care of when annual reviews are due. This aims to ensure that reviews in other areas can be aligned with the annual review process and with one of the fundamental principles of the Children's and Families Act, 2014, in terms of the 'tell it once' and maintain a person-centred approach. It also enables the continued requirement for the local area to engage on the annual review process, where

appropriate and maintain a coordinated assessment and review to take place – ultimately maintaining the quality of EHCP's following the annual review cycle.

Further exploration of the Liquid Logic SEND Portal is required to establish functionality and efficiencies and consider how it can support our identified issues.

11.5 Current Staffing Capacity

The **SEND Assessment and Review Team** is currently designated as two teams: one co-ordinates the EHCNA and the other a designated annual review and monitoring team.

- 1 x SEND Team Manager (Grade 16)
- 3 x Senior Officers (Grade 12)
- 1 x Lead Assistant Caseworker (Grade 8)
- 12 SEND Officers (Grade 10) (1 funded through temporary grant funding)
- 8 Assistants (4 x Grade 5 / 4 x or 7)
- 1 x Data Coordinator (2-year 0.4 contract) – Grade 3
- 3 x Co-ordinator (2-year 0.6 contract/1-year f/t 0.6 contract/onboarding Aug 24) – Grade 3 (posts funded through temporary grant funding)

The proposal is to recruit the following additional capacity:

2-year fixed term contracts:

- 2 FTE x Senior Officer (Grade 12) = £113,041
- 6 FTE x SEND Officers (Grade 8) = £237,961

Total cost £351,002

Agency Recruitment:

- 6 x Interim – initial 3-month contract, approx. £300 - £320 per day

Total cost £156,975

11.6 Training and Development

The SEND Assessment and Review Team comprises of varying knowledge, experience and skills. There is a need for a core programme of training and development to support Continued Professional Development (CPD) and improve service delivery. Much of this can be delivered inhouse, however it would be beneficial to ensure that staff receive, at least Level 1 IPSEA Legal Training.

SEND law: Level 1

This training covers:

- The Children and Families Act 2014
- The duties of local authorities and schools
- EHC needs assessments
- EHC plans – including naming a school and changing a plan
- An introduction to the Equality Act 2010
- Exclusions

Level 1 online learning at £199 per person (20 places) = £3,980

There is also the option of funding the NASEN Caseworker Award – level 4, particularly for senior staff in the first instance, at a cost of £1295 per person. If the SEN Manager and all senior officers were trained in the first instance, including the additional post, the total cost would be £6,475.

11.7 Review of processes and procedures

Whilst the additional capacity does not fully compensate to the recommended caseloads, it is anticipated that a review and refinement of processes, procedures and full utilisation of data systems the team will operate more efficiently and effectively. This is not able to be captured effectively through data but will be monitored through performance reviews and KPI's. All opportunities for smart worker and digital efficiencies will be explored.

11.8 Communication and Engagement Officer

Whilst a data set is currently being established to understand the common themes which triggers complaints, communication is an evident key theme and ineffective and untimely communication, ultimately impacts on the lived experience of our children, young people and their families. This is also evident in the need to develop and refine our local offer.

The current Communication and Engagement Officer post is vacant and the job description under review. It is likely this will see an increase in costs from £34,000 to £39,660.

A communication and engagement workshop is to be facilitated to determine whether this post will remain or whether further enhancement and a job re-evaluation required.

11.9 Designated Social Care Officer (DSCO) (Children's & Adult Services)

Bury's Local Area SEND services were inspected by the Care Quality Commission (CQC) and Ofsted Inspection Report identified that social care do not routinely contribute to children and young people's EHC needs assessment when relevant and subsequently these EHC Plans do not reflect needs and provision accurately.

A EHC Social Worker (0.6) is currently post, situated within the Children with Disabilities Team and this has proved useful in terms of supporting the screening of children and young people who are undergoing statutory assessment. There is a requirement to establish written and robust processes, in this area, including defining thresholds for assessment types, and establishing data sets. Whilst this is a positive step forward there is a much greater need to develop coordination across social care services, including how annual reviews may be aligned to other care reviews and improve coordinated planning, particularly between children and adult services.

**The proposal is to recruit 1 FTE Designated Social Care Officer (DSCO)
Assumed Grade 10 £48,958 (pending job evaluation)**

In accordance with the Ofsted findings and to support the role and involvement of social care in the assessment and assessment of the needs of children and young people with SEND, it is recommended that a DCSO be appointed as is best practice in many other LAs. The DSCO would provide strategic support in framing and developing social care elements of the SEND strategy within the local authority and ensure that social care is aligned with legislative requirements and to support with quality control.

12. Management Consultancy Support for Project Safety Valve (PSV) and SEND Improvement Programmes

Project Management Support is required to enable effective and timely management of the PIP and associated workstreams, and to support with the planning and administration of the SIAB.

£100k budget set aside for programme delivery of the SEND Improvement Programme.

13. SEND Transport

The number of children & young people eligible for travel assistance and travel passes to mainstream schools continues to increase year on year - there has been a 38% increase over the past 5 years for SEN Travel Assistance. The introduction of personal travel budgets and mileage reimbursement has supported the demand with vehicle capacity issues however, these can only be implemented where we have parental consent.

It is therefore necessary to conduct a review of the capacity within the SEND Transport Team to ensure necessary management and administration of this process. It is anticipated that this will be completed by December 2024.

14. Links with the Corporate Priorities:

Please summarise how this links to the Let's Do It Strategy.

The proposed actions outlined in this report support key ambitions of the Let's Do It strategy:

- A better outcome for the Children & Young People

Equality Impact and Considerations:

*Please provide an explanation of the outcome(s) of an initial or full EIA and make **specific reference regarding the protected characteristic of Looked After Children**. Intranet link to EIA documents is [here](#).*

- 15.** This report is providing an update to the outcome of our local area SEND inspection.

16. Decisions on additional spending are seeking to improvement outcomes for children and young people with SEND and therefore positively impact on this cohort.

Environmental Impact and Considerations:

*Please provide an explanation of the Environmental impact of this decision. Please include the impact on both **Carbon emissions** (contact climate@bury.gov.uk for advice) and **Biodiversity** (contact c.m.wilkinson@bury.gov.uk for advice)*

17. N/A

Assessment and Mitigation of Risk:

| Risk / opportunity | Mitigation |
|--|---|
| Local area does not make the needed improvements for children and young people with SEND, and their families | Priority Impact Plan (PIP) SEND Improvement Assurance Board – holding the local area to account on the PIP |
| Local Area is not compliant with the requirements set out in the CaFA, 2014, SEND Regulations, 2014 | Additional capacity, subject to approval |
| Local Area does not meet the agreed timeframes in relation to the PIP/PSV agreement | Additional capacity, subject to approval |

A risk register is being developed under the SIAB and will be reviewed monthly by all workstream leads, ensuring that the Board has sight of any risks so issues can be addressed at the earliest opportunity.

Legal Implications:

18. This report details how the Council is responding to the CQC inspection outcome and has implemented the measures required to address those concerns.

Financial Implications:

19. The Council has set aside a budget of £400k in 2024/25 and £530k in 2025/26 within existing Children's budget.

Appendices:

Please list any appended documents.

Background papers:

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

- Bury Local Area SEND Inspection report
<https://reports.ofsted.gov.uk/provider/44/80443>
- Priority Impact Plan <https://www.bury.gov.uk/asset-library/Bury-Priority-Impact-Plan-FINAL-without-names.pdf>
- Improvement Notice
<https://www.gov.uk/government/publications/improvement-notice-issued-to-bury-council-may-2024>

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

| Term | Meaning |
|-------------|--|
| CQC | Care Quality Commission |
| FE | Further Education |
| ICB | Integrated Care Board |
| NHS GM | NHS Greater Manchester |
| PCF | Parent Carer Forum |
| PIP | Priority Impact Plan |
| SEND | Special Educational Needs & Disabilities |
| SIAB | SEND Improvement Assurance Board |



| | |
|--------------------------------|----------------------------------|
| Classification: Open | Decision Type: Non-Key |
|--------------------------------|----------------------------------|

| | | |
|-------------------|---|--------------------------------|
| Report to: | Cabinet | Date: 04 September 2024 |
| Subject: | 2023-24 Treasury Management Outturn | |
| Report of | Cabinet Member for Finance and Transformation | |

1 Summary

- 1.1 The report outlines the financial position and provides an update on the following aspects of the Treasury Management function throughout 2023/24.

The report covers:

- An economic update for 2023/24.
- An update of the Council's current treasury management position.
- Council Borrowing.
- Treasury Investment Activity.
- Non-Treasury Investments.
- Treasury Performance for 2023/24.
- Treasury Management Prudential Indicators.

- 1.2 The Council is required by legislation to produce an annual Treasury Management review of activities and the actual prudential and treasury indicators for the year. This report meets both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

Recommendation(s)

- 1.3 Cabinet is recommended to:

- Note and approve for onward submission to Council on 11 September 2024, the:
 - 2023/24 Prudential and Treasury Indicators.
 - Treasury Management 2023/24 Outturn Report.

- 1.4 Council is asked to:

- Note the:
 - 2023/24 Prudential and Treasury Indicators.
 - Treasury Management 2023/24 Outturn Report.

Reasons for recommendation(s)

- 1.5 It is a requirement of the CIPFA Code that the Council receives an annual Treasury Management Outturn Report. It should be noted that the Council met all its Prudential Indicators relating to Treasury Management in financial year 2023/24.

Alternative options considered and rejected

- 1.6 Regular reporting to members on the Council's Treasury Management arrangements, controls and performance forms a key element of its overall governance and financial administration. Given this, no alternative options were considered when preparing this report.

2 Introduction

- 2.1 In February 2023 the Council adopted the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice (the CIPFA Code) which requires the Council to approve, as a minimum, treasury management semi-annual and annual outturn reports.
- 2.2 This report includes the requirement in the 2021 Code, mandatory from 1st April 2023, of reporting of the treasury management prudential indicators.
- 2.3 The Council's Treasury Management Strategy for 2023/24 was approved by Council at the Budget Council meeting on 22 February 2023, two further updates to the Treasury Management Strategy were approved by Council on 22 November 2023 and 21 February 2024.
- 2.4 The Council has borrowed and invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk remains central to the Council's treasury management strategy.

3 Economic update for 2023/24

- 3.1 UK inflation continued to decline from the 8.7% rate seen at the start of 2023/24. By the last quarter of the financial year headline consumer price inflation (CPI) had fallen to 3.4% in February but was still above the Bank of England's 2% target at the end of the period. The core measure of CPI, i.e. excluding food and energy, also slowed in February to 4.5% from 5.1% in January, a rate that had stubbornly persisted for three consecutive months.
- 3.2 The UK economy entered a technical recession in the second half of 2023, as growth rates of -0.1% and -0.3% respectively were recorded for Q3 and Q4. Over the 2023 calendar year GDP growth only expanded by 0.1% compared to 2022. Towards the end of the financial year the Office for National Statistics reported a rebound in activity with economy expanding 0.2% in January 2024. Inflation has continued to fall during 2024 towards the target of 2.0% and the Bank of England announced a reduction in Bank Rate of 0.25% (from 5.25% to 5.0%) at its meeting on 1 August 2024.

- 3.3 During financial year 2023/24 employment and vacancies declined, and unemployment rose to 4.3% (3mth/year) in July 2023. The same month saw the highest annual growth rate of 8.5% for total pay (i.e. including bonuses) and 7.8% for regular pay growth (i.e. excluding bonuses). Thereafter, unemployment began to decline, falling to 3.9% (3mth/year) in January and pay growth also edged lower to 5.6% for total pay and 6.1% for regular pay, but remained above the Bank of England's forecast.
- 3.4 Having begun the financial year at 4.25%, the Bank of England's Monetary Policy Committee (MPC) increased Bank Rate to 5.25% in August 2023 with a 3-way split in the Committee's voting as the UK economy appeared resilient in the face of the dual headwinds of higher inflation and interest rates. Bank Rate was maintained at 5.25% through to March 2024. The vote at the March was 8-1 in favour of maintaining rates at this level, with the single dissenter preferring to cut rates immediately by 0.25%. Although financial markets shifted their interest rate expectations downwards with expectations of a cut in June, the MPC's focus remained on assessing how long interest rates would need to be restrictive in order to control inflation over the medium term. As noted above, last month the MPC voted 5-4 in favour of a cut in Bank Rate from 5.25% to 5.0%.
- 3.5 In the Bank's quarterly Monetary Policy Report (MPR) released in August 2023 the near-term projection for services price inflation was revised upwards, goods price inflation widespread across products, indicating stronger domestic inflationary pressure with second-round effects in domestic prices and wages likely taking longer to unwind than they did to emerge. In the February 2024 MPR the Bank's expectations for the UK economy were positive for the first half of 2024, with a recovery from the mild recession in calendar H2 2023 being gradual. Headline CPI was forecast to dip below the 2% target quicker than previously thought due to declining energy prices, these effects would hold inflation slightly above target for much of the forecast horizon.
- 3.6 Following this MPC meeting, Arlingclose, the Council's treasury adviser, maintained its central view that 5.25% would be the peak in Bank Rate and that interest rates would most likely start to be cut later in 2024. The risks in the short-term were deemed to be to the downside if a rate cut came sooner than expected, but then to be more broadly balanced over the medium term.
- 3.7 The US Federal Reserve also pushed up rates over the period, reaching a peak range of between 5.25-5.50% in August 2023, where it has stayed since. US policymakers have maintained the relatively dovish stance from the December FOMC meeting and at the meeting in March, economic projections pointed to interest rates being cut by a total of 0.75% in 2024. The first reduction (probably of 0.25%) is anticipated to be agreed at its meeting in September 2024.
- 3.8 Following a similarly sharp upward trajectory, the European Central Bank hiked rates to historically high levels over period, pushing its main refinancing rate to 4.5% in September 2023, where it remained until June 2024, when it was

reduced by 0.25% to 4.25%. Economic growth in the region remains weak, with a potential recession on the cards, but inflation remains above the ECB's target, putting pressure on policymakers on how to balance these factors.

Financial markets

- 3.9 Sentiment in financial markets remained uncertain and bond yields continued to be volatile over the year. During the first half of the year, yields rose as interest rates continued to be pushed up in response to rising inflation. From October they started declining again before falling sharply in December as falling inflation and dovish central bank attitudes caused financial markets to expect cuts in interest rates in 2024. When it emerged in January that inflation was stickier than expected and the BoE and the Federal Reserve were data dependent and not inclined to cut rates soon, yields rose once again, ending the period some 50+ bps higher than when it started.
- 3.10 Over the financial year, the 10-year UK benchmark gilt yield rose from 3.44% to peak at 4.75% in August, before then dropping to 3.44% in late December 2023 and rising again to 3.92% (28th March 2024). The Sterling Overnight Rate (SONIA) averaged 4.96% over the period to 31st March.

Credit review

- 3.11 In response to an improving outlook for credit markets, in January 2024 Arlingclose moved away from its previous temporary stance of a 35-day maximum duration and increased its advised recommended maximum unsecured duration limit on all banks on its counterparty list to 100 days.
- 3.12 Earlier in the period, S&P revised the UK sovereign outlook to stable and upgraded Barclays Bank to A+. Moody's also revised the UK outlook to stable, Handelsbanken's outlook to negative, downgraded five local authorities, and affirmed HSBC's outlook at stable while upgrading its Baseline Credit Assessment. Fitch revised UOB's and BMO's outlooks to stable.
- 3.13 In the final quarter of the financial year, Fitch revised the outlook on the UK sovereign rating to stable from negative based on their assessment that the risks to the UK's public finances had decreased since its previous review in October 2022, the time of the mini-budget.
- 3.14 Moody's, meanwhile, upgraded the long-term ratings of German lenders Helaba, Bayern LB and LBBW on better solvency and capital positions, despite challenges from a slowing German economy and exposure to the commercial real estate sector. Moody's also upgraded or placed on review for an upgrade, Australian banks including ANZ, CBA NAB and Westpac on the back of the introduction of a new bank resolution regime.
- 3.15 Credit default swap prices began the financial year at elevated levels following the fallout from Silicon Valley Bank and collapse/takeover of other lenders. From then the general trend was one of falling prices and UK lenders' CDS ended the

period at similar levels to those seen in early 2023. Earlier in the year some Canadian lenders saw their CDS prices rise due to concerns over a slowing domestic economy and housing market, while some German lenders were impacted by similar economic concerns and exposure to commercial real estate towards the end of the period, with LBBW remaining the most elevated.

- 3.16 Heightened market volatility is expected to remain a feature, at least in the near term and, credit default swap levels will be monitored for signs of ongoing credit stress. As ever, the institutions and durations on the Council's counterparty list recommended by Arlingclose remain under constant review.

4 Capital Expenditure and Financing

- 4.1 The Council undertakes capital expenditure on long-term assets. These activities may either be:

- Financed immediately through the application of capital or revenue resources (capital receipts, capital grants, revenue contributions etc.), which has no resultant impact on the Council's borrowing need; or
- If insufficient financing is available, or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need.

- 4.2 The actual capital expenditure in each financial year forms one of the required prudential indicators. The table below shows the actual expenditure and how this was financed.

| Capital Expenditure & Financing | 2022/23 Actual £m | 2023/24 Budget (Nov 23) £m | 2023/24 Budget (Feb24) £m | 2023/24 Actual £m |
|----------------------------------|----------------------|-------------------------------|------------------------------|----------------------|
| Capital Expenditure: | | | | |
| Non-HRA | £35.093 | £58.252 | £55.533 | £35.744 |
| HRA | £13.297 | £18.255 | £19.314 | £16.572 |
| Non-Financial Investments | £20.099 | £0.628 | £0.628 | £0.628 |
| Total Capital Expenditure | £68.489 | £77.135 | £75.475 | £52.944 |
| Resourced by: | | | | |
| Capital Receipts | £0.254 | £2.105 | £6.651 | £2.649 |
| Capital Grants | £17.760 | £36.380 | £36.038 | £22.295 |
| HRA | £12.257 | £18.255 | £13.597 | £12.600 |
| Revenue | £0.706 | £1.085 | £1.566 | £0.488 |
| Total Resourced by: | £30.977 | £57.825 | £57.852 | £38.032 |
| Financing Requirement | £37.512 | £19.310 | £17.623 | £14.912 |

- 4.3 The Council's underlying need to borrow to finance capital expenditure is termed the Capital Financing Requirement (CFR). This figure is a gauge of the Council's indebtedness. The CFR results from the capital activity of the Council and resources used to pay for the capital spend. It represents the 2023/24 unfinanced capital expenditure (see above table), and prior years' net or unfinanced capital expenditure which has not yet been paid for by revenue or other resources.
- 4.4 Part of the Council's treasury activities is to address the funding requirements for this borrowing need. Depending on the capital expenditure programme, the treasury service organises the Council's cash position to ensure that sufficient cash is available to meet the capital plans and cash flow requirements. This may be sourced through borrowing from external bodies, (such as the Government, through the Public Works Loan Board [PWLb], or the money markets), or utilising temporary cash resources within the Council.
- 4.5 The Council's (non HRA) underlying borrowing need (CFR) is not allowed to rise indefinitely. Statutory controls are in place to ensure that capital assets are broadly charged to revenue over the life of the asset. The Council is required to make an annual revenue charge, called the Minimum Revenue Provision – MRP, to reduce the CFR. This is effectively a repayment of the non-Housing Revenue Account (HRA) borrowing need, (there is no statutory requirement to reduce the HRA CFR). This differs from the treasury management arrangements which ensure that cash is available to meet capital commitments. External debt can also be borrowed or repaid at any time, but this does not change the CFR.
- 4.6 The total CFR can also be reduced by:
- The application of additional capital financing resources, (such as unapplied capital receipts); or
 - Charging more than the statutory revenue charge (MRP) each year through a Voluntary Revenue Provision (VRP).

The Council's 2024/25 MRP Policy, (as required by DLUHC Guidance), was approved as part of the Treasury Management Strategy Report for 2024/25 on 21st February 2024.

The Council's CFR for financial year 2023/24 is shown below and represents a key prudential indicator. It includes PFI and leasing schemes on the balance sheet, which increase the Council's borrowing need. No borrowing is actually required against these schemes as a borrowing facility is included in the contract (if applicable).

- 4.7 Borrowing activity is constrained by prudential indicators for gross borrowing and the CFR, and by the authorised limit.

| Capital Financing Requirement | 2022/23 Actual | 2023/24 Budget (Nov 23) | 2023/24 Revised (Feb 24) | 2023/24 Actual |
|-------------------------------|-------------------|-------------------------------|--------------------------------|-------------------|
|-------------------------------|-------------------|-------------------------------|--------------------------------|-------------------|

| | £m | £m | £m | £m |
|---------------------------------|-----------------|-----------------|-----------------|-----------------|
| CFR – Non HRA | £186.618 | £203.025 | £201.213 | £198.502 |
| CFR – HRA | £119.216 | £119.216 | £119.216 | £119.216 |
| CFR – Non-Financial Investments | £65.296 | £65.924 | £65.793 | £65.793 |
| TOTAL CFR | £371.130 | £388.165 | £386.222 | £383.511 |
| Financing Requirement | £37.512 | £19.310 | £17.623 | £14.912 |
| MRP | (£1.798) | (£2.275) | (£2.531) | (£2.531) |
| Movement in CFR | £35.714 | £17.035 | £15.092 | £12.381 |

4.8 Gross borrowing and the CFR - in order to ensure that borrowing levels are prudent over the medium term and only for a capital purpose, the Council should ensure that its gross external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the current financial year 2023/24 and next two financial years. This essentially means that the Council is not borrowing to support revenue expenditure.

4.9 This indicator allowed the Council some flexibility to borrow in advance of its immediate capital needs in 2023/24. The table below highlights the Council's gross borrowing position against the CFR. The Council has complied with this prudential indicator. The table below highlights the Council's gross borrowing position against the CFR. The Council has complied with this prudential indicator.

| | 2022/23 Actual £m | 2023/24 Budget (Nov 23) £m | 2023/24 Budget (Feb 24) £m | 2023/24 Actual £m |
|--------------------------------------|-------------------------|-------------------------------------|-------------------------------------|-------------------------|
| Gross Borrowing Position | £243.629 | £262.939 | £282.855 | £262.429 |
| CFR | £371.130 | £388.165 | £386.222 | £383.511 |
| (Under) / Over Funding of CFR | (£127.501) | (£125.226) | (£103.367) | (£121.082) |

5 Treasury Position as at 31 March 2024

5.1 The treasury management position at 31st March and the change during the year is shown in the table below:

5.2 The Council's treasury position at the end of 2023/24 (excluding borrowing by PFI and finance leases), position was as follows:

| | 31 March 2023 Balance £m | Raised / Invested £m | Repaid / Realised £m | 31 March 2024 Balance £m | Average Rate % |
|---------------------------|-----------------------------------|----------------------------|----------------------------|-----------------------------------|----------------------|
| Borrowing | | | | | |
| PWLB | £162.329 | £65.000 | (£0.200) | £227.129 | 3.87 |
| LOBOs | £33.000 | £0.000 | (£20.000) | £13.000 | 4.23 |
| Banks | £5.000 | £0.000 | (£0.000) | £5.000 | 3.30 |
| Local Authority | £43.300 | £38.900 | (£64.900) | £17.300 | 3.39 |
| Total Borrowing | £243.629 | £103.900 | (£85.100) | £262.429 | |
| Investments | | | | | |
| Short-term Investments | £0.250 | (£0.250) | £0.000 | £0.000 | |
| Cash and Cash Equivalents | £1.470 | £411.486 | (£404.956) | £8.000 | |
| Total Investments | £1.720 | £411.236 | (£404.956) | £8.000 | |

| | | | | | |
|----------------------|-----------------|--|--|-----------------|--|
| Net Borrowing | £241.909 | | | £254.429 | |
|----------------------|-----------------|--|--|-----------------|--|

5.3 The maturity structure of the debt portfolio was as follows:

| Maturity structure of fixed rate borrowing | 2022/23 Actual £m | 2022/23 Actual % | 2023/24 Actual £m | 2023/24 Actual % |
|---|--------------------------|-------------------------|--------------------------|-------------------------|
| Under 12 months | £36.200 | 14.78% | £22.163 | 8.45% |
| 12 months and within 24 months | £7.504 | 2.99% | £4.868 | 1.85% |
| 24 months and within 5 years | £1.192 | 0.23% | £15.184 | 5.79% |
| 5 years and within 10 years | £52.174 | 20.93% | £85.498 | 32.58% |
| 10 years and within 15 years | £27.320 | 10.67% | £35.760 | 13.63% |
| 15 years and over | £119.239 | 50.40% | £98.956 | 37.70% |
| Total Debt | £243.629 | 100.00% | £262.429 | 100.00% |

5.4 The Council's investment portfolio was as shown below:

| | 31 March 2023 Investment balance £m | Amount Invested In-year £m | Investments Realised In-year £m | 31 March 2024 Investment balance at £m |
|---|--|-----------------------------------|--|---|
| Notice Accounts | | | | |
| Barclays Bank - 32-day Notice account | £0.250 | (£0.250) | 0.000 | £0.000 |
| Barclays Bank - 95-day Notice account | £0.250 | (£0.250) | 0.000 | £0.000 |
| Total Notice Accounts | £0.500 | (£0.500) | £0.000 | £0.000 |
| Call Accounts | | | | |
| Barclays Bank - Flexible Interest-Bearing Current Account | £1.220 | £313.516 | (£311.236) | £3.500 |
| Bank of Scotland - Call Account | £0.000 | £98.220 | (£93.720) | £4.500 |
| Total Call Accounts | £1.220 | £411.736 | (£404.956) | £8.000 |
| Total Investments | £1.720 | £411.236 | (£404.956) | £8.000 |

5.5 All of the Council's investments are held for a period of up to 1 year.

6 Investment and Borrowing Strategy

- 6.1 CIPFA's 2021 Prudential Code is clear that local authorities must not borrow to invest primarily for financial return and that it is not prudent for local authorities to make any investment or spending decision that will increase the capital financing requirement and so may lead to new borrowing, unless directly and primarily related to the functions of the Council. PWLB loans are no longer available to local authorities planning to buy investment assets primarily for yield unless these loans are for refinancing purposes.
- 6.2 Bury MBC has not invested in assets primarily for financial return or that are not primarily related to the functions of the Council. It has no plans to do so in future.

6.3 The main objective when borrowing has been to strike an appropriately low risk balance between securing lower interest costs and achieving cost certainty over the period for which funds are required, with flexibility to renegotiate loans should the Council's long-term plans change being a secondary objective. The Council's borrowing strategy continues to address the key issue of affordability without compromising the longer-term stability of the debt portfolio.

6.4 Interest rates have seen substantial rises over the last two years, although these rises have now begun to plateau. Gilt yields fell in late 2023, reaching April 2023 lows in December 2023 before rebounding to an extent in the first three months of 2024. Gilt yields have remained volatile, seeing upward pressure from perceived sticker inflation at times and downward pressure from falling inflation and a struggling economy at other times.

6.5 The PWLB certainty rates for maturity loans were:

| Loan Term | 31 March 2023 | 31 March 2024 |
|--------------|---------------|---------------|
| 10-Year Rate | 4.33% | 4.98% |
| 20-Year Rate | 4.70% | 5.39% |
| 50-Year Rate | 4.41% | 5.21% |

6.6 The cost of short-term borrowing from other local authorities has generally rose with Base Rate over the year. Interest rates peaked at around 7% towards the later part of March 2024 as many authorities required cash at the same time. These rates have fallen back to more normal market levels since April 2024.

6.7 A new PWLB HRA rate which is 0.4% below the certainty rate was made available from 15th June 2023. This rate will now be available to June 2025. The discounted rate is to support local authorities borrowing for the Housing Revenue Account and for refinancing existing HRA loans.

6.8 As at 31st March 2024 the Council held £262.429m of loans, an increase of £18.800m on the previous year as part of its strategy for funding previous and current years' capital programmes. Outstanding loans on 31st March are summarised in 5.2 above.

7 Borrowing and Investment Outturn

Borrowing movement in-year

7.1 On 1st April 2023 the Council held £33.0m of LOBO (Lender's Option Borrower's Option) loans where the lender has the option to propose an increase in the interest rate at set dates, following which the Council has the option to either accept the new rate and terms or to repay the loan at no additional cost.

- 7.2 As market interest rates rose, LOBOS call option on Council's loans were exercised and the Council repaid two loans totalling £20.0m replaced by PWLB loans.
- 7.3 Higher rated temporary borrowing and Market Loans were also replaced by PWLB loans in year.

Treasury Investment Activity

- 7.4 The CIPFA Treasury Management Code defines treasury management investments as those investments which arise from the Council's cash flows or treasury risk management activity that ultimately represents balances that need to be invested until the cash is required for use during business.
- 7.5 As of 31 March 2024, the council held £8m of invested funds, representing income received in advance of expenditure plus balances and reserves held.
- 7.6 Both the CIPFA Code and government guidance require the Council to invest its funds prudently, and to have regard to the security and liquidity of its treasury investments before seeking the optimum rate of return, or yield. The Council's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income.
- 7.7 As demonstrated by the liability benchmark in this report, the Council expects to be a long-term borrower and new treasury investments are therefore primarily made to manage day-to-day cash flows using short-term low risk instruments.
- 7.8 Bank Rate increased by 1% over the period, from 4.25% at the beginning of April 2023 to 5.25% by the end March 2024. Short term rates peaked at 5.7% for 3-month rates and 6.7% for 12-month rates during the period, although these rates subsequently began to decline towards the end of the period. Investment Rates also rose and were between 0.66% and 5.14% by the end of March 2024.
- 7.9 2023/24 was characterised by significant volatility in bond markets. Adjusting to central banks' intention of keeping policy rates unchanged amid persistently higher core inflation, tight labour markets and resilient growth, global bond yields rose (i.e. bond prices fell), the August-October 2023 period being a particularly weak one for bond markets with falling prices negatively impacting credit market sentiment and bond fund performance as well as weighing on multi-asset fund returns. November and December saw a turnaround with a significant fall in US and global bond yields (i.e. bond prices rising), the catalyst being a signal from the US Federal Reserve that it was prepared to cut rates in 2024. The 10-year UK gilt yield, which had increased nearly 1.25% since the beginning of the financial year fell back to 3.44% by the end of December, close to its 1st April level. Thereafter, the first quarter of 2024 proved more difficult for government bonds as stubborn inflation led fixed income markets to question if the

expectation of the number of rate cuts over 2024 and the accompanying fall in yields had been overdone.

- 7.10 Strong demand for credit resulted in the tightening of credit spreads which was supportive of high yield corporate bonds and emerging market debt.
- 7.11 By contrast, shrugging off geopolitical concerns, global equities were buoyed by healthy corporate earnings, resilient economic data and moderating inflation and the view central banks had reached the peak of their rate tightening cycles. Several indices, including the S&P 500 and Nasdaq, posted record highs driven by AI exuberance. The performance of the S&P 500 was primarily driven by its top seven tech-related mega-cap growth stocks (these securities do not heavily feature in equity income funds).
- 7.12 After an initial period of caution due to the likelihood of recession, the UK economy fared better than anticipated with a shallow recession, falling inflation and improved consumer confidence providing support for UK equities, with stocks trading at attractive valuations relative to their global peers. The FTSE All-Share was one of the top performing stock markets in September and December 2023. The total return on the FTSE All Share index for the 12 months ending March 2024 was 8.2%, FTSE 100 was 8.1% and MSCI All World was 25.7%.
- 7.13 The market background for commercial property improved marginally in 2023 and was more stable, in contrast to the very challenging backdrop of 2022. Low transactional volumes were a constraint on valuations and made prospective sellers and buyers more cautious. Although many sectors lacked momentum, there was growing confidence in the longer-term outlook as occupier demand and rental markets held up. Industrial and retail warehousing sectors remained strong, but the retail and offices sectors remained weak, the latter continuing to be hindered by low occupancy from hybrid working practices.

8 Non-Treasury Investments

- 8.1 The definition of investments in the Treasury Management Code covers all the financial assets of the Council as well as other non-financial assets which the Council holds primarily for financial return. Investments that do not meet the definition of treasury management investments (i.e. management of surplus cash) are categorised as either for service purposes (made explicitly to further service objectives) and or for commercial purposes (made primarily for financial return).
- 8.2 Investment Guidance issued by the Department for Levelling Up Housing and Communities (DLUHC) also includes within the definition of investments all such assets held partially or wholly for financial return.) [NB: Following the General Election in July 2024 DLUHC has been re-named the Department of Housing, Communities and Local Government (DHCLG).]

- 8.3 The Council holds the following non-treasury investments as at the 31 March 2024:

| Non-Financial Investments | 2022/23 £m | 2023/24 £m |
|---------------------------------------|----------------|----------------|
| Manchester Airport Equity | £5.610 | £5.610 |
| Manchester Airport Loan | £29.366 | £29.366 |
| Bury MBC Townside Fields Loan | £7.257 | £7.257 |
| Six Town Housing Loan | £2.953 | £2.822 |
| Bury Bruntwood (Millgate) LLP Loan | £20.099 | £20.099 |
| The Prestwich Regeneration (LLP) Loan | £0.000 | £0.628 |
| Debt Managed for Probation Services | £0.011 | £0.011 |
| Total | £65.296 | £65.793 |

9 Treasury Performance for 2023/24

- 9.1 The Council measures the financial performance of its treasury management activities both in terms of its impact on the revenue budget and its relationship to benchmark interest rates.

Consultations

- 9.2 In December DLUHC published two consultations: a “final” consultation on proposed changes to regulations and statutory guidance on MRP closing on 16th February and a “call for views” on capital measures to improve sector stability and efficiency closing on 31st January.
- 9.3 Draft regulations and draft statutory guidance are included in the MRP consultation. The proposals remain broadly the same as those in June 2022 – to limit the scope for authorities to (a) make no MRP on parts of the capital financing requirement (CFR) and (b) to use capital receipts in lieu of a revenue charge for MRP.
- 9.4 In its call for views on capital measures, government wishes to engage with councils to identify and develop options for the use of capital resources and borrowing to support and encourage ‘invest-to-save’ activity and to manage budget pressures without seeking exceptional financial support. Whilst Government has identified some options including allowing authorities to capitalise general cost pressures and meet these with capital receipts, there is no commitment to take any of the options forward.

Compliance

- 9.5 All treasury management activities undertaken during the year complied fully with the principles in the Treasury Management Code and the Council’s approved Treasury Management Strategy Compliance with specific investment limits is demonstrated in table 9A below.

Table 9A: Investment Limits

| | 2023/24 Maximum | 31.3.24 Actual | 2023/24 Limit | Complied? Yes/No |
|---|--------------------|-------------------|------------------|---------------------|
| UK Government | Unlimited | £0 | Unlimited | Yes |
| UK Local Authorities & Other Government Entities – except Local Authorities subject to a Section 114 notice | £20 million | £0 | £20 million | Yes |
| UK Banks (Unsecured) | £25 million | £8 million | £25 million | Yes |
| UK Building Societies (Unsecured) | £20 million | £0 | £20 million | Yes |
| Registered Providers (Unsecured) | £20 million | £0 | £20 million | Yes |

- 9.6 Compliance with the Authorised Limit and Operational Boundary for external debt is demonstrated in table 9B below.

Table 9B: Debt and the Authorised Limit and Operational Boundary

| | 2023/24 Maximum £m | 31.3.24 Actual £m | 2023/24 Operational Boundary £m | 2023/24 Authorised Limit £m | Complied? Yes/No |
|-----------|--------------------------|-------------------------|--|--------------------------------------|---------------------|
| Borrowing | £262.429 | £262.429 | £386.756 | £396.756 | Yes |

- 9.7 The operational boundary is the expected borrowing position of the Council during the year. Periods where the actual position is either below or over the boundary are acceptable subject to the authorised limit not being breached. Since the operational boundary is a management tool for in-year monitoring it is not significant if the operational boundary is breached on occasions due to variations in cash flow, and this is not counted as a compliance failure. The authorised limit is the “affordable borrowing limit” required by s3 of the Local Government Act 2003. Once this has been set, the Council does not have the power to borrow above this level. Table 9B above demonstrates that during 2023/24 the Council has maintained gross borrowing within its authorised limit.

Table 9C: Actual financing costs as a proportion of net revenue stream

| Financing costs as a proportion of net revenue stream | 2023/24 £m |
|---|---------------|
| Non - HRA | 1.35% |
| HRA | 11.20% |

- 9.8 This indicator identifies the trend in the cost of capital, (borrowing and other long term obligation costs net of investment income), against the net revenue stream.

10 Treasury Management Prudential Indicators

10.1 As required by the 2021 CIPFA Treasury Management Code, the Council monitors and measures the following treasury management prudential indicators.

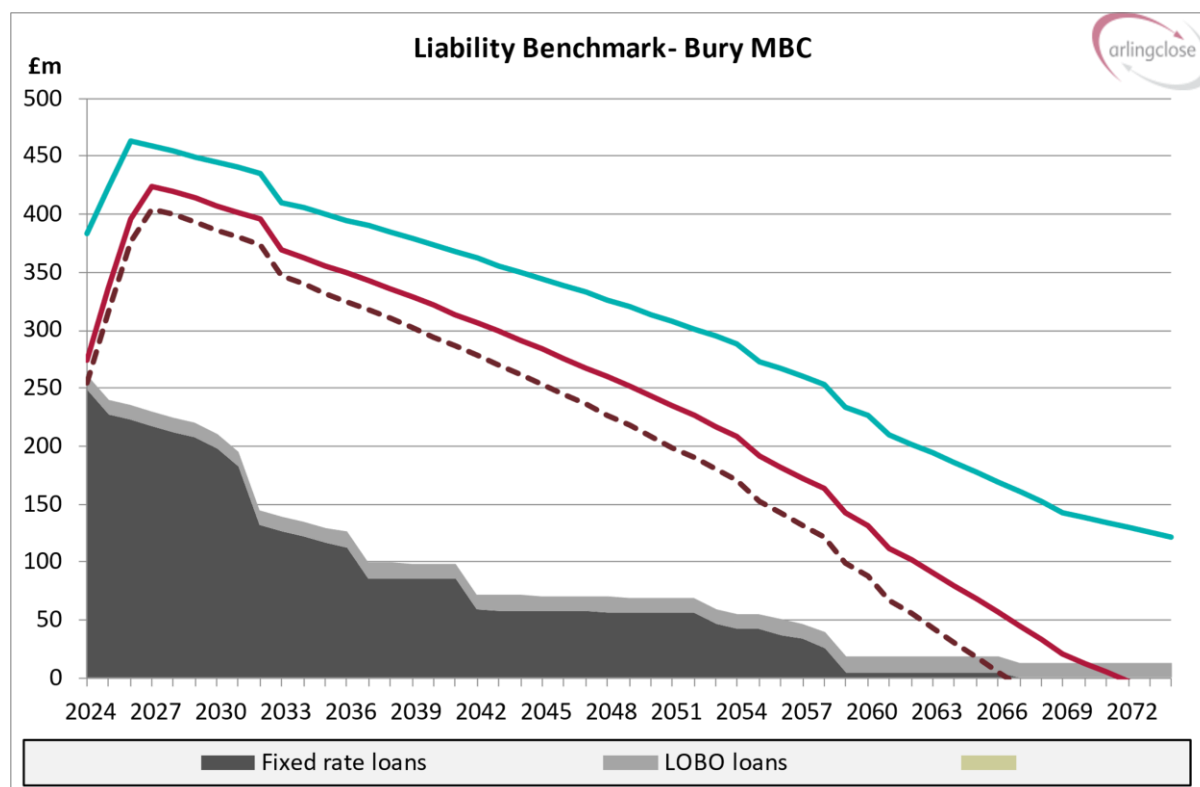
Liability Benchmark

10.2 This new indicator compares the Council's actual existing borrowing against a liability benchmark that has been calculated to show the lowest risk level of borrowing. The liability benchmark is an important tool to help establish whether the Council is likely to be a long-term borrower or long-term investor in the future, and so shape its strategic focus and decision making. It represents an estimate of the cumulative amount of external borrowing the Council must hold to fund its current capital and revenue plans while keeping treasury investments at the minimum level required to manage day-to-day cash flow.

| | 31.3.23 Actual £m | 31.3.24 Actual £m | 31.3.25 Forecast £m | 31.3.26 Forecast £m |
|-------------------------------|-------------------------|-------------------------|---------------------------|---------------------------|
| Loans CFR | £371.10 | £383.50 | £423.10 | £462.70 |
| Less: Balance sheet resources | (£128.80) | (£129.10) | (£107.60) | (£86.70) |
| Net loans requirement | £242.30 | £254.40 | £315.50 | £376.00 |
| Plus: Liquidity allowance | £20.00 | £20.00 | £20.00 | £20.00 |
| Liability benchmark | £262.30 | £274.40 | £335.50 | £396.00 |
| Existing borrowing | £243.60 | £262.40 | £240.30 | £235.40 |

10.3 The Liability benchmark as at 31 March 2024 is £14.20m lower than predicted in Treasury Strategy report in February 2024. This is due to lower capital financing requirement, reduced capital expenditure financing from Loans and higher reserves/working capital and expenditure rephasing.

10.4 Liability benchmark figures for forecast years 2025/26 and 2026/27 have been reduced by £14.20m for each financial year from February 2024 report.



10.5 Interest Rate Exposures: This indicator is set to control the Council's exposure to interest rate risk. Bank Rate rose by 1.00% from 4.25% on 1st April 2023 to 5.25% by 31st March 2024.

| Interest rate risk indicator | 2023/24 Target £m | 31.3.24 Actual £m | Complied? |
|--|-------------------------|-------------------------|-----------|
| Upper limit on one-year revenue impact of a 1% <u>rise</u> in interest rates | £0.256 | £0.256 | Yes |
| Upper limit on one-year revenue impact of a 1% <u>fall</u> in interest rates | (£0.256) | (£0.256) | Yes |

10.6 For context, the changes in interest rates during the year were:

| | 31 March 2023 | 31 March 2024 |
|---|------------------|------------------|
| Bank Rate | 4.25% | 5.25% |
| 1-year PWLB certainty rate, maturity loans | 4.78% | 5.58% |
| 5-year PWLB certainty rate, maturity loans | 4.31% | 4.86% |
| 10-year PWLB certainty rate, maturity loans | 4.33% | 4.98% |
| 20-year PWLB certainty rate, maturity loans | 4.70% | 5.39% |
| 50-year PWLB certainty rate, maturity loans | 4.41% | 5.21% |

10.7 The impact of a change in interest rates is calculated on the assumption that maturing loans and investment will be replaced at new market rates.

Report Author(s) and Contact Details:

Name: Joanne McIntyre

Position: Corporate Accountancy Manager Treasury, Capital, Systems (Unit 4)

Department: Corporate Core Finance

E-mail: J.McIntyre@bury.gov.uk

Name: Martin Hone

Position: Strategic Finance Lead (Corporate Finance)

Department: Corporate Core Finance

E-mail: M.Hone@bury.gov.uk

Name: Simon Peet

Position: Assistant Director of Finance (Deputy S151 Officer)

Department: Corporate Core Finance

E-mail: S.Peet@bury.gov.uk

Background

1. Capital Strategy and Capital Programme 2023/24 – 2025/256
2. Treasury Management Strategy and Prudential Indicators 2023/24
3. Treasury Management Outturn Report 2022/23
- 4.

<Add additional headings as necessary>

- 5.

Links with the Corporate Priorities:

Please summarise how this links to the Let's Do It Strategy.

6. Treasury Management forms a key part of the council's overall governance and financial administration and control framework, which underpin the council's three clear corporate priorities as set out in the Let's Do It Strategy that will deliver financial sustainability for the Council.

Equality Impact and Considerations:

*Please provide an explanation of the outcome(s) of an initial or full EIA and make **specific reference regarding the protected characteristic of Looked After Children**. Intranet link to EIA documents is [here](#).*

- 7.
-

Environmental Impact and Considerations:

*Please provide an explanation of the Environmental impact of this decision. Please include the impact on both **Carbon emissions** (contact climate@bury.gov.uk for advice) and **Biodiversity** (contact c.m.wilkinson@bury.gov.uk for advice)*

8. This is a finance update report as such there are no environmental impacts associated with this report.

Assessment and Mitigation of Risk:

| Risk / opportunity | Mitigation |
|--|---|
| There are considerable risks to the security of the Council's resources if appropriate treasury management strategies and policies are not adopted and followed. | Regular monitoring and reporting ensure that any changes in the financial position are quickly identified and action can be taken to manage the overall position. |

Legal Implications:

9. Treasury management is a matter reserved for Council. This report updates Cabinet in line with the Council's financial regulations and constitution.

Financial Implications:

To be completed by the Council's Section 151 Officer.

10. The financial implications are set out in the report and confirm the treasury management activities have been carried out in accordance with approved limits.

Appendices:

Please list any appended documents.

Background papers:

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

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

| Term | Meaning |
|------|---------|
| | |

This page is intentionally left blank



| | |
|--------------------------------|----------------------------------|
| Classification: Open | Decision Type: Non-Key |
|--------------------------------|----------------------------------|

| | | |
|-------------------|---|--------------------------------|
| Report to: | Cabinet | Date: 04 September 2024 |
| Subject: | Appointments Update | |
| Report of | Cabinet Member for Corporate Affairs and HR | |

Summary

This report sets out amendments to the appointments made at the Annual Meeting of the Council held on 22nd May 2024.

Recommendation(s)

That: Cabinet notes the appointments and amendments to appointments made since the Annual Meeting of Council as set out at paragraph 2.

Reasons for recommendation(s)

N/A

Alternative options considered and rejected

N/A

Report Author and Contact Details:

Name: Julie Gallagher

Position: Head of Governance

E-mail: Julie.gallagher@bury.gov.uk

Background

1. At the Annual Meeting of the Council held on 22nd May 2024 the Council resolved, in respect of the various appointments made at that meeting, that the Chief Executive, in consultation with the Leaders of the political groups on the Council, be authorised to determine any appointments to bodies which remain to be filled and any changes in appointments or any new appointments to be made during the 2024/2025 Municipal Year and that any such appointments be reported to the Cabinet for information.
2. Since that meeting, the following appointments and amendments to appointments have been made:-

Committees:

- Overview and Scrutiny Housing Subgroup – Councillor Ayesha Arif

Outside Bodies:

- Housing Advisory Board – Independent Member, Ella O'Neill, Stepping Stones
- GM Pension fund - Councillor Sean Thorpe
- GM Children and Young People Scrutiny – Councillor Lucy Smith

Links with the Corporate Priorities:

N/A

Equality Impact and Considerations:

N/A

Environmental Impact and Considerations:

N/A

Assessment and Mitigation of Risk:

| Risk / opportunity | Mitigation |
|--------------------|------------|
| N/A | |

Legal Implications:

Any changes in appointments subsequent to the Annual Council meeting are authorised to be determined by the Chief Executive in consultation with the Leaders of the political groups on the Council. These are reported to the Cabinet for information.

Financial Implications:

There are no financial implications.

Appendices:

None.

Background papers:

[ANNUAL APPOINTMENTS REPORT !\[\]\(c3d993ca47bfe2a953c700506ce31fa0_img.jpg\) PDF 372 KB](#)

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

| Term | Meaning |
|------|---------|
| | |

This page is intentionally left blank

**MINUTES OF THE MEETING OF THE GREATER MANCHESTER COMBINED
AUTHORITY HELD ON FRIDAY 14th JUNE 2024 AT OLDHAM COUNCIL
CHAMBER**

PRESENT

| | |
|-------------------------------------|-----------------------------|
| Mayor of Greater Manchester | Andy Burnham (in the Chair) |
| Deputy Mayor (Police, Crime & Fire) | Kate Green |
| Bolton | Councillor Nick Peel |
| Bury | Councillor Eamonn O'Brien |
| Manchester | Councillor Bev Craig |
| Oldham | Councillor Arooj Shah |
| Rochdale | Councillor Daalat Ali |
| Salford | Mayor Paul Dennett |
| Stockport | Councillor Mark Hunter |
| Trafford | Councillor Tom Ross |
| Wigan | Councillor David Molyneux |

OFFICERS IN ATTENDANCE:

| | |
|-----------------------------|--------------------|
| GMCA Deputy Chief Executive | Andrew Lightfoot |
| GMCA Monitoring Officer | Gillian Duckworth |
| GMCA Treasurer | Steve Wilson |
| Stockport | Caroline Simpson |
| Tameside | Sandra Stewart |
| Wigan | James Winterbottom |
| GMCA | Sylvia Welsh |
| GMCA | Lee Teasdale |

GMCA 81/24 APOLOGIES

That apologies be received and noted from Councillor Neil Emmott (Rochdale) & Councillor Gerald Cooney (Tameside).

GMCA 82/24 APPOINTMENT OF CHAIR 2024/25

RESOLVED -/

That it be noted that Andy Burnham, as the Mayor of Greater Manchester, under Part 5A, section 4 of the Constitution, is the Chair of the GMCA (ex-officio).

GMCA 83/24 APPOINTMENT OF VICE-CHAIRS 2024/25

RESOLVED -/

1. That it be noted that City Mayor, Paul Dennett, Deputy Mayor, is automatically appointed as a Vice Chair of the GMCA, under Part 5A, section 4, of the Constitution.
2. That it be noted that that Councillor Mark Hunter is automatically appointed as a Vice Chair of the GMCA, under Part 5A, section 4, of the Constitution.
3. That the appointment of Councillor Bev Craig as a Vice Chair of the GMCA , under Part 5A, section 4, of the Constitution be approved.

GMCA 84/24 APPOINTMENTS TO GREATER MANCHESTER BODIES

The Mayor of Greater Manchester, Andy Burnham invited Gillian Duckworth, GMCA Monitoring Officer, to detail the appointments and nominations to various Committees and other bodies within the Greater Manchester system of governance.

Concern was expressed regarding the calculation of some opposition allocations which were incorrect and only amended late within the process resulting in insufficient time for the nominations to be provided for the meeting. Apologies were offered and accepted within the meeting with a request that measures be put in place to ensure that there was no recurrence in future years.

RESOLVED -/

1. That appointments by Greater Manchester Local Authorities of members and substitute members to the Greater Manchester Combined Authority for 2024/25 be noted, and that it also be noted that all substitute members will be invited to attend meetings of the GMCA, to be able to speak but not vote (unless acting in the absence of their member) as provided for in the constitution.
2. That the appointment of Julie Connor, Director of Governance & Scrutiny, as the Secretary of the GMCA be approved.
3. That Councillors Nick Peel (Lab) (Bolton), Bev Craig (Lab) (Manchester), Arooj Shah (Lab) (Oldham), Gerald Cooney (Lab) (Tameside), and Mark Hunter (Lib Dem) (Stockport) be appointed to the GMCA Standards Committee for 2024/25.
4. That Members Andy Burnham (Lab), Bev Craig (Lab), (Manchester), Paul Dennett (Lab) (Salford), Eamonn O'Brien (Lab), (Bury), Tom Ross (Labour) (Trafford), David Molyneux (Lab) (Wigan) and Mark Hunter (Lib Dem) (Stockport) be appointed to the GMCA Resources Committee for 2024/25.
5. That Councillors Elliot Moss (Lab) (Bury), Andrew Simcock (Lab) (Manchester), Colin McLaren (Lab) (Oldham) and Dylan Butt (Con) (Trafford) be appointed as the member and Councillors Emily Mort (Lab) (Bolton) and Jack Youd (Lab) (Salford) be appointed as the substitute members to the GMCA Audit Committee for 2024/25.
6. That the following 15 members and substitute members be appointed to the GMCA Waste & Recycling Committee for 2024/25 as follows:

| District | Member | Substitute |
|---------------|-------------------------|-----------------------|
| Bolton | Richard Silvester (Lab) | Robert Morrisey (Lab) |
| Bury | Alan Quinn (Lab) | To be confirmed (Lab) |

| | | |
|-------------------|----------------------------|---------------------------|
| | Gareth Staples-Jones (Lab) | To be confirmed (Lab) |
| Manchester | Lee-Ann Igbon (Lab) | To be confirmed (Lab) |
| | Shaukat Ali (Lab) | To be confirmed (Lab) |
| Oldham | Ken Rustidge (Lab) | To be confirmed (Lab) |
| | Pam Byrne (Con) | David Arnott (Con) |
| Rochdale | Aasim Rashid (Lab) | To be confirmed (Lab) |
| Salford | David Lancaster (Lab) | Barbara Bentham (Lab) |
| | | Arnold Saunders (Con) |
| Stockport | Dena Ryness (Lab) | Davd Meller (Lab) |
| | Mark Roberts (Lib Dem) | Grace Baynham (Lib Dem) |
| Tameside | Denise Ward (Lab) | Hugh Roderick (Lab) |
| Trafford | Stephen Adshead (Lab) | To be confirmed (Lab) |
| | Dylan Butt (Con) | |
| | To be confirmed (Lib Dem) | To be confirmed (Lib Dem) |
| Wigan | NA | |

7. That it be noted that the appointment of the Chair of the GMCA Waste & Recycling Committee will be made by the GMCA, on the recommendation of the GMCA Waste & Recycling Committee.
8. That the appointment of the Mayor of Greater Manchester to the Bee Network Committee for 2024/25 be noted.
9. That Tom Ross (Lab) (Trafford) be appointed, to act as the substitute member for the Mayor of Greater Manchester, to the Bee Network Committee for 2024/5.
10. That Eamonn O'Brien (Lab) (Bury) be appointed to act as the GMCA member on the Bee Network Committee member for 2024/25, and that Neil Emmott

(Lab) (Rochdale) be appointed to act as GMCA substitute member on the Bee Network Committee for 2024/25.

11. That the appointments to the Bee Network Committee by the 10 GM Local Authorities for 2024/25, be noted, as follows:

| District | Member | Substitute |
|-------------------|-------------------------|----------------------------|
| Bolton | Hamdi Khurram (Lab) | Sean Fielding (Lab) |
| Bury | Alan Quinn (Lab) | Gareth Staples-Jones (Lab) |
| Manchester | Tracey Rawlins (Lab) | To be confirmed (Lab) |
| Oldham | Joshua Charters (Lab) | Chris Goodwin (Lab) |
| Rochdale | Phil Burke (Lab) | Aasim Rashid (Lab) |
| Salford | Paul Dennett (Lab) | Mike McCusker (Lab) |
| Stockport | Grace Baynham (Lib Dem) | Mark Roberts (Lib Dem) |
| Tameside | Laura Boyle (Lab) | Andrew McClaren (Lab) |
| Trafford | Aidan Williams (Lab) | Stephen Adshead (Lab) |
| Wigan | Paul Prescott (Lab) | John Vickers (Lab) |

12. That it be noted that the Mayor will appoint up to 4 additional members to the GMCA Bee Network Committee.
13. That the Bee Network Committee be requested to appoint 5 members from the Committee (**4 Labour and 1 Conservative**) to the GMATL Board for 2024/25.

14. That 20 members and 20 substitute members be appointed to the GMCA Overview & Scrutiny Committee for 2024/25 as follows:

| District | Member | Substitute |
|-------------------|-----------------------------|--------------------------|
| Bolton | Nadim Muslim (Con) | Mohammed Iqbal (Lab) |
| | Peter Wright (Independent) | Robert Morrisey (Lab) |
| Bury | Russell Bernstein (Con) | Gavin McGill (Lab) |
| | Imran Rizvi (Lab) | To be confirmed (Lab) |
| Manchester | John Leech (Lib Dem) | |
| | Basil Curley (Lab) | John Hughes (Lab) |
| | Mandie Shilton Godwin (Lab) | Anthony McCaul (Lab) |
| Oldham | Colin McLaren (Lab) | Louie Hamblett (Lib Dem) |
| | | Junaid Hussain (Lab) |
| Rochdale | Dylan Williams (Lab) | Ashley Dearnley (Con) |
| | Terry Smith (Lab) | Sameena Zaheer (Lab) |
| Salford | Lewis Nelson (Lab) | Neil Reynolds (Lab) |
| | Joshua Brooks (Lab) | Maria Brabiner (Lab) |
| Stockport | Rachel Wise (Lab) | Steve Gribbon (Lib Dem) |
| | | Helen Hibbert (Lab) |
| Tameside | Nalia Sharif (Lab) | Liam Billington (Con) |
| | Claire Reid (Lab) | Theresa Smith (Lab) |
| Trafford | Sean Ennis (Lib Dem) | George Delvin (Lab) |
| | Ged Carter (Lab) | Keleigh Glenton (Lab) |
| | Jill Axford (Lab) | |
| Wigan | Joanne Marshall (Lab) | Mary Callahan (Lab) |
| | Fred Walker (Lab) | Debra Wailes (Lab) |

15. That the appointments made by the GM Local Authorities to the GM Culture & Social Impact Fund Committee for 2024/25 be approved as follows:

| District | Member | Substitute Member |
|-----------------|---------------|--------------------------|
|-----------------|---------------|--------------------------|

| | | |
|----------------------------|-----------------------------|-------------------------|
| GMCA Portfolio Lead | Neil Emmott | |
| Bolton | Nadeem Ayub (Lab) | Karen Hon (Lab) |
| Bury | Charlotte Morris (Lab) | To be confirmed |
| Manchester | Tim Whiston (Lab) | Leslie Bell (Lab) |
| Oldham | Peter Dean (Lab) | Aftab Hussain (Lab) |
| Rochdale | Janet Emsley (Lab) | Kathryn Bromfield (Lab) |
| Salford | Hannah Robinson-Smith (Lab) | Jack Youd (Lab) |
| Stockport | To be confirmed | To be confirmed |
| Tameside | Vimal Choksi (Lab) | Sangita Patel (Lab) |
| Trafford | Catherine Hynes (Lab) | Rose Thompson (Lab) |
| Wigan | Chris Ready (Lab) | Keith Cunliffe (Lab) |

16. That the appointments to the Green City Region Board as nominated by the 10 GM Local Authorities for 2024/25 be approved as follows:

| District | Member |
|----------------------------|---------------------------|
| GMCA Portfolio Lead | Tom Ross (Lab) |
| Bolton | Richard Silvester (Lab) |
| Bury | Gareth Staple-Jones (Lab) |
| Manchester | Tracey Rawlins (Lab) |
| Oldham | Abdul Jabbar (Lab) |
| Rochdale | Tricia Ayrton (Lab) |
| Salford | Mike McCusker (Lab) |
| Stockport | To be confirmed |
| Tameside | Jack Naylor (Lab) |
| Trafford | Aidan Williams (Lab) |
| Wigan | Paul Prescott (Lab) |

17. That the GMCA Green-City Region Portfolio Leader be appointed to the Greater Manchester Green City Region Partnership Board for 2024/25.
18. That the appointments to the Greater Manchester Homelessness Programme Board as nominated by the 10 GM Local Authorities for 2024/25 be approved as follows:

| District | Member | Substitute |
|----------------------------|-----------------------|----------------------------|
| GMCA Portfolio Lead | Paul Dennett (Lab) | |
| Bolton | Hamid Khurram (Lab) | To be confirmed |
| Bury | Clare Cummins (Lab) | Elizabeth Fitzgerald (Lab) |
| Manchester | Joanna Midgely (Lab) | To be confirmed |
| Oldham | Elaine Taylor (Lab) | Chris Goodwin (Lab) |
| Rochdale | Daniel Meredith (Lab) | To be confirmed |
| Salford | Tracy Kelly (Lab) | Wilson Nkurunziza (Lab) |
| Stockport | To be confirmed | To be confirmed |
| Tameside | Andrew McLaren (Lab) | To be confirmed |
| Trafford | James Wright (Lab) | To be confirmed |
| Wigan | Susan Gambles (Lab) | Paula Wakefield (Lab) |

19. That the appointments to the Greater Manchester Children's Board as nominated by the 10 GM Local Authorities for 2024/25 be approved as follows:

| District | Member |
|----------------------------|-----------------------|
| GMCA Portfolio Lead | Mark Hunter (Lib Dem) |
| Bolton | Martin Donaghy (Lab) |
| Bury | Tamoor Tariq (Lab) |
| Manchester | To be confirmed |
| Oldham | Shaid Mushtaq (Lab) |
| Rochdale | Rachel Massey (Lab) |
| Salford | Jim Cammell (Lab) |
| Stockport | To be confirmed |

| | |
|-----------------|----------------------|
| Tameside | Bill Fairfoull (Lab) |
| Trafford | Karina Cater (Lab) |
| Wigan | Jenny Bullen (Lab) |

20. That the appointments from the GM Local Authorities to the Clean Air Charging Authorities Committee for 2024/25 be noted as follows:

| District | Member | Substitute |
|-------------------|-------------------------|--------------------------|
| Bolton | Richard Silvester (Lab) | Hamid Khurram (Lab) |
| Bury | Alan Quinn (Lab) | Gary Staples-Jones (Lab) |
| Manchester | Tracey Rawlins (Lab) | Linda Foley (Lab) |
| Oldham | Abdul Jabbar (Lab) | Joshua Charters (Lab) |
| Rochdale | Trisha Ayrton (Lab) | To be confirmed |
| Salford | Mike McCusker (Lab) | Jane Hamilton (Lab) |
| Stockport | To be confirmed | To be confirmed |
| Tameside | Denise Ward (Lab) | Gerald Cooney (Lab) |
| Trafford | Aidan Williams (Lab) | Stephen Adshead (Lab) |
| Wigan | Paul Prescott (Lab) | Joanne Marshall (Lab) |

21. That the appointments from the GM Local Authorities to the Air Quality Administration Committee for 2024/25 be noted as follows:

| District | Member | Substitute |
|-------------------|-------------------------|--------------------------|
| GMCA | Eamonn O'Brien | |
| Bolton | Richard Silvester (Lab) | Hamid Khurram (Lab) |
| Bury | Alan Quinn (Lab) | Gary Staples-Jones (Lab) |
| Manchester | Tracey Rawlins (Lab) | Linda Foley (Lab) |
| Oldham | Abdul Jabbar (Lab) | Joshua Charters (Lab) |
| Rochdale | Tricia Ayrton (Lab) | To be confirmed |
| Salford | Mike McCusker (Lab) | Jane Hamilton (Lab) |
| Stockport | To be confirmed | To be confirmed |
| Tameside | Jacqueline North (Lab) | Andrew McLaren (Lab) |
| Trafford | Aidan Williams (Lab) | Stephen Adshead (Lab) |

| | | |
|--------------|---------------------|-----------------------|
| Wigan | Paul Prescott (Lab) | Joanne Marshall (Lab) |
|--------------|---------------------|-----------------------|

22. That the Portfolio Leader for Clean Air be appointed to the Air Quality Administration Committee.
23. That the appointments from the GM Local Authorities to the GM Clean Air Scrutiny Committee for 2024/25 be noted as follows:

| District | Member | Substitute |
|-------------------|-----------------------------|-----------------------|
| | | |
| Bolton | Martin Donaghy (Lab) | Shafaqat Shaikh (Lab) |
| Bury | Elliot Moss (Lab) | To be confirmed |
| Manchester | Mandie Shilton Godwin (Lab) | To be confirmed |
| Oldham | Graham Shuttleworth (Lab) | Junaid Hussain (Lab) |
| Rochdale | Tom Besford (Lab) | To be confirmed |
| Salford | John Mullen (Lab) | Stuart Dickman (Lab) |
| Stockport | To be confirmed | To be confirmed |
| Tameside | Claire Reid (Lab) | To be confirmed |
| Trafford | Jill Axford (Lab) | To be confirmed |
| Wigan | Christine Roberts (Lab) | Samantha Brown (Lab) |

24. That the appointments from the GM Local Authorities to the Police Fire and Crime Panel for 2024/25 be noted as follows:

| District | Member | Substitute |
|-------------------|-----------------------|-----------------------|
| Bolton | Rabiya Jiva (Lab) | David Chadwick (Lab) |
| Bury | Sandra Walmsley (Lab) | Richard Gold (Lab) |
| Manchester | Garry Bridges (Lab) | To be confirmed |
| Oldham | Peter Dean (Lab) | To be confirmed |
| Rochdale | Janet Emsley (Lab) | To be confirmed |
| Salford | David Lancaster (Lab) | Barbara Bentham (Lab) |

| | | |
|------------------|-----------------------------------|-------------------------|
| Stockport | Councillor Tom Morrison (Lib Dem) | Steve Gribbon (Lib Dem) |
| Tameside | Vimal Choksi (Lab) | Barrie Holland (Lab) |
| Trafford | Rose Thompson (Lab) | Simon Thomas (Lab) |
| Wigan | Dane Anderton (Lab) | Paula Wakefield (Lab) |

25. That the appointments from the GM Local Authorities to the Police Fire and Crime Steering Group for 2024/25 as follows:

| District | Member | Substitute |
|-------------------|-----------------------------------|-----------------------|
| Bolton | Rabiya Jiva (Lab) | To be confirmed |
| Bury | Sandra Walmsley (Lab) | To be confirmed |
| Manchester | Garry Bridges (Lab) | To be confirmed |
| Oldham | Peter Dean (Lab) | Aftab Hussain (Lab) |
| Rochdale | Janet Emsley (Lab) | To be confirmed |
| Salford | David Lancaster (Lab) | Barbara Bentham (Lab) |
| Stockport | Councillor Tom Morrison (Lib Dem) | To be confirmed |
| Tameside | Vimal Choksi (Lab) | To be confirmed |
| Trafford | Rose Thompson (Lab) | Simon Thomas (Lab) |
| Wigan | Dane Anderton (Lab) | Paula Wakefield (Lab) |

26. That the appointments from GM Local Authorities to the GM Integrated Care Partnership Board be noted as follows:

| District | Member | Substitute |
|-------------------|--------------------------|------------------------|
| Bolton | Sean Fielding (Lab) | Jackie Schofield (Lab) |
| Bury | Tamoor Tariq (Lab) | Eamonn O'Brien (Lab) |
| Manchester | Bev Craig (Lab) | Thomas Robinson (Lab) |
| Oldham | Barbara Brownridge (Lab) | Marie Bashforth (Lab) |

| | | |
|------------------|----------------------|----------------------|
| Rochdale | Daalat Ali (Lab) | Faisal Rana (Lab) |
| Salford | John Merry (Lab) | Mishal Saeed (Lab) |
| Stockport | To be confirmed | To be confirmed |
| Tameside | Gerald Cooney (Lab) | Eleanor Wills (Lab) |
| Trafford | Jane Slater (Lab) | Tom Ross (Lab) |
| Wigan | Keith Cunliffe (Lab) | David Molyneux (Lab) |

27. That the Mayor of Greater Manchester be appointed to the GM Integrated Care Partnership Board.
28. That Andy Burnham (Lab), Arooj Shah (Lab) (Oldham), Bev Craig (Lab) (Manchester) and Eamonn O'Brien (Lab) (Bury) be appointed to the Greater Manchester Business Board (formerly Local Enterprise Partnership) for 2024/25.
29. That the Mayor of Greater Manchester be appointed to the Transport for the North Board and Rail North Committee.
30. That Eamonn O'Brien (Lab) (Bury) be appointed as the substitute member to the Transport for the North Board and as the substitute member to the Rail North Committee.
31. That Colin McLaren (Lab) (Oldham) be appointed, and Steve Adshead (Lab) (Trafford) be appointed as the substitute member to act as the GMCA's appointment to the Transport for the North Audit & Governance Committee.
32. That Mike McCusker (Lab) (Salford) be appointed, and Josh Charters (Lab) (Oldham) be appointed as the substitute member to act as the GMCA's appointment to the Transport for the North General Purposes Committee.

33. That Paul Prescott (Lab) (Wigan) be appointed, and Bev Place (Lab) (Rochdale) be appointed as the substitute member to act as the GMCA's appointment to the Transport for the North Scrutiny Committee.
34. That the Portfolio Leaders for Technical Education & Skills, Resource & Investment, Economy, Business & Inclusive Growth, Green City Region and Equalities & Communities be appointed to the UK Shared Prosperity Fund Board for 2024/25.
35. That Gerald Cooney (GMCA), Bev Craig (GMCA), Nazia Rehman (Wigan), Arooj Shah (GMCA) and Liz Patel (Trafford) be appointed to the Growth Company Board for 2024/25.
36. That subject to any further changes the GMCA may wish to make, all appointments are made up to the GMCA Annual Meeting in June 2025.

GMCA 85/24 REVIEW OF GMCA CONSTITUTION

RESOLVED /-

That the GMCA Constitution be noted.

GMCA 86/24 SCHEDULE OF MEETING DATES AND VENUES – 2024/25

RESOLVED /-

That the schedule of meeting dates and venues for 2024/25 be noted as follows:

2024

12 July 2024

27 September 2024

25 October 2024

29 November 2024

13 December 2024

2025

31 January 2025

7 February 2025

28 February 2025

28 March 2025

30 May 2025

27 June 2025

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank