

AGENDA FOR CABINET



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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, 8 January 2025
Place:	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, 06th January 2025. 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 03rd January 2025.

5 MINUTES (Pages 5 - 18)

Minutes from the meeting held on 04th December 2024 are attached.

6 PROCUREMENT OF BURY COUNCIL GAS CONTRACT (Pages 19 - 32)

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

7 PROCUREMENT AND APPROVAL OF VARIOUS CONTRACTS FOR THE HRA CAPITAL PROGRAMME 2024/5 (Pages 33 - 38)

Report from the Cabinet Member for Housing Services is attached.

8 EXTENSION OF COUNCIL FRAMEWORK FOR DELIVERY OF HIGHWAY RELATED SERVICES. (Pages 39 - 42)

Report from the Cabinet Member for Environment, Climate Change and Operations attached.

9 BIODIVERSITY NET GAIN – COUNCIL-OWNED RECEPTOR SITES (Pages 43 - 54)

Report from the Cabinet Member for Environment, Climate Change and Operations attached.

10 ADULT SOCIAL CARE PERFORMANCE REPORT QUARTER 2 (Pages 55 - 78)

Report from the Deputy Leader and Cabinet Member for Health and Wellbeing attached.

11 PARKING STANDARDS IN BURY SUPPLEMENTARY PLANNING DOCUMENT *(Pages 79 - 136)*

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

12 HUNTLEY HOUSE AND SILVER STREET- HOMELESS TEMPORARY ACCOMMODATION AND SUPPORT *(Pages 137 - 146)*

Report from the Cabinet Member for Housing Services is attached.

13 FUTURE OF SIX TOWN HOUSING *(Pages 147 - 154)*

Report from the Cabinet Member for Housing Services is attached.

14 MINUTES OF ASSOCIATION OF GREATER MANCHESTER AUTHORITIES / GREATER MANCHESTER COMBINED AUTHORITY *(Pages 155 - 172)*

To consider the minutes of meeting of the Greater Manchester Combined Authority held on the 29th November 2024.

15 URGENT BUSINESS

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

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Minutes of: CABINET

Date of Meeting: 4 December 2024

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

Also in attendance: Councillors R Bernstein, M Smith, J Lancaster and C Birchmore.
Lynne Ridsdale, Jacqui Dennis, Jeanette Richards, Neil Kissock, Neil Long, Robert Summerfield, Sam McVaugh, Kate Waterhouse, Chloe Ashworth and Julie Gallagher.

Public Attendance: 1 member of the public were present at the meeting.

Apologies for Absence: Councillor C Cummins and Councillor A Quinn

CA.265 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Cummins and Councillor Quinn.

CA.266 DECLARATIONS OF INTEREST

There were no declarations of interest.

CA.267 PUBLIC QUESTION TIME

There were no public questions.

CA.268 MEMBER QUESTION TIME

Two questions were received in advance of the meeting.

The following question was submitted in advance of the meeting by Councillor Lancaster:

As an extra £100 thousand was allocated to gully cleansing this year and seeing the damage caused last week in the borough by heavy rain, Does the council believe the system in place is working?

Responding, Councillor O'Brien, Leader of the Council reported that when we receive severe rainfall weather warnings our Streetscene team carry out additional checks of all known flooding hot-spots including trash screens and culverts. We also put in place on-call teams to respond to any reports of localised flooding. During Storm Bert our teams worked brilliantly to deal with flooding incidents. However, whilst gully cleaning is important, this alone will not prevent flooding during these extreme rainfall events. Rainfall is increasing in duration and intensity due to the climate change crisis we are facing. It is an unfortunate fact that many of the existing drainage systems, most of which are the responsibility of United Utilities, were never designed to take these increases in rainfall. The extra resource will allow approximately 20,000 additional gullies per year to be checked and then cleaned if required.

The Leader committed to sharing graphical representations of this during the extreme weather event following the meeting.

A further supplementary question was submitted:

Councillor Lancaster advised that four sites in Radcliffe North and Ainsworth Ward residents have highlighted concerns during the storm two properties were flooded one on Turks Road and three in Ainsworth. Councillor Lancaster was asked to flag the matter with Neil Long, Assistant Director of Operations, Councillor Quinn and Councillor O'Brien.

The following question was submitted in advance of the meeting by Councillor Birchmore:

A recent email to myself and other Councillors regarding the Star Academy school in Radcliffe provides the following explanation and new schedule:

- The DfE have confirmed that there are delays to the programme start date due to inflationary pressures resulting in the cost exceeding original estimates.

- The additional cost uplifts require further internal DfE approval following their due diligence processes before finalising the timing and costs of the construction project.
- The DfE have advised that the approval process is anticipated to be completed in January 2025.
- The anticipated handover of the completed school building is July 2026.

We have seen several completion dates pass and now a second-year intake will have to spend the whole year in temporary accommodation. How sure is the Council that the proposed completion date will be met to avoid a third-year intake going into temporary accommodation and what is being done by the Council to avoid this situation?

Responding, Councillor Lucy Smith reported that further to the enquiry the Council can confirm that it continues to have regular meetings with its partners the Star Academy Radcliffe and the DfE in regard to the delivery of the new free school at Spring Lane, Radcliffe.

At these meetings a number of areas are discussed, and both the Star Academy representatives and the Council continue to have robust discussions to ensure the delivery of the school is on track for September 2026. Following the most recent discussions this week there is no change to that approach and the DfE are currently finalising the contractual agreement with its delivery contractor Morgan Sindall. While the Council and Star Academy do not have any involvement in the contractual agreements and management between the DfE and Morgan Sindall, the Council continue to ensure that milestones are met and assist in supporting the DfE in their delivery in any way it can. There is no information to suggest that the current project delivery of the new school is under any threat. Should such concerns become apparent council officers would of course raise such concerns through the appropriate channels taking any potential action available to support and reduce the risk.

Further discussions took place regarding the notice and updates received to Councillors. Members were informed that the Council has regular updates with the Department for Education and when information is communicated it is given to the School and Council at the same time which can increase queries from residents before all Councillors are aware.

A request was made for the Leader, Councillor O'Brien, Councillor Smith to invite the Senior Manager for Star Academy to a future public meeting.

CA.269 MINUTES

It was agreed:

That the minutes of the meeting held on 06th November 2024 be approved as a correct record.

CA.270 PROCUREMENT AND APPROVAL OF VARIOUS CONTRACTS FOR THE CAPITAL PROGRAMME

The Leader and Cabinet Member for Strategic Growth presented the report on behalf of Councillor Cummins, Cabinet Member for Housing Services which sought formal approval of contract award recommendations following completion of the mini competition exercises and a direct award in the case of the Moorfield roofing project. All of these procurement activities have been carried out through Procure Plus frameworks, with the support of STAR and the councils procurement team. The Capital Programme was approved in July with various elements of works being identified, all approvals within this report formed part of the original programme.

Councillor Bernstein queried if similar projects in the past have been considered at Council or Cabinet meetings. In response Jacqui Dennis, Director of Law and Democratic Services confirmed that when the Housing stock was externalised there were different processes, this report aligns to Council governance.

Councillor Smith raised a query on keeping the Bury Pound within the Borough of Bury. The Leader assured members that the companies are local, in Westhoughton and Bolton but committed to picking up as a future matters arising the Business Growth and Infrastructure Team to produce an information document through a social value lens on local businesses who are on the framework.

Decision:

Cabinet:

Approved the award of the following contracts:

1. Roofing Lot 1 - Successful contractor BAAS, contract value £1,572,227
2. Roofing Lot 2 - Successful Contractor – WRPS, contract value £981,063
3. Roofing Moorfield - Successful Contractor – WRPS, contract's value £1,418,424
Energy Tender- Successful Contractor - Green Homes Grant, Installs contracts value £791,829.
4. Noted that the Communal Works Lot 1 and Lot 2 will be considered at Cabinet on the 08th January 2025.

Alternative options considered and rejected:

- Do nothing: Due to the nature of the works (compliance work as identified by the FRA reports), the works need to be completed to ensure Bury's general needs stock is compliant with the current regulations.
- Deliver Inhouse: The works were originally offered to the in house contractor but they were unable to deliver due to lack of capacity.
- Open Tender: This option was considered and is possible, however this would involve significantly more time and costs in the procurement process as a whole and for no real benefit. The use of this framework is free and ensures that all suppliers have been evaluated and approved based on their capabilities, expertise, and compliance within required criteria along with pre-negotiated terms and conditions. Further competition exercise enabled the council to tailor the service requirements to the Council's specific needs. There are little or no benefits to going out to open tender over using this framework and as a result this option was dismissed.

CA.271 SKYLINE GMCA RESIDENTIAL CHILDREN'S HOMES

Councillor Lucy Smith, Deputy Leader and Cabinet Member for Children and Young People presented the report which outlined that project Skyline is a Greater Manchester wide proposal to create a supply of children's homes to increase availability of looked after children placements in the Greater Manchester region for some of our most vulnerable young people. This will see ten new homes that can accommodate twenty four children with complex mental health issues or Emotional Behavioural Difficulties. The Greater Manchester Combined Authority is leading the procurement on behalf of the ten Greater Manchester local authorities.

Decision:

Cabinet:

1. Approved in principle to enter into a Partnership Agreement for Project Skyline as referred to in this report.
2. Note a further report will return to Cabinet.

Reasons for the recommendation(s):

Formally entering the partnership with all 10 Greater Manchester authorities will enable Bury to participate in progressing plans to invest in new regional provision that will be protected for Greater Manchester children and seek to develop a portfolio of new publicly owned residential provision to support children in care to GM authorities in need of residential provision.

At its core, creating dedicated Greater Manchester Combined Authority provision will mitigate the exposure to market forces, particularly the escalating cost of provision and sometimes sub-optimal outcomes for children. The partnership agreement is to establish ten homes for twenty four children and young people. Whilst this is a small number relative to the number of children in care to Greater Manchester authorities in private sector children's homes (slightly less than 600 currently), it represents an important shift and return to the children's homes market for GM local authorities.

Bury is the only Local Authority in Greater Manchester that does not have internal residential homes, so we are the most challenged of all GM authorities in terms of sufficiency of specialist homes and our subsequent exposure to market forces, we have seen a marked increase in the number of residential placements currently at forty six having seen an increase in volume of 21% over the past 12 months ,with an weekly average cost of £5,834 per child at the end of Q1 2024/25 and with a total cost of £8.7m at 2023/24 outturn.

Risks arising from the partnership agreement are detailed in section 7.2 to 7.5 of the report and predominantly focus on the liability of individual local authorities for losses and the length of the agreement. It is important that these risks are understood, however they need to be viewed in the context of spiralling costs to councils from increasing use of private sector Children's Homes. Viewed in this context the risks from participation in the partnership are outweighed by the need to change how this market is currently operating.

The agreement is for an initial 7-year period, with the option for 3 further years. Engagement in Project Skyline would be a complementary facet of Bury's sufficiency strategy whilst we also develop plans for our own residential provision and build the number of fostering households and the range of needs that foster homes are able to meet.

Alternative options considered and rejected:

The two main alternatives to the proposal are to either do nothing and continue to solely purchase from the private sector market or to solely develop our own provision. As outlined above, the council is looking at both the Project Skyline and developing our own residential

provision to reduce dependence on the private sector market for children's homes, as it is increasingly costly and poses a threat to long term council financial viability.

The council has already approved the development of its own residential provision is November 2024 and Project Skyline should be seen as complementary to the council's own proposal, rather than either being an alternative to the other. Project Skyline provides 24 homes for children across GM and the council's proposal provides for the development of 6 homes for children. These figures should be seen in the context of close to 600 children in private sector residential homes across GM and 46 children currently in the care of Bury. One can see that this is the beginning of a broader rebalancing of provision between public and private sector.

Furthermore, as part of the plans across GM, Project Skyline envisages developing specialist children's homes for children vulnerable to extra-familial safeguarding risks and with acute mental health/behavioural concerns. This provision would differ from the type of homes that Bury itself would be seeking to establish.

CA.272

QUARTER 2 FINANCE POSITION

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

- The 2024/25 forecast revenue outturn position as at 30 September 2024.
- The 2024/25 forecast savings position as at 30 September 2024.
- The 2024/25 forecast capital outturn position as at 30 September 2024, noting the revised capital programme and request approval of the further re-phasing of £4.973m of the capital programme into future years.
- The 2024/25 forecast Collection Fund position as at 30 September 2024
- The updated 2024/25 budget and forecast for the Housing Revenue Account (HRA) position as at 30 September 2024.

It was noted that the 2024/25 general fund revenue month 6 forecast outturn position shows an overspend of £3.011m which represents a variance of 1.34% compared to the overall net revenue budget of £224.840m, an increase in the forecast overspend of £391k from the position at month 3 previously reported to Cabinet.

Councillor Bernstein, reflected on comments from the District Auditor that it is imperative we do all we can to reduce a 1.3 % overspend under better control. Councillor Thorpe agreed and reflected that the challenge is from two predominant pressures; increased demand and cost of servicing that demand. Members were given assurances that the Council is continuously looking for savings.

In response to a question from Councillor Mike Smith regarding the increase of Council tax past 5% members were advised that this would only be considered as a last resort and was not under consideration.

Decision:

Cabinet:

1. Noted the 2024/25 forecast revenue outturn position as at 30 September 2024 of a £3.011m overspend (1.34%) against a net budget of £224.480m.
2. Noted the 2024/25 forecast savings position as at 30 September 2024 of a forecast overachievement of £332k (5.23%) against an agreed target of £6.345m.

3. Approved the in-year updates and re-phasing of the capital programme, revising the capital delivery programme for 2024/25 to £85.339m which will form the basis for future in-year monitoring and reporting of performance.
4. Noted the 2024/25 forecast Collection Fund Position as at 30 September 20204 of a surplus of £3.921m of which £3.291m relates to Bury's share.
5. Approved the revised Housing Revenue Account (HRA) budget of a £5.997m surplus before appropriations following the work undertaken to integrate the Six Town Housing budgets and management structure into the HRA.

Reasons for recommendation(s):

To update members on the Council's budgetary position and actions taken or being taken to ensure budgetary targets are achieved.

This report is in accordance with the Council's financial procedure regulations.

Alternative options considered and rejected:

None.

CA.273 PRESTWICH REGENERATION

The Leader and Cabinet Member for Strategic Growth presented the report which sought approval for the Prestwich Regeneration LLP (the Joint Venture company [JV]) of which the Council are 50%, to appoint the main contractor for the main works for the delivery of Phase 1A of the Prestwich Village Regeneration Scheme.

It was noted that this report is the second stage and a follow-up to the Cabinet report 16th July 2024 where approval was given for the legal structure and procurement strategy to appoint the Developer for the Scheme, which in turn will secure the services of a contractor using a Public Contracts Regulations 2015 (PCR) compliant procurement route.

Councillor Bernstein did highlight his concern regarding the report being received late. The Leader assured members that this will always try to be avoided in the future and apologised to members.

Decision:

Cabinet:

1. Agree consent for the Council (as 50% of the JV [LLP]) to provide approval to the JV [LLP] to appoint and enter into a building contract with VINCI as the main contractor to deliver Phase 1A (Travel Hub).
2. Accepted the tender report recommendation that VINCI undertake the main works at a sum contained within Part B, subject to the agreement of any contract amendments and clarifications, and within the previously approved cost envelope
3. Delegated authority to the Director of Law and Democratic Services in consultation with the Executive Director of Place to finalise and execute the building contract (noting that approval to be able to negotiate and complete detailed legal and procurement agreements associated with the delivery of the Scheme was given on 16th July 2024), consultant appointments, warranties and any other related ancillary agreements.
4. Delegate authority to the Director of Law and Democratic Services in consultation with the Executive Director of Place to execute the Pagabo Client Access Agreement on behalf of the Council as a Member of the JV [LLP].

Reasons for recommendation(s)

The use of Pagabo alongside objective criteria assessment is a PCR compliant procurement route which gives the ability to award the contract under this framework to deliver the main construction works for Phase 1A. This also ensures the successful completion of the strategic enablement phase of the Scheme that will unlock the next development phases in Prestwich.

The use of a PCR compliant framework reduces the need to undertake a full tender process and significantly reduces the time required to appoint a main contractor. It also facilitates access to contractors of an appropriate tier and level of experience to deliver the travel hub. This ensures that Phase 1A is delivered competently, within the expected timescales and reduces risk of contractor failure.

Through the procurement process, VINCI were able to offer the ability to deliver at the scale and complexity needed, demonstrated they had the ability to contract with the JV [LLP] terms and were able to evidence the financial standing to secure deliverability. Their financial standing was assessed as good, and they are considered a sustainable enterprise.

Secured delivery of the Travel Hub is in line with the approved funding envelope of £14m with significant risk transfer to the Main Contractor negotiated by the Developer.

Alternative options considered and rejected

The use of a procurement framework to undertake a mini competition was considered but discounted. This was because the framework provider was able to offer objective summary comparison data to allow the Council to differentiate between commercial and quality measures for each contractor. This information was sourced by the framework following the competitive dialogue carried out during the framework tender process. As such, a mini-competition was not considered necessary. However, further, objective measures have been used by the Council to further differentiate between contractors to ensure value for money has been secured for the project.

The use of an alternative procurement framework was discounted due to commercial efficiencies of using Pagabo for the Developer Framework and Contractor Framework.

A full and open tender process on The Chest was discounted due to the timescales involved in undertaking a full PCR compliant tender process for the selection of a Main Contractor and the knock-on impact this would have on the commencement of works on site.

CA.274 WHITEFIELD TOWN CENTRE PLAN

The Leader and Cabinet Member for Strategic Growth proposed that the plan is withdrawn and reviewed when the plan itself addresses issues raised by members and stakeholders.

Decision:

Cabinet:

The report be withdrawn and a new report be brought to a future meeting of Cabinet.

CA.275 APPROVAL TO AWARD A CONTRACT FOR DELIVERY OF MILLTOWN STREET BRIDGE, RADCLIFFE

The Leader and Cabinet Member for Strategic Growth presented the report on behalf of the Cabinet Member for the Cabinet Member for Environment, Climate Change and Operations

which sought approval of a contract award for the replacement of Milltown Street Bridge in Radcliffe following a tendering process.

It was noted that construction expected to commence in Spring 2025.

Councillor Mike Smith raised that Milltown Street should be considered within the future for development and improvements.

Decision:

Cabinet:

1. Agreed that following the agreement of funding at the Bee Network Committee on 28th November that Cabinet approve the appointment of the winning bidder which has been procured via an open tender exercise under an NEC4 contract to deliver the replacement Milltown Street Bridge scheme and to delegate negotiation and finalisation of contracts to the Director of Operations in consultation with the Director of Law and Governance.
2. Agreed that the finalisation and sealing of the NEC4 contract together with any related documents, including the variation of the grant funding agreement from City Region Sustainable Transport Settlement (CRSTS), be delegated to the Director of Law and Democratic Services in consultation with the Executive Director of Operations and the Cabinet Member for Environment, Climate Change and Operations.

Reasons for recommendation(s)

- The Milltown Street Bridge scheme is a key priority for Bury Council, TfGM and GMCA. It is a key element of the Greater Manchester Bee Active Network in Radcliffe and will complement the proposed CRSTS investment in cycling and walking infrastructure elsewhere in Radcliffe. It will provide improved connectivity for deprived communities and will form part of a wider programme to improve journey quality, reduce travel times, and improve health and wellbeing.
- An open tender exercise was carried out by Bury Council under an NEC4 contract via The Chest in accordance with Contract Procurement Rules. The scheme is fully funded by GMCA with Department for Transport Funding (DfT) awarded to the GM Mayor through the City Region Sustainable Transport Settlement.
- The scheme has progressed to Full Business Case approval through the GMCA agreed governance process and is ready to be delivered. A delay in appointing a contractor could result in the loss of funding to replace the bridge and the risk of clawback of funding spent to date on design and development, as well as reputational risk to the Council. It could also impact on the Council's ability to secure future transport funding from GMCA and the DfT.

Alternative options considered and rejected

- To delay appointing a contractor and not to replace the bridge. This option has been discounted as it could result in the cost of replacing the bridge increasing and would risk non-completion within the funding timeframes.

The Leader and Cabinet Member for Strategic Growth presented the report which set out a series of proposed changes to the Council's leadership arrangements and senior accountabilities which seek to achieve further efficiencies whilst assuring capacity and alignment to deliver.

It was noted that the report proposes to shift the Council's organisational model from five to four delivery departments, integrating most of the services within the current Operations Department within the Business Growth and Infrastructure function, which will be renamed as the Place Department.

As part of these changes the Executive Director for Operations role will be deleted when the officer leaves the Council in April and the Leader placed on record thanks to Donna Ball for her leadership of the Department since 2020. During her time in Bury Donna has overseen the delivery of operational service throughout the Covid pandemic, including the provision of humanitarian aid, led a significant programme of modernisation of the Council's waste management services and the growth of Bury's internationally recognised Market. Donna will play a key role in helping to embed the new proposed arrangements over the first quarter of next year.

Cllr Bernstein sought reassurance on the recruitment and selection for the Executive Director role. In response the Leader assured Members that the distribution of services across the Council was a strong model and will bring together core services.

All members placed on record their tribute to the dedication and service delivery of Donna Ball, Executive Director of Operations.

Councillor Morris, reminded all members that voting is live for Britain's favourite Market: [Vote for Britain's Favourite Market - NABMA](#)

Decision:

Cabinet:

1. Approved the following structural changes as a basis for Consultation with affected staff:
 - A) The deletion of the post of Executive Director (Operations) upon the departure of the current postholder on 6 April 2025
 - B) The establishment of a new post of Director (Place Operations) at Chief Officer Band D (£85,962-£93,267) reporting to the Executive Director (Place) with leadership accountability for the StreetScene and Engineers, Waste and Transport and Commercial Services functions with the Heads of Service for these functions reporting directly to the new Director.
 - C) The transfer of the posts of Head of Wellness and their areas of responsibility to the leadership of the Director of Public Health in the Health and Care Department.
 - D) The transfer of the posts of Head of Facilities Management and their areas of responsibility to the leadership of the Director of Regeneration and Project Delivery within the Business, Growth and Infrastructure Department.
 - E) The redesignation of the post of Assistant Director (Operations Strategy) to Assistant Director (Public Protection & Community Safety) and transfer of this post to the Corporate Core under the direct leadership of the Executive Director (Strategy & Transformation). As well as their existing leadership accountability for Public Protection

the Operations Safety & Resilience Manager and Operations & Emergency Response Managers will move to report to this post.

2. Delegate authority to the Chief Executive and Leader of the Council in consultation with the Cabinet Members for HR and Corporate Affairs, Director of People and Inclusion and Monitoring Officer to consider responses received from the consultation and produce a final version of the structure for implementation.
3. Subject to consultation and implementation, the Monitoring Officer progresses any necessary changes to delegations within the Council's constitution.
4. Agree that, subject to consultation and implementation of the above proposals, the Executive Director (Operations) will continue to report directly to the Chief Executive and provide specialist support to the development of proposed new operating arrangements and key corporate projects until their Departure on 6 April 2025.
5. Agree that, subject to consultation and implementation of the above proposals, the Assistant Director (Operations) will be assimilated into the post of Director of Operations, reporting to the Executive Director (Place), to oversee the StreetScene and Engineers, Waste and Transport and Commercial Services functions as well as providing transition support to their other areas of responsibility.
6. Note the positive outcomes of the LGA Corporate Peer Challenge re-visit in October and the progress made on the Council's response to the original Peer Challenge.
7. Agree that, to take account of the proposed changes, the current Business Growth and Infrastructure Department be renamed as the Place Department to take account of the revised accountability.

Reasons for recommendation(s):

To support delivery of the Corporate Plan and LET'S Do It, it is crucial that the Council has an organisational delivery model which effectively aligns resources to its priorities and support joined-up working between Departments and across the Council as a whole. In the challenging budget context, the Council must seek to take all opportunities to realise savings through the rationalisation of leadership posts by reviewing and revising portfolios whilst also ensuring sufficient capacity to deliver.

Alternative options considered and rejected:

Maintaining the current structural arrangements. This is not viable in the current financial context and would not present the best future delivery model for the Council.

CA.277

BURY COUNCIL'S PROPOSAL TO SIGN UP TO THE CARE LEAVER COVENANT

The Deputy Leader and Cabinet Member for Children and Young People presented the report which sought approval for Bury Council to sign up to the Care Leaver Covenant (CLC). The CLC work with more than 500 organisations to connect young people with care experience to exclusive opportunities. By becoming a partner of the CLC, Bury Council will join 92 other unitary local authorities in demonstrating their commitment to care experienced young people.

Decision:

Cabinet:

1. Agreed to endorse and note Bury's Council's partnership with the Care Leaver Covenant, placing it alongside strategic partners within the sector, such as the Local Government Association and SOLACE, as well as leading councils, such as Leeds City Council, and signifying Bury's support for a 'whole council' approach to supporting our care experienced young people.

Reasons for recommendation(s)

Signing up to the Care Leaver Covenant will reinforce Bury Council's commitment to supporting young people with care experience by providing them with valuable opportunities for their future. The Care Leaver Covenant provides a framework for councils to support young people with care experience by connecting them to exclusive opportunities. By becoming a partner of the CLC, Bury Council will join 92 other unitary local authorities who have adopted the 'Whole Council Approach'. The key benefits include:

- Opportunity Take-Up: Encouraging care leavers and support workers to register with the 'Connects' app, enabling offers and opportunities to be shared with them. Internal council opportunities will be promoted through the 'Care Leaver Friendly Employers Charter.' The 'Inclusive Employers Toolkit' can also be shared with external employers.
- Awareness Raising: Promoting the Care Leaver Covenant within the council's supply chains, procurement, and commissioning services. The council can invite the CLC to speak at events or meetings with businesses and partners, enhancing social value requirements to include outcomes for care leavers. The Social Value Toolkit can be used to strengthen these outcomes.
- Policy Collaboration: Forming a council-wide representative working group to demonstrate partnership working and support the Covenant's initiatives. The economic development and procurement teams can offer proactive support.
- Care Leaver Covenant Ambassador: Appointing an ambassador who will work with the CLC engagement team and be kept informed about ongoing efforts and opportunities – an officer has already been identified for this role.
- Working in collaboration with the CLC, Councils bring together care leaver champions from across their authority with a view to unlocking opportunities from both internal and external partners. The Covenant's engagement team collaborate with business and community partners, linked to the Council's economic development team, to develop a localised network of Covenant signatories.
- As an employer, leading by example, Bury Council will also create protected employment opportunities for their care leavers alongside a supportive pre/post-employment pathway defined by the principles of the CLC's 'Care Leaver Friendly Employer's Charter.'

Alternative options considered and rejected:

The main alternative option would be not to sign up and to seek to develop our own support networks and arrangements. However, it costs nothing to sign up to the covenant and the Care Leavers Covenant has widespread sector credibility and profile. Signing up to the Covenant signals the council's commitment to care experienced young people, while also providing a framework to develop that commitment further and to support improved outcomes for our care experienced young people.

CA.278 MINUTES OF ASSOCIATION OF GREATER MANCHESTER AUTHORITIES / GREATER MANCHESTER COMBINED AUTHORITY

It was agreed:

That the minutes of the Greater Manchester Combined Authority meeting held on 25th October 2024 be noted.

CA.279 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.280 APPROVAL TO AWARD A CONTRACT FOR DELIVERY OF MILLTOWN STREET BRIDGE, RADCLIFFE - PART B

Councillor O'Brien, Leader and Cabinet Member for Strategic Growth presented the confidential report which set out the full financial details.

Decision:

Cabinet:

1. Agreed that following the agreement of funding at the Bee Network Committee on 28th November that Cabinet approve the appointment of the winning bidder which has been procured via an open tender exercise under an NEC4 contract to deliver the replacement Milltown Street Bridge scheme and to delegate negotiation and finalisation of contracts to the Director of Operations in consultation with the Director of Law and Governance.
2. Agreed that the finalisation and sealing of the NEC4 contract together with any related documents, including the variation of the grant funding agreement from City Region Sustainable Transport Settlement (CRSTS), be delegated to the Director of Law and Democratic Services in consultation with the Executive Director of Operations and the Cabinet Member for Environment, Climate Change and Operations.

Reasons for the decision:

- As set out for Part A.

Alternative options considered and rejected:

- As set out for Part A.

CA.281 PRESTWICH REGENERATION - PART B

Councillor O'Brien, Leader and Cabinet Member for Strategic Growth presented the confidential report which set out the full financial details.

Decision:

Cabinet:

1. Accept the tender report recommendation that VINCI undertake the main works at the sum set out in the report, subject to the agreement of any contract amendments and clarifications, and within the previously approved cost envelope (inclusive of fees and other project management costs).
2. Agree consent for the Council (as 50% of the JV [LLP]) to provide approval to the JV [LLP] to appoint and enter into a building contract with VINCI as the main contractor to deliver Phase 1A (Travel Hub).
3. Accepted the tender report recommendation that VINCI undertake the main works at a sum contained within Part B, subject to the agreement of any contract amendments and clarifications, and within the previously approved cost envelope (inclusive of fees and other project management costs).
4. Delegated authority to the Director of Law and Democratic Services in consultation with the Executive Director of Place to finalise and execute the building contract (noting that approval to be able to negotiate and complete detailed legal and procurement agreements associated with the delivery of the Scheme was given on 16th July 2024), consultant appointments, warranties and any other related ancillary agreements.
5. Delegate authority to the Director of Law and Democratic Services in consultation with the Executive Director of Place to execute the Pagabo Client Access Agreement on behalf of the Council as a Member of the JV [LLP].

Reasons for the decision:

- As set out for Part A.

Alternative options considered and rejected:

- As set out for Part A.

COUNCILLOR E O'BRIEN

Chair

(Note: The meeting started at 6.10 pm and ended at 7.25 pm)

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Classification: Open	Decision Type: Key
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Report to:	Cabinet	Date: 10 December 2024
Subject:	Renewal of the Council's Corporate Gas Supply Contract	
Report of	Cabinet Member for Corporate Affairs and HR	

1. Summary

The purpose of this report is to seek formal approval for the purchase and supply of the Council's corporate gas supply in an initial four-year contract for the period 1st April 2025 to 31st March 2029, with an option to extend another two years to March 2031 and a further two years to March 2033.

The Council's corporate gas supply contract covers supply of gas to Corporate Office Buildings, Schools (Inc Academies), Community Centres, Libraries, Leisure Facilities; Housing Services and Buildings occupied by Persona. This comprises in approximately 300 supply points across the borough.

2. Recommendation(s)

Cabinet is asked to:

Approve the use of YPO appointed framework supplier for the supply of gas through the framework duration. The estimated contract spend with Corona Energy (YPO's Framework corporate gas supplies) is £2.35m per annum (up to £9.4m over four years); and to authorise the Executive Director of Operations to award the contract and facilitate the execution, implementation and operation of the contract.

3. Reasons for recommendation(s)

The proposed arrangements ensure that the Council has a compliant Gas supply contract in place and has tested the market for best value.

Market Research

As part of the evaluation process, other local authorities have been contacted through the Greater Manchester Combined Authority (GMCA) Energy Managers group for their opinion of the YPO gas supply contract other authorities have expressed their intent to access the same framework supplier.

4. Alternative options considered and rejected

Procure our own energy by direct tender.

This option is possible, but it would involve a standalone UK procurement compliant tender to secure contracts directly with the selected utility provider(s) (or via a broker). This approach is unlikely to produce the best results due to the relatively small scale of the portfolio compared to that of most large purchasing organisations. In contrast, a Public Sector Buying Organisation such as YPO, can obtain good wholesale prices through aggregating the demand of a large number of public sector organisations. In addition, a direct tender would require the Council to engage additional resources (skilled utility traders and additional staff for contract management) and provide greater risk of exposure to utility price fluctuations. It was therefore determined as unviable.

Procure through a Private Sector based provider.

The Council would be required to invite tenders for a private sector Third Party Intermediary (TPI) to procure utility supply, but it would need to be sure that it would be getting best value through a truly aggregated contract. Full price transparency of all costs, including TPI fees and any commission paid by suppliers to the TPI would be needed. By aggregating the Council's volumes, the TPI could access the gas retail market on our behalf, but we may only receive prices based on the supplier's view of the market.

A full UK Procurement Regulations Tender process would be required to engage with such a provider with all the associated resource and time implications this would entail. TPIs may have issues regarding business continuity in the present economic climate and are unlikely to be able to aggregate the council's volume with other customers in a UK Procurement compliant manner or offer the same additional and social value as the YPO contract. Due to this level of complexity and lack of in-house resources to deliver this, this option was dismissed.

5. Report Author and Contact Details:

Name: Pete Masters-Hall

Position: Energy Surveyor and Contract Manager

Department: Operations

E-mail: p.b.masters-hall@bury.gov.uk

6. Background

The Council's gas consumption represents a significant but necessary cost to the Council.

The Council is committed to mitigating this cost as much as possible through energy efficiency measures, building rationalisation and risk managed flexible procurement solutions.

Gas usage is dependent upon weather conditions, so does vary year on year.

Consumption is monitored through use of building management systems (BMS). The annual spend on gas supplies is in the region of £2.3m.

The strategy set out in this report ensures the Council reduces exposure to peaks in energy prices by spreading our purchasing over several months. In addition, the aggregation of our consumption with other public sector bodies helps reduce costs further, through economies of scale.

7. Links with the Corporate Priorities:

The Let's Do It Strategy sets out the Council's corporate priorities:

Carbon neutral by 2038

Financial Sustainability

By procuring a compliant contract in line with Public Contract Regulations 2015, the Council can be certain that economies of scale and budget certainty can be achieved, the contract will have a dedicated team looking at consumption efficiencies which will provide a reduction in cost and provide financial sustainability.

8. Equality Impact and Considerations:

The proposal doesn't bring about any changes that would impact on one protected characteristic over and above another, it doesn't result in increased/decrease access to services or provision for any particular group of the population or cause any disadvantage to a community of interest. The approach is to ensure value for money in a gas supply for the council and thus strive to mitigate Council costs, which would benefit all residents in the borough.

9. Environmental Impact and Considerations:

By reducing the Council's gas consumption, energy consumption will be reduced which will impact positively on the Council's carbon footprint. As part of the contract, automatic meter readers (AMR) are installed throughout the borough which further reduces the Council's carbon footprint and associated costs.

Further, the energy unit has installed a new Building Management System (BMS) which will further reduce gas consumption through smarter control of the Council's Heating and Ventilation and Air Conditioning (HVAC).

10. Assessment and Mitigation of Risk:

Risk / opportunity	Mitigation
Gas supply contract expires without being renewed resulting in inflated utility prices	January Cabinet approval to award the gas supply contract via the Yorkshire Purchasing Organisation (YPO) framework, this will provide the opportunity for Bury Council to secure cheaper prices through greater volumes and ensure the contract is in place in time for the commencement date of 1 st April 2025

11. Legal Implications:

The YPO single supplier framework utilising Corona Energy is appropriate for the procurement of the gas supply. Use of these types of frameworks is an established method of reducing the timescales involved whilst adhering to the Procurement Regulations. This results in significant cost savings and enables the Council to develop a strategic relationship with the supply chain over a long period while also achieving better value.

12. Financial Implications:

A number of options as described in this report have been investigated with regards to the Council's gas supply contract renewal with the recommended option being the use of YPO's appointed framework supplier, Corona Energy for the supply of gas through the framework duration. This option provides value for money benefits not delivered by the other options investigated and these are described in Section 4 above with the key financial benefit being the achievement of better budgetary reporting, price, and risk management.

13. Appendices:

Appendix 1 – YPO 1187 Gas Procurement Outcomes Report



YPO 1187 Gas
Procurement Outco

14. Background papers:

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

Term	Meaning
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YPO	Yorkshire Purchasing Organisation
PBO	Public Sector Buying Organisation
PCR2015	Public Contracts Regulations 2015
GMCA	GMCA Greater Manchester Combined Authority
TPI	Third Party Intermediary

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Procurement outcome report

Framework 1187 – Supply of Natural Gas and Associated Services

Purpose
<p>This document provides customers with information regarding the recent retendering of YPO's Supply of Natural Gas and Associated Services.</p> <p>Details contained in this report provide background information regarding the procurement activity and outcomes and can assist customers in securing any internal approvals to proceed. Additionally, next steps are identified to assist customers with accessing the contract.</p>
Framework Information
<p>The framework is for the Supply of Natural Gas and Associated Services for use by any public sector or not-for-profit organisation. This Framework is designed to meet the needs of YPO and other Contracting Authorities by establishing a lead agreement between YPO and the successful supplier with the Contracting Authority then simply electing to call off this agreement and be governed by a member's agreement between themselves and the supplier. This will exist alongside a new Customer Access/Agency Agreement which will give access to more flexible strategies for the gas and electricity frameworks to protect against steep rises in wholesale prices while taking advantage of falls in prices for periods up to 6 seasons (3 years) in advance, and on a rolling basis.</p> <p>This procurement activity establishes YPO Framework Agreement 1187 Supply of Natural Gas and Associated Services and replaces YPO Framework 986 Supply of Gas. This is an eight-year framework with Corona for the period 1st April 2025 - 31st March 2033. There will be an initial framework duration of four years and then a 2 + 2 extension period. The decision to provide a longer framework is to ensure a longer-term partnership with our supplier which will in part support our customers with net zero targets, as one of the biggest contributors to carbon emissions is energy consumption. Wholesale Gas prices are still volatile and remain higher than previously and having a longer framework will allow for YPO to operate a much longer-term purchasing strategy without the complexities of sleaving to another provider. This will mitigate risk for our customers and will be able to provide longer term budget certainty.</p> <p>The Procurement aimed to appoint a supplier in advance of the end of the current framework to allow for YPO to run effective wholesale trading procurement strategies which are designed to protect customers' budgets.</p> <p>The Framework has one lot and appointed a sole supplier – Corona, who is also the existing supplier. There is no requirement for eligible customers to take part in a further competition and direct award is the method of appointment.</p>
Procurement Activity
<p>YPO began procurement activity in during late 2023 and early 2024 with customer involvement. Supplier engagement commenced shortly afterwards with suppliers invited to present to YPO. Topics the suppliers presented on included customer service, trading, billing, social value and corporate social responsibility and functionality of their web portal.</p>

The Invitation to Tender was issued on 10/05/2024, with prospective suppliers given a 5-week response window to submit their responses through the YPO Proactis e-tendering portal, with the closing date of 14/06/24.

The tender consisted of the following sections:

Standard Selection Questionnaire (SQ) and Additional Selection Questions

This Section asked the tenderers about company information, financial and economic information, whether the company or directors have been involved in any criminal activities, whether they have avoided paying tax or social security obligations, whether they have been in breach of environmental, social, and labour law obligations. Tenderers also had to provide three references as part of their submission and meet the requirements under the Modern Slavery Act 2015. They had to comply with equality, environmental and health//safety legislation. This section also covered questions on GDPR, ethical sourcing, supply chain visibility and past performance.

Tenderers also had to demonstrate they had the following insurances in place:

Employers (Compulsory) Liability Insurance = £5 million
 Public Liability Insurance = £10 million
 Professional Indemnity Insurance - £5 million
 Product Liability Insurance - £5 million

The scoring of the tender was determined as follows.

CRITERION	PERCENTAGE WEIGHTINGS
A - Portfolio Actualisation and Trading Services (Including trading fees)	30%
B - Price Determination and Payment Terms	30%
C (I & II) – Customer Service – Framework Customer and Authority	25%
D – Additional Services	5%
E - Social Value /Sustainability	10%

Mandatory Requirements

In total there were 40 Mandatory requirement questions, which used a simple pass/fail methodology. The questions covered the following sections: Specification, Call-Off terms & Conditions and Framework Agreement, Portfolio Actualisation and Trading Service (Including trading fees), Price Determination and Payment Terms (Cost), Customer Service – Framework Customer and Authority, Authority Contract Management, Additional Services – Responsible Procurement and Social Value, Data Recovery and Security. If any tender failed any of these questions, they would be disqualified and would not progress to the scored questions.

Technical Award Criteria – The table below shows the breakdown of each section of the evaluation criteria.

The approach was to recognise the key aspects of the framework, these being the supplier's ability to aggregate consumption from large numbers of meters across the customer base, the tools available to then secure forward gas volume for this portfolio via the wholesale markets (portfolio actualisation and trading

services), the processes for taking the results of the trading activity and applying to customer billed prices in a way which avoids cross subsidy but delivers lower costs due to aggregation and finally the bespoke customer services provision in support of delivery to YPO framework users.

These sections includes credit and supplier costs as well as requirements to commit and maintain dedicated resources to the framework to enhance the customer service experience as well as providing measures of the performance and the ability for YPO to manage delivery (Customer Service – Customer and Authority).

In total there were 38 scored questions and the responses from tenderers were given a score between 0 and 5 using the following methodology:

Response	Score
Excellent Response with requirements being met and exceeded in some areas. Showing a comprehensive understanding and the ability to deliver to a high standard. Evidence relating to the proposed requirements shows high quality.	5
Good Response with requirements being met with nothing other than a few minor exceptions which are acceptable to the evaluation team. Reasonable understanding and the ability to deliver to a high standard. Evidence in relation to the proposed requirements shows good quality.	4
Acceptable answer with requirements being met in part but not fully. A reasonable understanding to have the ability to deliver the requirements. Evidence to show that the requirements are suitable for the purpose but have not met the standard expected.	3
Poor Response where some requirements are being met but there are some large exceptions. Concerns that the requirements proposed would not be suitable for use.	2
Target requirements only met on a few occasions. Low standard Response. Major concerns that the requirements proposed would be suitable for use.	1
Answer not met the requirements at all. No evidence that the requirements would be suitable.	0

The costs around the framework were determined and responded to within the various sections, and included premiums applied (or avoided) in the trading process, the cost of extended credit, supplier management/administration charges, the cost of energy balancing and the cost of enhanced metering services.

With respect to supplier management charges there was also a requirement for discounts to recognise the value of and reward for future portfolio growth, with these discounts applied to all framework users and not just the new customers.

In each section, the best (lowest premium, greatest discount or lowest cost) received the maximum available marks designated for the section, with the weighting then applied depending on which section the cost element appeared in. This recognised that, for example, the cost of enhanced metering should not receive the same weighting as supplier management/administration charges or premiums (or lack of) for trading activity.

There was 1 submission received by Corona which was compliant. The response was of high quality and all mandatory questions were completed satisfactorily.

Evaluation was conducted during June 2024 with independent evaluation taking place by four members of the YPO Energy Team and the customer service section by Chris Arnold, a former customer who is now working on a consultancy basis with YPO. Their independent scoring of the responses was then scrutinised at internal moderation meetings on the 3rd July, and consensus scores for the tenders were agreed.

Corona was appointed as the sole supplier to the framework with the following marks awarded:

Total Weighted Pricing Mark Awarded (Max 81 marks)	81 marks
Total Weighted Quality Mark Awarded (Max 160 marks)	115 marks
Total Combined Weighted Mark Awarded (Max 241 marks)	196 marks

Procurement Outcomes

The management fee for this contract is 0.068 p/kWh (previous 0.0034p/kWh). While this is an increase it is partly offset by the removal of the balancing fee, which is now NIL (previous 0.02 p/kWh). The higher management/administration charges also reflect the different landscape in terms of the cost of credit, with 92% of the portfolio having 30-day payment terms versus the energy sector norm of 14 days. However, there is provision for structured discounts applied to these costs as interest rates reduce over the coming months and period of the framework.

In summary, key benefits of the contract include:

- Ensures full compliance with Public Contracts Regulations.
- Avoidance of trading premiums due to significant portfolio size and “standard” transactions.
- Discounts on management fees as interest rates and cost of extended credit fall.
- Removal of balancing fees, always in place on fixed price contracts and often a feature of flexible contracts (was 0.02p/kWh on previous YPO gas framework).
- A named Key Account Manager and supporting team at the supplier to take ownership of issues and provide help, guidance and training. The account manager will also ensure that there is regular contact with customers, being first well versed in the operational aspects of local Government and the Public Sector.
- KPIs established around key performance areas, with a monthly scorecard to review performance against these and other aspects of the service. There are clear escalation points, all the way up to CEO if the service is not meeting the KPIs or customer requirements.
- Query Management through a range of formats - Call, emails and online portal with messaging function. Query reports are available to customers via the MyCorona portal.
- Access to Trading and Market information from YPO and Npower.
- Monthly Supplier Relationship Management meetings between YPO and Corona to go through performance, billing and credit issues, complaints and queries, SLAs and KPIs to ensure that any issues are identified and resolved, and the contract runs smoothly.

- Ability to align the portfolio to a range of trading strategies enabled through the Customer Access/Agency Agreement which forms a tri-partite legal arrangement between the supplier, YPO and the customer. The agreement also allows easy sign-up and full alignment for associated organisations (Academies) avoiding the need for a separate SLA.
- Access to the My Corona dashboard and portal. This will show portfolio, billing and consumption information. Meter readings and queries can be submitted. It also allows for tracking of billing queries from inception to resolution and gives insight to the payment status and overall position. In addition, and now at no additional cost, the portal allows access to consumption data on enabled meters down to Half-Hourly (HH) period data.
- Fully configurable billing groups to ensure that bills are issued and managed exactly as customers require; This includes consolidated or site level billing to account for different cost centres or payment approval.
- Robust processes in place to ensure that an accurate bill is produced within reasonable timescales.
- Installation of Automated Meter Reading (AMR) devices if the customer requires, now at NIL cost where these are HH data enabled. Health checks on performance of these meters are continually monitored and actioned where the devices do not perform to standard.
- Aggregated benefits - This is the combining of energy volumes across organisations to form one large portfolio, making it very attractive to suppliers and easier to manage forward purchases against the wholesale markets.

The full ITT document is available for customers accessing the contract to provide full visibility of the requirements specified and the full benefits and deliverables. Please email energy@ypo.co.uk if you require a copy of the ITT.

- A Social Value Plan - social value initiatives that Corona will deliver to YPO and our members, contributing specifically towards the YPO Social Value and Sustainability Strategy. The Social Value Priority Themes are as follows:

Theme 1: Good jobs with skills development and training opportunities

- Promoting a diverse workforce which focuses on employee health, wellbeing, engagement, and development
- Promoting skills development such as via training opportunities e.g., own staff, work experience, customer staff
- Promoting inclusivity and social integration and equal opportunities within the workforce

Theme 2: Children and young people have access to good quality education and training opportunities to develop skills for future success in work.

- To work with the younger generation around how to be more sustainable with their energy use.

Theme 3: Growing strong and sustainable economies and supply chains.

- Compliance with all relevant UK and EU legislation standards and regulations

- Alignment of supply chains with Ethical and Sustainability Initiatives – including commitment to CSR (Corporate Social Responsibility), Net Zero reduction and eradicating modern slavery
- Supporting customers to reach their net zero targets, to allow for a strong local economy that is sustainable for future generations

Theme 4: Increased equality, diversity, health and well-being

- Promoting a diverse workforce which focuses on employee health, wellbeing, engagement, and development with suitable policies
- Promote equal opportunities within the workforce
- Providing the minimum Living Wage
- Supporting local communities such as hiring local talent, charitable giving, and volunteering
- Apprenticeships opportunities with the Supplier organisation

Theme 5: Environmental improvement and protection

- Supplier responsibility for minimising their impact on the environment via policies, targets, and initiatives.
- Providing secure hosted solutions to continually improve new, flexible, and remote ways of working, which support transformation of a paperless society and legal system
- Supplier commitment towards achieving Net Zero by 2050, to be monitored annually, as a natural gas Supplier, be at the forefront in the shift to renewables

Next Steps

Existing YPO Gas framework customers will be issued a new Customer Access/Agency Agreement and portfolio report in the coming weeks. This will need to be checked, signed, and returned to access the new framework.

While YPO appreciate that the large spend value for this framework invariably means a decision to proceed may have to follow several internal processes and take some time to achieve, a swift return of the member agreements will allow YPO to run an effective trading risk strategy when the wholesale market prices are favourable, in particular without detriment to gas purchased for the year commencing April 2025.

The process set out in the framework and ITT response will then be put into place which will lead to the Model Customer Contract (a version of Corona's Supply Contract modified to align with the YPO framework and Customer Access Agreement) will be issued for signature in the weeks following the initial commitment and agreement of the portfolio (sites and meters) to be included in the Model Contract Schedule.

New customers to the framework may join at any point whilst it is open.

The YPO Energy Team will give full assistance to customers accessing the framework so please feel free to contact energy@ypo.co.uk to discuss your requirements and for guidance on starting the process.

Report Author

Carmen Griffiths
Energy Category Manager, YPO

August 2024

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Classification: Open	Decision Type: Key
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Report to:	Cabinet	Date:
Subject:	Procurement and approval of various contracts for the HRA Capital Programme 2024/5	
Report of	Cabinet Member for Housing Services	

1.0 Summary

At the Cabinet meeting on 4th December 2024 Cabinet approved the Housing Revenue Account Capital Works Programme 2024/25. The report included two projects which although tendered could not be confirmed at the time of the Cabinet.

The projects Communal Works Lots 1 & 2 were subject to tender clarifications and the reports stated they would be submitted to the Cabinet for approval on 8th January 2025.

The purpose of this report is to seek formal approval of contract awards on these two outstanding contract tenders.

Detailed commentary on the procurement approach and the contracts previously awarded can be found in the Report: Procurement and approval of various contracts for the Capital Programme in excess of £500k, considered and approved at Cabinet on 4th December 2024.

2.0 Recommendations

Cabinet is asked to approve the award of the following contracts:

- Communal Works Lot 1 – Ian Williams contract value £659,979.91
- Communal Works Lot 2 – Bell Group contract value £485,590.23
- Approve the award of a contract to the winning bidders for the initial period of the tender with the option to extend for a further 12 months should additional work be identified.

3.0 Background

These projects comprise of upgrading internal communal areas of various general flats, works include door renewal, painting, electrical upgrades, new intercom systems. Tenders were split into 2 areas of delivery and are let on Price and Quality basis through the Procure Plus framework mini competition. The tenders closed on the 22nd November 2024. Clarifications with bidders have been resolved and the tender evaluation is now complete.

4.0 Social Value

All contracts will ensure that social value is maximised with project specific outcomes agreed at the contract award meetings. All contractors have a good track record of delivering social value through the contracts awarded through the Procure Plus frameworks.

Bell Group have committed as a minimum to:

- As a real living wage accredited employer Bell are committed to paying everyone the real living wage as a minimum.
- Will provide 6 x 1-week work placements for residents to provide an insight into the world of work. This will allow individuals to progress into Apprenticeship roles (Bell has 100 apprentices across their organisation).
- 100% of supply chain spend is spent within local supplier depots, ensuring the £ stays local.
- Four volunteer hours for local school/college support.
- One Apprentice Day which will include two of their apprentices, donating 4 hours of their time to create bird boxes or planters from recycled wood/offcuts to support a local charity/community space.
- Four volunteer hours from our Community Engagement Coordinator to assist with local charities/groups.
- Deliver session aimed at helping unemployed residents get back into work. Each session can be provided for up to 10-people and will last for 3-hours.

Ian Williams (IW) have previously carried out the following social value activity which they will seek to replicate as applicable on our contracts

- Long-term/sustainable employment paid as a minimum in line with Working Rule Agreement/Real Living Wage
- Labour spend remains local, supporting Greater Manchester economy
- Flexible opportunities to support work/life balance
- Wider support including Employee Assistance Programme

IW Academy manages a multi award-winning apprenticeship programme currently employing 130 apprentices across our workforce, equating to 9.3% of their workforce. IW also offer all apprentices substantive employment/progression opportunities on successful completion, supporting their long-term/sustainable employment ethos.

In addition to apprenticeships, IW Academy facilitates a structured surveyor development programme which currently includes 47 Trainee Surveyors. IW's Trainee Surveyor for the Manchester region.

Local spend: IW align themselves with local, smaller SME partners for specialist work elements. 2024 to date, IW Manchester has spent £758,121 with local partners, demonstrating their contract spend remains in local area/supports Greater Manchester economy.

Community Projects – IW provide multiple contract-specific projects to benefit local communities/customers including:

- garden makeovers/estate clean-ups/tree planting.
- Previously volunteered time/equipment/materials to improve unkempt local areas. Included extensive rubbish/shrub clearance, power washing and decorations. Feedback was it 'now looks amazing'.

IW use a local/specialist carpentry subcontract partner, McNally.
Donations: 2024, £1,000 donated by IW to local Animal Sanctuary.

4. Alternative options considered and rejected

Do nothing: These works will enhance the physical appearance and security of common areas across the Borough and will be welcomed and valued by residents.

Deliver Inhouse: Due to the scope of work within these contracts there is both a lack of the suitable skills and capacity in the in-house contractor (Repairs Direct). There is also significant specialist door entry system works included in these contracts.

Open Tender: This option was considered and is possible. However this would involve a significantly extended procurement process in both time and cost. The use of the Procure Plus framework which specialises in social housing investment works adds benefits in ensuring all tenderers meet capability, expertise and compliance requirements and the mini-competition allows the tender to be tailored to the Council's specific requirements. Using the framework offers clear benefits over the open tender route.

Background

Generally, the properties will be mixed types with the majority being traditional construction, the information informing the properties to be included with each tender has been generated from the stock condition data. Surveys and scoping externally have been carried out to identify the extent of works necessary to ensure we achieve a high standard of repairs to ensure longevity and minimise the repairs required when works are completed

Links with the Corporate Priorities:

The Let's Do It Strategy sets out the Council's corporate priorities. This contract will support delivery in two key areas:

Improved Quality of Life: By its very nature this contract helps to ensure health and safety compliant to protect all council-owned buildings, users and visitors, by delivering early warning of fire within the properties.

2025 Vision and Aims - Connecting buildings & people to maximise performance and operational efficiency by transforming our building infrastructure into an integrated, rationalised, decarbonised health and safety compliant estate in support of Bury's 2020-2030 'Let's-do-it' strategy. This contract works towards creating and maintaining a health and safety compliant property and blocks.

Equality Impact and Considerations:

The proposal does not bring about any changes that would impact on one protected characteristic over and above another, it does not result in increased/decrease access to services or provision for any group of the population or cause any disadvantage to a community of interest. The approach is to ensure value for money in procuring the varied works through a proven framework (Procure Plus) for the council.

Environmental Impact and Considerations:

Contributes to ensuring an improved environment for all Council-controlled building users and visitors to the local area, to minimise repairs once works are complete reducing the costs of maintenance. As part of the quality submissions contractors were evaluated on their attitude and impact on the local area and environment.

Assessment and Mitigation of Risk:

Risk / opportunity	Mitigation	Risk / opportunity	Mitigation
Works identified as required through the Stock Condition Surveys and from repairs information supplied by the in-house contractor.		The council aims to complete a full Stock condition survey of properties, currently this has achieved 84% completion, this data will help to identify priorities for the forthcoming years programme, Full scoping and surveys have been carried out to each scheme identifying the amount of works required to compile a valued tender for each contract to achieve accurate prices, FM and social value from contractors. Cabinet approval will enable the council to award the contract to address the required improvements	

Legal Implications:

1. The Procure Plus Frameworks are open to social providers to purchase goods, works and services in order to build, repair and maintain housing stock. Procure Plus is owned by social housing providers and is not for profit: any profits are put back into the community. It promotes social value and publishes a value for money report.
2. The use of the Procure Plus Frameworks by the Council to procure services is compliant with the Public Contracts Regulations 2015 and providers selected onto the framework have been subject to objective award criteria and price competition. The contracts referred to above have been awarded in accordance with the further mini competition terms of the particular frameworks to which they relate, meaning a further competition has been undertaken to select each supplier.

Financial Implications:

All contract awards can be met from within the overall approved HRA Capital Programme for 2024/25 of £17.937m.

Report Author and Contact Details:

*Name: Dave Woods
Position: Technical Advisor
Department: Housing*

E-mail: d.woods@bury.gov.uk

Appendices:

None

Background papers:

None.

Glossary of terms, abbreviations and acronyms used in this report.

Term	Meaning

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Classification: Open	Decision Type: Non-Key
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Report to:	Cabinet	Date: 08 January 2025
Subject:	Extension of Council Framework for Delivery of Highway Related Services	
Report of	Cabinet Member for Environment, Climate Change and Operations	

Summary

1. This report seeks approval to extend the existing framework for delivery of highways relate services.

Recommendation(s)

2. That the Cabinet approves the extension of the existing Council highways framework for nine months until 30th September 2025, with the option to extend it for a further three months until 31st December 2025.

Reasons for recommendation(s)

3. The extension is required to allow sufficient time for the complex steps to be taken to re-procure a new replacement framework.

Alternative options considered and rejected

4. No other option is available in the light of the operational requirement.

Report Author and Contact Details:

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Position: Project Engineer – Engineering and Street Scene

Department: Operations

E-mail: m.a.mykolajowski@bury.gov.uk

Name: Malcolm Edis

Position: Head of Procurement

Department: Operations

E-mail: m.edis@bury.gov.uk

Background

5. The Existing Framework Arrangement

- A. On 29th July 2020 Cabinet approved the implementation of the Greater Manchester Alliance Framework developed by Stockport and Bury Councils as a mechanism to procure civil engineering work for highways schemes. The framework was for a period of four years from 1st January 2021.

- B. Under the Framework Agreements were able to be established with the top 3 ranked bidders (where applicable) for each of the Lots set out below. These Agreements could be in place for a period of 4 years with the option to extend for a further period of 4 years and then an additional extension for 2 years. Thus, making a maximum of ten years to maximise the value of the framework.
- C. The Framework is not only accessible to Stockport and Bury as promoters of the framework but is also available for use by all Greater Manchester local authorities, partners and associated members.
- D. The lots, work disciplines and approved contractors are:

LOT 1 Planned Maintenance (Paving and specialist projects) up to £800K

- A E Yates
- J Cooney Limited
- J Hopkins (Contractors) Ltd

LOT 3 Carriageway Surfacing up to £1,500K

- J. Hopkins (Contractors) Ltd
- Galliford Try Infrastructure
- Tarmac

LOT 4 Lining (including coloured surface overlay) up to £100K

- Jointline Limited
- L & R Roadmarkings Ltd
- WJ Roadmarkings Ltd

LOT 7 Civils (Drainage works and specialist projects) up to £800K

- A E Yates
- George Cox & Sons Ltd
- J Cooney Limited

LOT 8 CCTV – Jetting/Inspections up to £50K

- General Utilities Ltd
- Sapphire Solutions Ltd

LOT 9.1 Highway Structures up to £100K

- Coating Services Ltd
- George Cox & Sons Ltd

LOT 9.2 Highway Structures up to £200K

- A E Yates
- Bethell Group PLC
- George Cox & Sons Ltd

LOT 10 Coring up to £25K

- Pavement Testing Services

E. The Framework was due to expire on 31st December 2024. Steps have been taken to commence the complex process of re-procuring a new framework. The local authority owned STAR organisation provides additional capacity to the Council under a contractual arrangement and they have been commissioned to carry out this exercise. This will take a considerable period of time. Accordingly it is proposed that a time limited extension of the existing framework should be agreed by the Council.

F. The proposed extension would be for a period of 9 months until 30th September 2025, with the power to extend for a further three months if required. This will ensure that urgently needed highways related services can be procured efficiently during the extension period in the best interests of highway users in Bury. This is a legitimate step to take where the Council has a genuine intention to undertake a re-procurement.

Links with the Corporate Priorities:

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

6. **Enterprise** – Extension of the existing framework and the re-procurement of a new framework will assist the Council in achieving its best value obligations under the Local Government Act 1999. Call-offs under the frameworks will help ensure that the 1999 Act objectives of economy, efficiency and effectiveness are met to the benefit of the people of Bury.

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. Not applicable

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. Not applicable

Assessment and Mitigation of Risk:

Risk / opportunity	Mitigation
The Council is required to meet its statutory highways maintenance implications under the Highways Act 1980.	Failing to extend the existing framework during the re-procurement process would hinder the Council in fulfilling its statutory obligations, delay highway capital investment deadlines, and compromise highways maintenance, negatively impacting highway users in Bury.

Legal Implications:

The proposed extension is a reasonable and proportionate step to take to ensure that in undertaking the complex re-procurement of a new framework the Council meets its compliance obligations under the existing Procurement Regulations and new statutory obligations under the Procurement Act 2023 due to come into force on 24th February 2025.

Financial Implications:

10. There is no direct financial implication from the proposed extension of the framework.

Appendices:

Please list any appended documents.

Background papers:

Existing Highways Framework Agreements.

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

Term	Meaning
Procurement Regulations	Public Contracts Regulations 2015



Classification:	Decision Type:
Open	Key

Report to:	Cabinet	Date: 08 January 2025
Subject:	Biodiversity Net Gain – Council-owned Receptor Sites	
Report of	Cabinet Member for Environment, Climate Change and Operations	

1 Summary

- 1.1 Earlier this year the government introduced a mandatory requirement for new development requiring planning permission to deliver a 10% net gain in biodiversity value. To deliver this 10% biodiversity net gain (BNG), developers must firstly look to achieve this on-site but if this cannot be achieved, they can provide BNG on sites elsewhere that have been formally registered as such with the Department for Environment, Food and Rural Affairs (DEFRA).
- 1.2 This report considers the opportunities for accommodating off-site biodiversity net gain on Council-owned land and specifically identifies six sites that are proposed to be submitted to DEFRA for registration as well as setting out how these sites can be brought forward as a BNG receptor sites.

2 Recommendation(s)

- 2.1 That Members:
 - Agree to the use of Council land at Old Kays, Chesham, Hollins Mount, Springwater Park, Outwood and Philips Park as receptor sites for biodiversity net gain and, if legally secured, to submit these to the Department of Food & Rural Affairs for inclusion on their register of biodiversity gain sites;
 - Authorise the Head of Property and Director of Law and Governance in consultation with the relevant portfolio holder to advertise for potential tenants to deliver biodiversity net gain on one or more of the above sites and, if terms can be agreed, sign leases; and
 - Authorise a procurement exercise, in consultation with the relevant portfolio holder, to advertise for a responsible body and delivery partner to deliver biodiversity net gain on one or more of the above sites.

3 Reasons for recommendation(s)

- 3.1 To help ensure that the benefits of biodiversity net gain from development in the Borough are secured locally, as opposed to regionally or nationally.

- 3.2 To improve management of and maximise investment in Council-owned greenspace.
- 3.3 To provide flexibility for the Council to utilise the best method for securing each site on a site-by-site basis during a time when the market is still emerging and routes to delivery are in the early stages of development.

4 Alternative options considered and rejected

- 4.1 To take no action. The lack of opportunities for developers to deliver off-site BNG within Bury is likely to result in developers delivering this outside of the Borough meaning that Bury would not benefit from biodiversity enhancements. Furthermore, the Council would lose the opportunity to secure investment in and enhancement of its land.

Report Author and Contact Details:

Name: David Wiggins

Position: Service Manager: Strategic Planning and Infrastructure

Department: Business, Growth and Infrastructure

E-mail: d.i.wiggins@bury.gov.uk

5 Background

- 5.1 Schedule 7A of the Town and Country Planning Act 1990 (as inserted by Schedule 14 of the Environment Act 2021) requires development requiring planning permission to result in a net gain in biodiversity value of 10%.
- 5.2 The biodiversity net gain (BNG) is measured by a standard metric and there is a raft of regulations and guidance which set out how the system is intended to work.
- 5.3 The purpose of this new mandatory requirement is to halt the decline in biodiversity by 2030 in line with the Government's targets¹ and sits alongside the roll out of Local Nature Recovery Strategies, which will identify opportunities for the creation and restoration of habitats.

6 Provision of off-site Biodiversity Net Gain.

¹ Environmental Improvement Plan 2023 : <https://www.gov.uk/government/publications/environmental-improvement-plan>

- 6.1 Whilst the guidance includes a mitigation hierarchy that encourages developers to prioritise the delivery of BNG within their developments, it is anticipated that due to site constraints many will be unable to fully achieve this and will therefore look for off-site locations to accommodate their BNG.
- 6.2 Off-site BNG provision can only be located on sites that have been registered with DEFRA². This report refers to these off-site designations as 'receptor sites'. The Government expects a market of receptor sites to develop over time and 'biodiversity units' can be bought by developers to fund biodiversity gain on these registered receptor sites.
- 6.3 As a major landholder, the Council is well placed to provide receptor sites and benefit from the associated investment.

7 Biodiversity units

- 7.1 'Biodiversity units' are a unit of measurement used to quantify the existing biodiversity value of a development site and the subsequent extent of biodiversity enhancement required to achieve a 10% net gain on what will be lost through the development.
- 7.2 Using a DEFRA calculator tool known as the Statutory Biodiversity Metric, landowners can calculate how many biodiversity units they are able to accommodate and at what price. They then need to be either accommodated on site or they can be 'bought off site' through the purchase of biodiversity units from receptor sites. Both on and off site BNG units would need to be legally secured for a period of 30 years and they would need to be recorded on the DEFRA register. The funds secured through the purchase of biodiversity units from receptor sites would be used to implement and manage biodiversity gain on that site.
- 7.3 Once created, the provision of the habitat enhancement and maintenance will be audited at regular periods over the 30-year period, and if required, enforced.

8 Assessing need and supply of Biodiversity Net Gain in Bury

- 8.1 The Greater Manchester Ecology Unit has undertaken an assessment of the level of biodiversity units that are likely to be needed in Greater Manchester over the next 15 years taking account of proposed new development in the pipeline.
- 8.2 This Greater Manchester Need and Supply Assessment³ found that:

² The government's national biodiversity gain sites register: <https://www.gov.uk/guidance/search-the-biodiversity-gain-sites-register>

³ A summary of the needs and supply assessment can be found at:
<https://naturalcourse.co.uk/publications/biodiversity-net-gain-in-greater-manchester-assessment-of-offsite-need-for-and-supply-of-biodiversity-units/bng-needs-and-supply-summary-report/>

- In Greater Manchester, 4,870 off-site biodiversity units are likely to be needed;
- In Bury, 275 off-site biodiversity units are likely to be needed; and
- Bury Council could create an estimated 1,251 biodiversity units across 76 council-owned sites.

8.3 In December 2023, Cabinet noted the ongoing work to identify a number of potential Council-owned BNG receptor sites. Since then, further refinement work has been undertaken and there are considered to be six Council-owned sites which present the best opportunities for accommodating BNG. These sites are at Old Kays, Chesham, Hollins Mount, Springwater Park, Outwood and Philips Park. This is the first group of sites and more could follow if market demands persist and these initial sites are successful.

8.4 Costed management plans have been prepared for these sites and these show that collectively these could deliver 240 units which would go a significant way toward meeting the estimated off-site demand for biodiversity units in Bury. Whilst this is not sufficient to meet the estimated need entirely, it is expected that the market will develop over time and further public and private sites will become available for BNG.

9 How can Council-owned land be brought forward as a BNG receptor site?

10.1 As stated previously, off-site BNG provision can only be located on sites that have been registered with DEFRA. Applications to register a site will need to be accompanied by supporting information, including:

- A legal agreement that secures the land for at least 30 years;
- A completed statutory biodiversity metric tool calculations that set out how many biodiversity units can be accommodated on the site; and
- A habitat management and monitoring plan which sets out how the biodiversity units are to be delivered on the site.

10.2 In terms of any legal agreement, there needs to be separation between whoever delivers BNG and whoever is responsible for auditing its delivery and continued management for at least 30 years. As such, Local Authorities can legally secure off-site gains on their own land by two means:

- a) Section 106 Agreement (S106) - A Local Authority cannot have an agreement with itself so it must have a S106 agreement with a Special Purpose Vehicle (SPV) or a tenant. In this case, the Council would be responsible for making sure the SPV or tenant are delivering the net gain; or
- b) Conservation Covenant - a legally binding agreement to conserve the natural features of land. The agreement would be made between the

Council and a DEFRA designated 'responsible body'. There are 3 ways a conservation covenant can be used:

- The Council carries out the enhancement work and a 'responsible body' would audit/enforce it.
- A 'responsible body' carries out the work and the Council would audit/enforce it.
- A tenant carries out the work and the Council would audit/enforce it.

- 10.3 The Council must register a S106 or Conservation Covenant with the local land charges register.
- 10.4 Consequently, to enable the Council to apply for a site to be registered with DEFRA, it will need to either procure a responsible body and delivery partner or advertise for a SPV/tenant.

Responsible body and delivery partner.

- 10.5 Under this approach, the Council would seek to enter into an agreement with a third party (or consortium) who is a responsible body to secure and deliver conservation covenants on behalf of the Council and so be able to offer BNG credits for sale to developers to secure investment in biodiversity on a Council-owned site.
- 10.6 There is scope under this approach for a profit share mechanism which could redirect any surpluses to other nature-related projects in the Borough.
- 10.7 However, it should be noted that there are a limited number of DEFRA approved responsible bodies at present and the fees payable to a responsible body to legally secure the site for BNG are currently unknown.
- 10.8 To help overcome this issue, the Greater Manchester Combined Authority has applied to DEFRA for responsible body status but their application is yet to be determined. However, should this be approved, this would likely be the approach that would increase income for the Council from the sale of biodiversity units.
- 10.9 Income from BNG could be maximised if the Council delivered biodiversity enhancements on its own sites under a conservation covenant with a responsible body. However, the Council doesn't currently have the capacity necessary to plan, deliver and maintain the enhancements and this approach would require the recruitment of additional staff. This is something that will remain under consideration as BNG is rolled out in the coming years. In addition, this approach would mean that the Council would take on the risk of successfully delivering the BNG over a 30-year period.

SPV/tenant

- 10.10 Advertising for potential tenants to manage the delivery of BNG on Council land is the most straight forward option available to the Council and would mean an outside body would take on most of the associated risk.
- 10.11 However, under this approach it is likely that the SPV/tenant would be the main beneficiary of income from the purchase of biodiversity units. Nevertheless, officers are exploring the scope to allow for a similar profit share mechanism to that available to the responsible body approach.
- 10.12 The recommendations seek to retain flexibility on the approach to securing and managing BNG on the Council's proposed Receptor sites. The options available will evolve as the regulations become more engrained within the planning application process.

Links with the Corporate Priorities:

As part of 'Section 4 – Vision for the Borough in 2030' in the Let's Do It Strategy there is a commitment to Carbon Neutrality by 2038 and the support of green and blue infrastructure as part of Local Neighbourhoods, which is closely related to conserving and enhancing biodiversity.

Equality Impact and Considerations:

An Equality Impact Assessment has been carried out and is attached at Appendix B.

Environmental Impact and Considerations:

This report considers how best to provide biodiversity net gain on Council-owned sites in the Borough. The purpose of this new mandatory requirement for biodiversity net gain is to halt the decline in biodiversity by 2030 in line with the Governments targets.

Assessment and Mitigation of Risk:

Risk / opportunity	Mitigation
That Bury does not have available receptor sites to accommodate off-site biodiversity net	Undertaking the necessary work to allow applications to DEFRA to register

gain requirements from development in the Borough.	the six Council-owned sites identified in this report.
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Legal Implications:

It is noted that this report anticipates that a procurement process may be required in order to procure a responsible body and delivery partner. It is further noted that the Council may consider a profit share mechanism with the partner. Corporate Procurement should be consulted at an early stage to advise on the compliant procurement and concession contract options available.

Legal Services will provide legal advice and support throughout and should be consulted at an early stage. If the department decide to grant leases to any organisations to deal with Biodiversity Net Gain, this will be dealt with by Property Legal and there will need to be restrictions on use within the leases.

Each plot of land referred to as receptor sites will need a title review to ensure the Council owns the land in question and to ensure there are no restrictions on the use of the land for the intended purpose.

Financial Implications:

There are no financial implications directly arising from the report.

Appendices:

Please list any appended documents.

Appendix A – Map of potential Council-owned BNG receptor sites

Appendix B – Equality Impact Assessment

Background papers:

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

Bury Biodiversity Strategy

DEFRA guidance on Biodiversity Net Gain:

<https://www.gov.uk/government/collections/biodiversity-net-gain>

GMCA webpages on Biodiversity Net Gain:

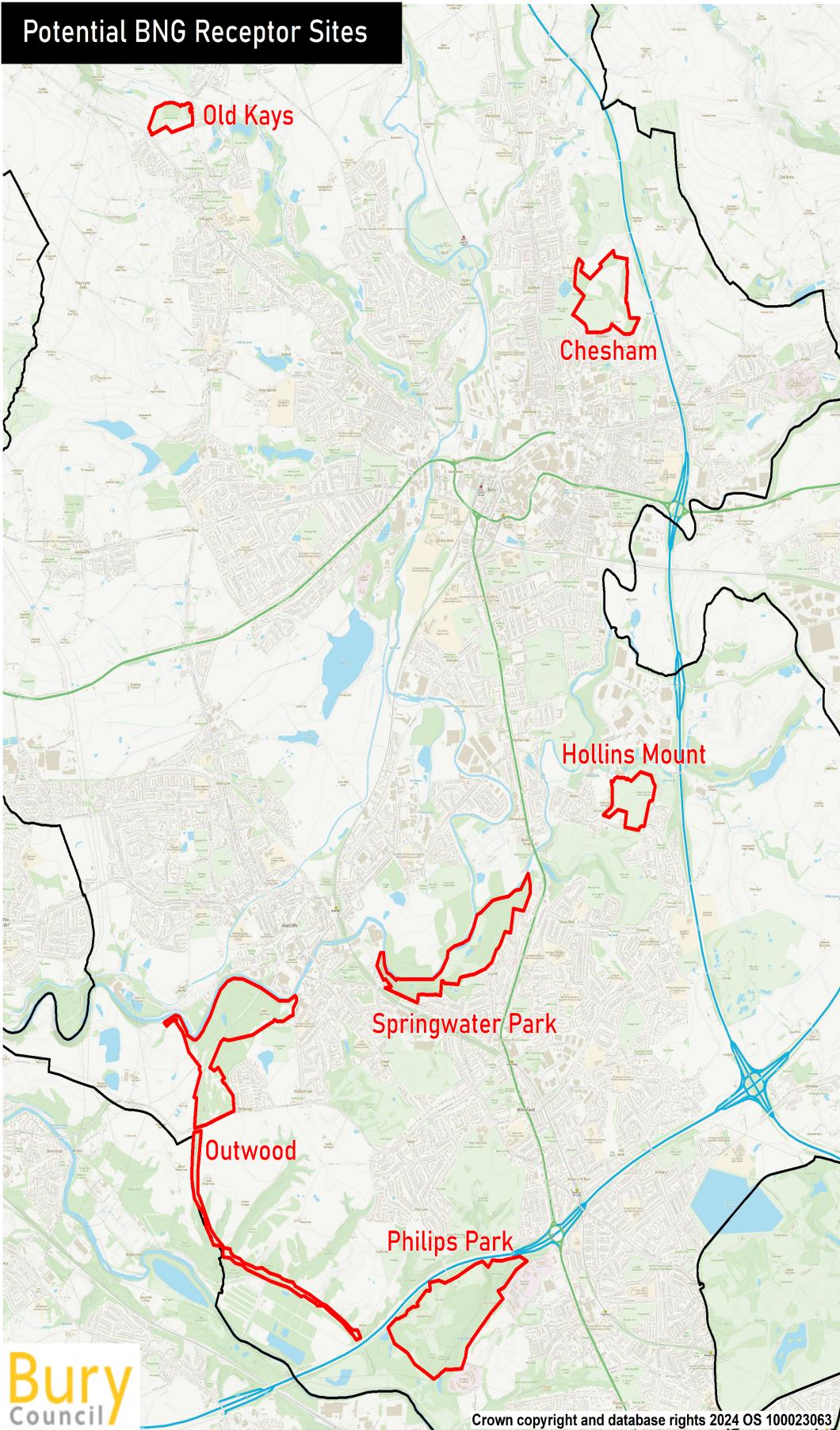
<https://www.greatermanchester-ca.gov.uk/what-we-do/environment/natural-environment/biodiversity-net-gain/>

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

Term	Meaning
Biodiversity	The variety of plant and animal life in the world or in a particular habitat
Biodiversity Duty	The general duty to conserve and enhance biodiversity that a public authority has and must consider when exercising its functions
Receptor sites	Sites which have been registered with the Department for Environment, Food and Rural Affairs (DEFRA) for off-site provision of biodiversity net gain (BNG).
Biodiversity unit	A unit of measurement used to quantify the biodiversity gain or loss of a development site. Biodiversity units can also be known as biodiversity credits. There are three types of biodiversity units: area habitat units, hedgerow units and watercourse units.
Statutory Biodiversity Metric	The biodiversity metric tool is used to calculate biodiversity value for the purposes of biodiversity net gain.
Off-site providers	An off-site provider can create or enhance habitats to generate biodiversity units for developments and allow them to meet their BNG requirement. An off-site provider could be a land manager, a landowner, or an organisation acting as a habitat bank.

LNRS	Local Nature Recovery Strategy
On-site	On-site refers to all land within a red line boundary of a development.
Off-site	Off-site, for the purposes of the biodiversity metric tool, refers to land outside of the on-site boundary, which is dedicated to habitat interventions (habitat enhancement or creation), regardless of proximity or ownership.
Responsible Body	<p>A responsible body is an organization that is designated by the Department for Environment, Food and Rural Affairs (Defra) to create and maintain legally-binding conservation covenants with off-site providers. Responsible bodies are responsible for:</p> <ul style="list-style-type: none"> ▪ Monitoring habitat restoration work to ensure it is carried out properly; and ▪ Taking enforcement action if there are any breaches of the agreement.

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Classification: Open	Decision Type: Non-Key
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Report to:	Cabinet	Date: 08 January 2025
Subject:	Adult Social Care Performance Quarter Two Report 2024/25	
Report of	Deputy Leader and Cabinet Member for Health and Wellbeing	

Summary

1. This is the Adult Social Care Department Quarter 2 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 2 of 2024-25.

Links with the Corporate Priorities:

6. The Adult Social Care is 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:

7. 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:

8. N/A

Assessment and Mitigation of Risk:

Risk / opportunity	Mitigation
N/A.	N/A.

Legal Implications:

9. 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. There are no Legal implications, and this report adheres to the law.

Financial Implications:

10. 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 Two, 2024/25

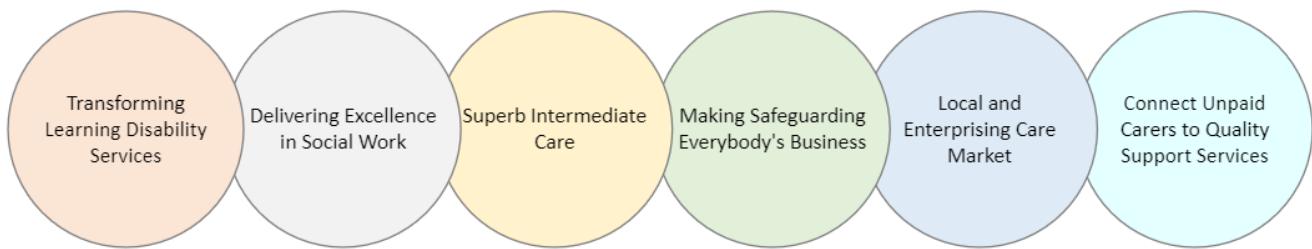
1.0 Executive Summary

- 1.1 This report provides a summary of the performance of the Adult Social Care Department during Quarter 2 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 The quarter saw great progress working towards the objectives in the departments business plan with brand new supported accommodation schemes open and great strides towards the delivery of our new co-produced carers, extra care and sensory strategy being made along with further progress in our toward independence transformation programme.
- 1.3 Great progress is also being made in our pursuit of delivering excellent social work service and our most recent recruitment drive is seeing our vacancies fall to its lowest level since the pandemic.
- 1.4 The core business of support vulnerable adults remains very busy with the number of assessments we are completing monthly now averaging 170 per month, compared to 140 month in 2023, this is a rise of nearly 20% and again the number of people receiving support from us grew to just below 3000 with demand for home care increasing after reducing slightly last quarter
- 1.5 Excellent progress is being seen in reducing people waiting for a Care Act assessment with a number of teams now regularly reporting no delays. Outstanding review continue to decrease but more work is needed on reducing the number of people waiting for an assessment by an Occupational Therapy.
- 1.6 In summary the department continues to show improvement in the delivery of its core business and delivery of its business plan despite ever increasing demand.

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 The 2023-26 Strategic Plan includes an annual delivery plan to deliver the service priorities, this is monitored on a quarterly basis. Quarter 2 highlights include:

Priority 1 – Transforming Learning Disabilities

- Every young person aged 17 with Care Act eligible care and support needs has an allocated Adults social worker to support assessment and planning.
- 35+ staff trained on the 'Progression model' for Learning Disabilities. The new operating model is on track to be delivered by February. Our strengths-based approach, supporting residents to live independently, will be backed by new ways of working across Operations, Commissioning and (pilot) Providers.
- Development of a draft strategy on Autism, with workshops being held system wide.
- Links established between local and national datasets, enabling a more accurate picture of our residents getting into employment and receiving training. 14 people with Learning Disabilities or autism entered employment, enabled by Bury Supported Living Service, who are on track to have their best year ever. Bury Adult Learning Centre are supporting 37 learners with courses which include independent living skills like cooking etc. The Greater Manchester Individual Placement Scheme has now started to collect information for people with Learning Disabilities, at Bury's request, with 13 referrals and 6 residents still in work 4 months after starting.
- Delivery of the St Mary's Place supported living service, with 8 new homes for autistic 18–25-year-olds. Really positive feedback from young people and families.

Priority 2 – Delivering Excellence in Social Work

- A new progression policy has been agreed and shared with the workforce via our policy portal.

- The Quality Assurance Audit process and feedback is on track to complete 100 by end of October 2024.
- Recruitment of Market Sustainability Investment Fund (MSIF) social work staff has been completed. Also, the Sanctuary Recruitment project is supporting reduction in vacant Social Work posts.

Priority 3 – Superb Intermediate Care

- The review of Intermediate Care Services has a delivery plan prepared, and an Improvement Board established. Task and finish groups are continuing with milestones developed from priority plans. This work continues during Q2 to improve services being delivered under the Intermediate Tier.
- The review of Reablement customer demand and capacity has been completed and has been evidenced to require an increase in the workforce. This has evidenced there needs to be an increase in the workforce to compete with demand.
- The Tier is involved with working with the Acute Hospital and system partners to improve flow and quality of care given to Bury Residents throughout the Health and Social Care system.

Priority 4– Making Safeguarding Everybody's Business

- Following approval of the MARM protocol and multi-agency panel in Q1. Discussion with SAB Independent chair has agreed a report going to November SAB to request MARM process continues pending a 12-month review in 2025. The report is completed and the panel members and professionals that have attended the panel have stated that they find it useful.
- The discovery phase of the safeguarding transformation programme has completed two local stakeholder workshops and several local authority peer conversations. The senior leadership team in adult social care have signed off the discovery phase and the interventions required for the safeguarding transformation programme. We are now working through those interventions and assigning the leads and processes needed to start the transformation work. The head of adult safeguarding and programme manager will report back to senior leadership team in December 2024.
- 10 Previous SAR Action plans completed and signed off by the SAB Scrutiny Panel. All other SAR actions are with Safeguarding Ops Group and will be completed for SAB scrutiny.
- SAB training has started to be rolled out and learning and development practice sessions have started, including a tri borough event on Mental Capacity.

Priority 5– A Local and Enterprising Care Market

- Drafting of the Extra Care Strategy has been co-produced with partners on the Extra Care Steering Group.
- A Project Group established to develop a Prevention and Wellbeing Strategy including planning engagement with residents and stakeholders.
- Care at Home contract has been extended for further year to allow for full retender. Consultation with users and families has begun while wider engagement sessions have been arranged.
- A Dementia Co-production network has been established.
- Drafting the Ageing Well Strategy has been co-produced with partners on the Ageing Well Steering Group and the Bury Older Peoples Co-Production Network.

- A workshop has been conducted with providers to develop plans for a provider workforce support offer. The most appropriate procurement mechanism is now being explored.
- Relevant sections of the department have been asked to develop/refine content for website.
- The Quality Assurance and Improvement Policy has been rolled out with an updated Quality Assurance audit being piloted with care at home.

Priority 6 – Connect Unpaid Carers to Quality Support Services

- The Carers Strategy has been drafted and reviewed by the Adults Commissioning and Improvement Board. The Strategy has underpinned by robust engagement by stakeholders and residents. There has also been a stronger emphasis on the needs of Young Adult Carers (18 to 25 years old) and also how the strategy reflects on the diversity of localities in Bury.
- Planning is underway for an event for carers and stakeholders to share the draft strategy and complete a co-production exercise. The event will also include views on how the department delivers respites for Carers and reviewing personal budgets for Carers.
- A proposal has been submitted and approved by GM to commence procurement of the Accelerated Reform Fund to connect carers to services when they are discharged from hospital. The proposal is a three-way commission between Bury, Oldham and Rochdale Council to identify unpaid carers who are discharged from Hospital. Funding has been approved for a 12-month period, with service commencing from January 2025.

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 published 9 assessment reports with around 50 councils undergoing the assessment process ([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.

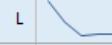
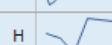
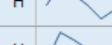
3.2 Local progress in terms of CQC Assessment readiness activity includes:

- Continuing to compile the CQC Information Return.
- Preparation of a draft 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 site visit planning is in place.
- Local key contacts for the CQC for the site visit have been confirmed.

3.3 We are reviewing the published local authority assessment reports that are rated either 'requires improvement' or 'good' to identify any potential gaps in our own planning.

4.0 Highlight Report for Quarter 2, 2024/5

Adult Social Care - Quarterly Highlight Report - Quarter 2

Obsessions	Performance Measures	Frequency	Polarity	Sparkline	Latest Data	Direction of Travel	Rank (higher is better)	Rank (lower is better)
							CIPFA (16) 22/23	NW (24) 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		81 ✓			3
	Median number of days waiting for an ASC needs assessment	Q	L		35 ✓			5
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		88% ✓		6	
	Of those who expressed outcomes the proportion of people who have their safeguarding outcomes fully or partially met	Q	H		88% ✗		10	
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		90% ✓	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		68 ✗			

Annual Measures: ASCOF 23/24

Quarterly Measures: updated Q2 24/25

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

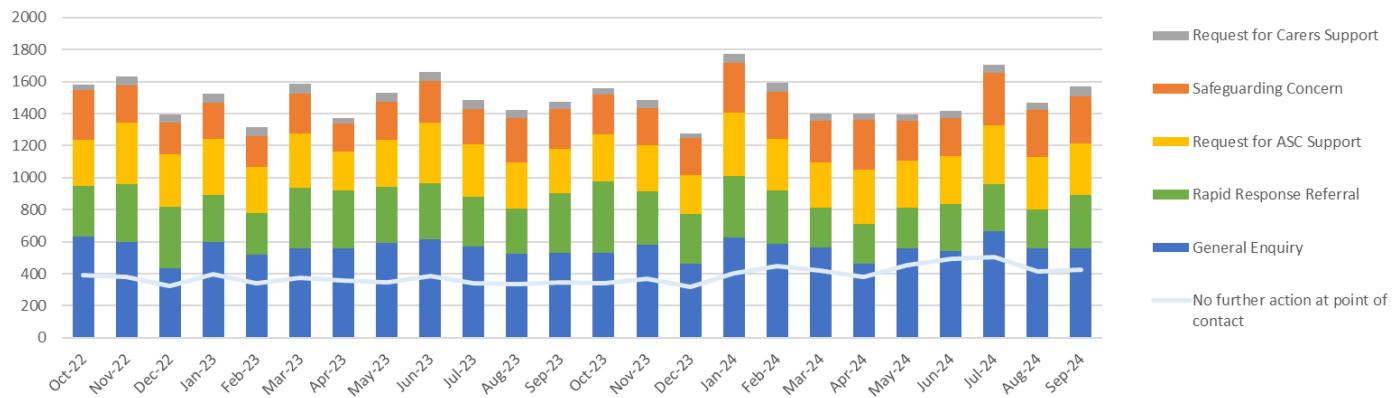
We are proud that we have worked hard on increasing the number of people with lived experience who provide feedback and have now started collecting and collating feedback from people with lived experience. We have attempted to gather feedback from 50 individuals with around 50% or those giving feedback (25%) over the last 2 months. We are targeting to complete 100 pieces of attempted feedback, either via the telephone or face to face by Jan 2025. This feedback is linked to the case file compliance and case audits so we can assure ourselves that our findings in our audits is aligned with how individuals feel about the support and care that they are receiving.

Some of the data and comments that we have received from the feedback can be seen on p21.

4.1 Contacts

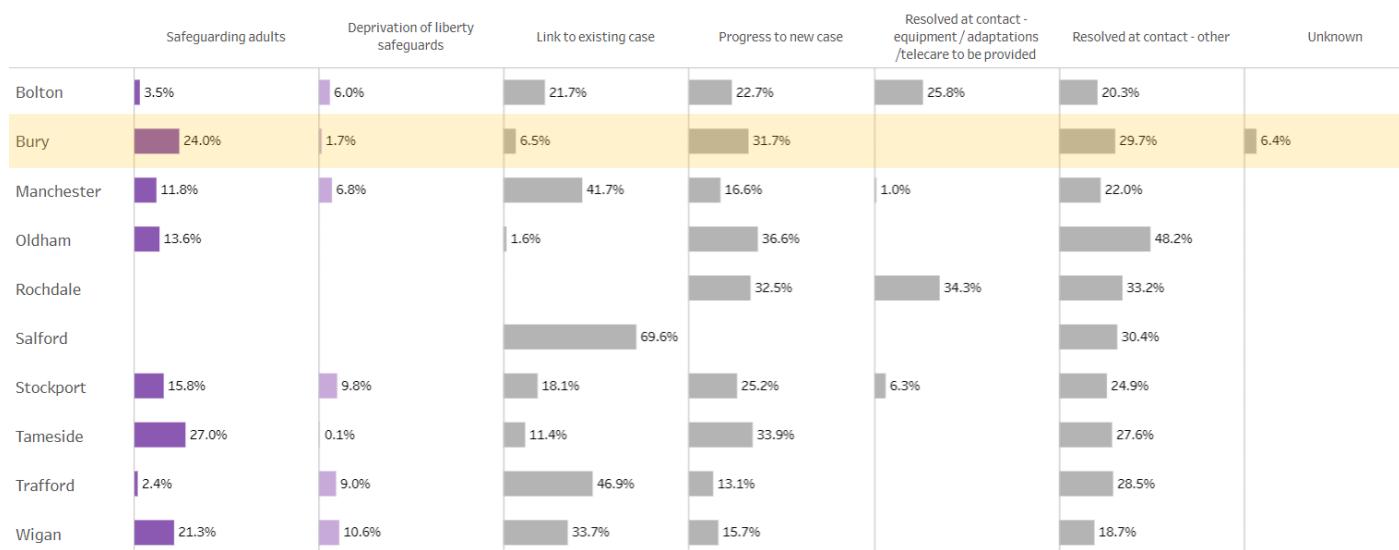
The primary means of public contact to request support, information and advice is through our care, connect and direct office (CAD). A higher proportion of contacts resolved by CAD means that people's enquiries are being dealt with straightaway and not passed on to other teams.

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



How does Bury Compare?

Contacts by Outcome | August 2024



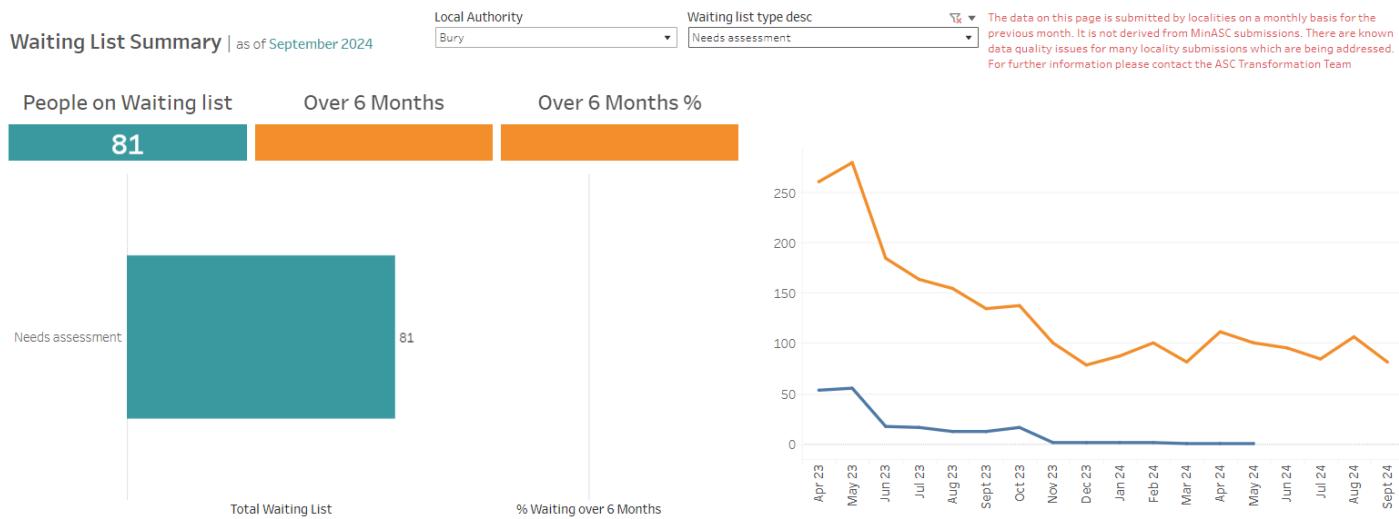
Contacts – Q2 commentary

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.

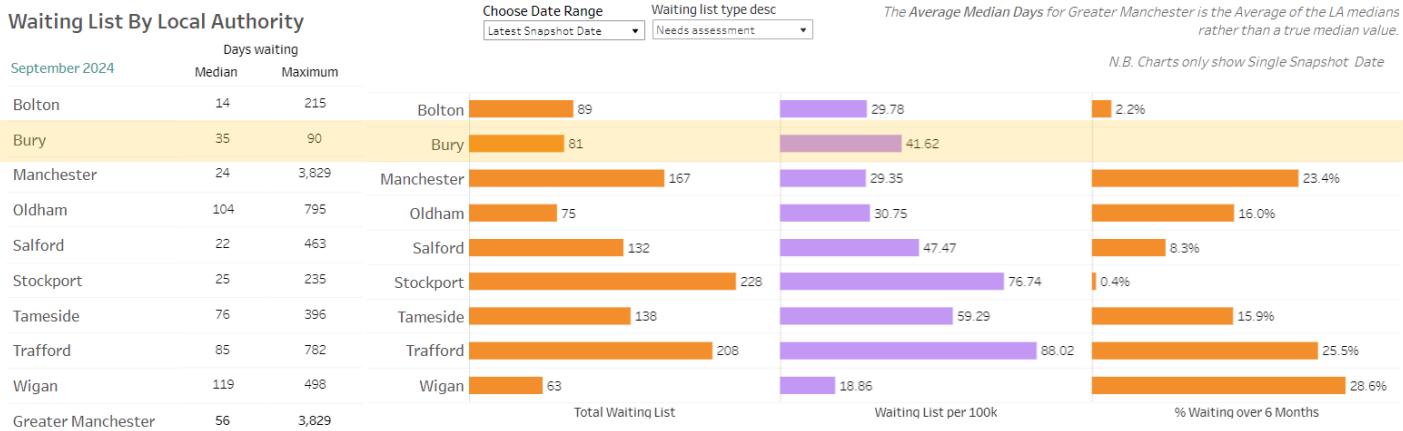
After a quieter Q1, Q2 show volumes returning to busier levels. July, August, and September evidence increased contact for CAD with July showing the highest level since January 2024. September is showing a slow rise leading into the colder season.

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 – Q2 commentary

Significant progress has been made in reducing the number of individuals awaiting a social work needs assessment. Through our targeted initiatives under the oversight of the Performance and Improvement Board, and through the focus applied by frontline staff with oversight and direction of their managers across Adult Social Care we have continued to reduce waiting times to allocation to 81 people which is a reduction of a further 9 individuals from the previous quarter. This now means we rank 3rd in Greater Manchester for our position on cases awaiting allocation and we are the only Greater Manchester authority with no cases waiting longer than 6 months for allocation.

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. We have continued to expand social work capacity through successful recruitment with currently our lowest vacancy rate for the last 2 years.

As we enter Quarter 3 of 24/25, our mission remains to reduce waiting times. Data-driven strategies guide our governance boards to allocate resources and interventions promptly. We are committed to improving pathways, systems, and timely assessments despite rising service demands. We have set ambitious workforce targets aimed at reducing median and maximum waiting times which are beginning to see good outcomes and improvements. We will review NHS 'Waiting Well' initiatives to see if they can be applied in Adult Social Care. 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 where at the end of September 219 people were waiting. We have invested in 2 additional therapists to combat these waits and hope to see the numbers reduce over quarter 3 and quarter 4.

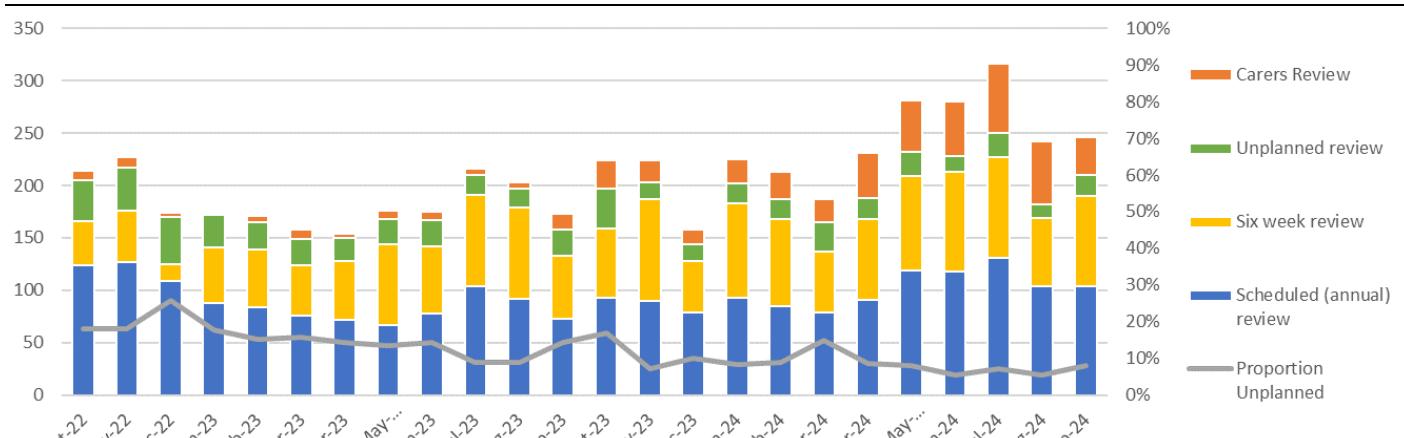
Whilst too high this continues to be similar to other areas in Greater Manchester.



4.3 Reviews

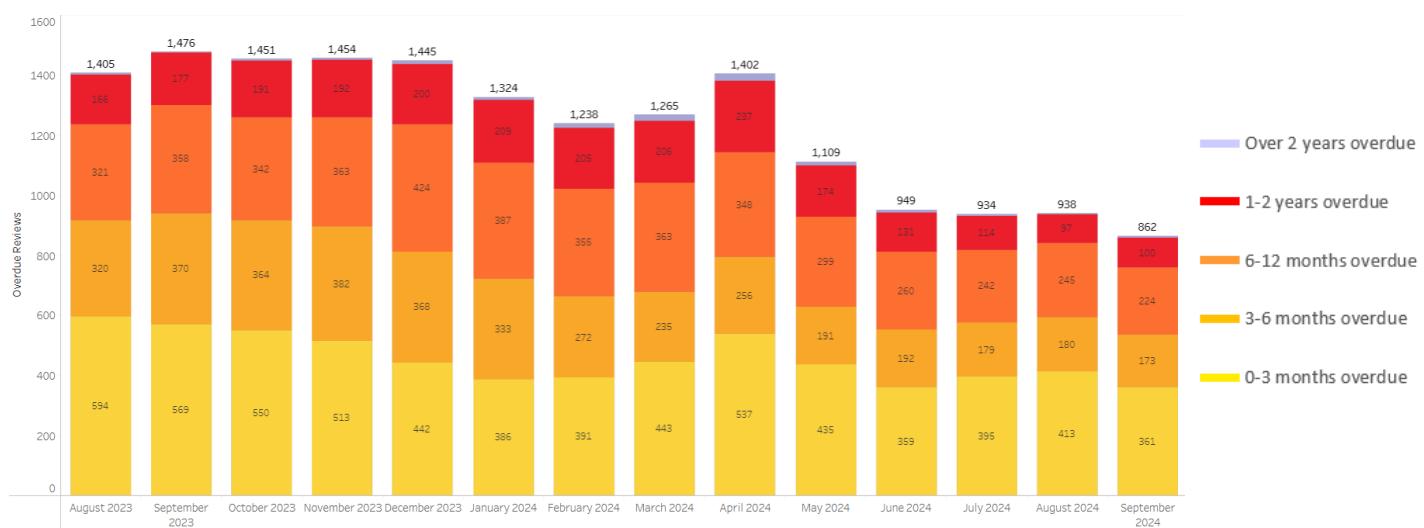
Adult Social Care reviews are a re-assessment of a person's support needs to make sure that they are getting the right support to meet their needs. Needs may change and new services and technology may give someone more independence and improve their wellbeing. A lower proportion of unplanned reviews 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 – Q2 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 an initial review in the first 6 to 8 weeks of service commencing.

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.

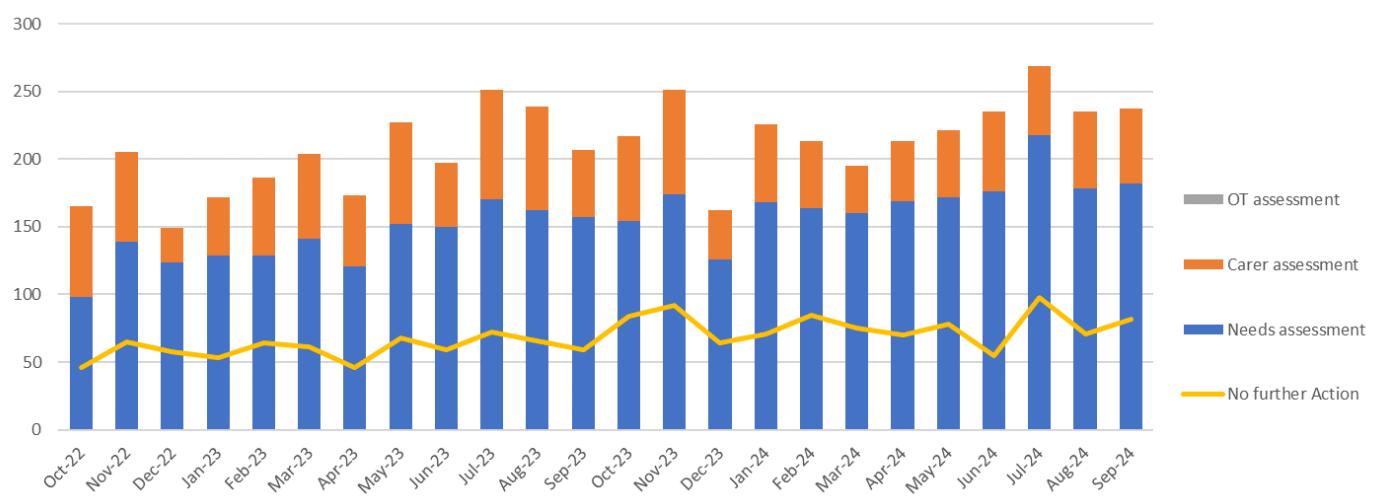
Within Q2 of 2024/25, performance has been steady when compared to the significant progress observed in Q1. Comparing the figures at the start of Q2(July) to the end of Q2 (September), there has been a 9% reduction in the overall number of overdue reviews. This is significant progress when compared to the position 6 months ago and is down to several factors, including: the expanded adult social care reviewing team continuing to be fully staffed, as well as a continued push on data quality across the system and ensuring that reviews are not incorrectly showing as overdue. The graphs also reflect the extra efforts which have been taken to target carers reviews, with the reviewing team now being in a position where all carers' reviews identified as due to become overdue in a particular month are allocated across the team at the beginning of the month, meaning that all unpaid carers are reviewed yearly. Identifying and supporting unpaid carers is a departmental target and we have achieved our target set out in Q1 of being in a position where unpaid carers are now no longer overdue their reviews.

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 conduct 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 – Q2 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.

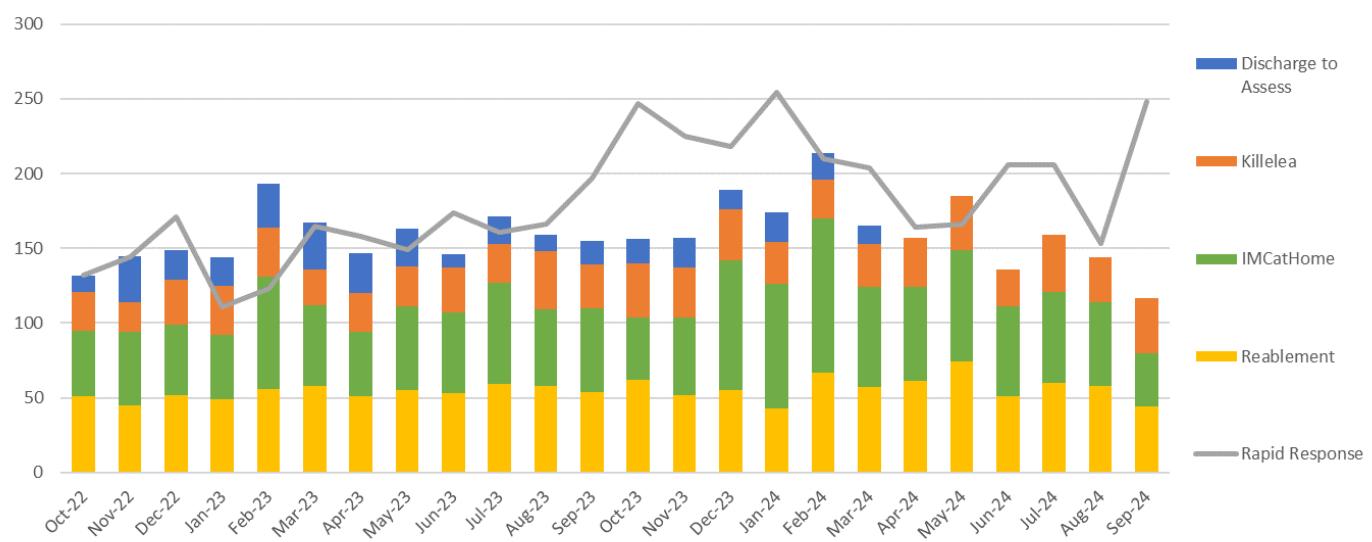
The focus on efficiency and workforce capacity has resulted in a stable assessment completion rate, with the time taken to complete assessments improving compared to the Greater Manchester (GM) average. Moving forward, the department will continue to monitor demand and make necessary adjustments to staffing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

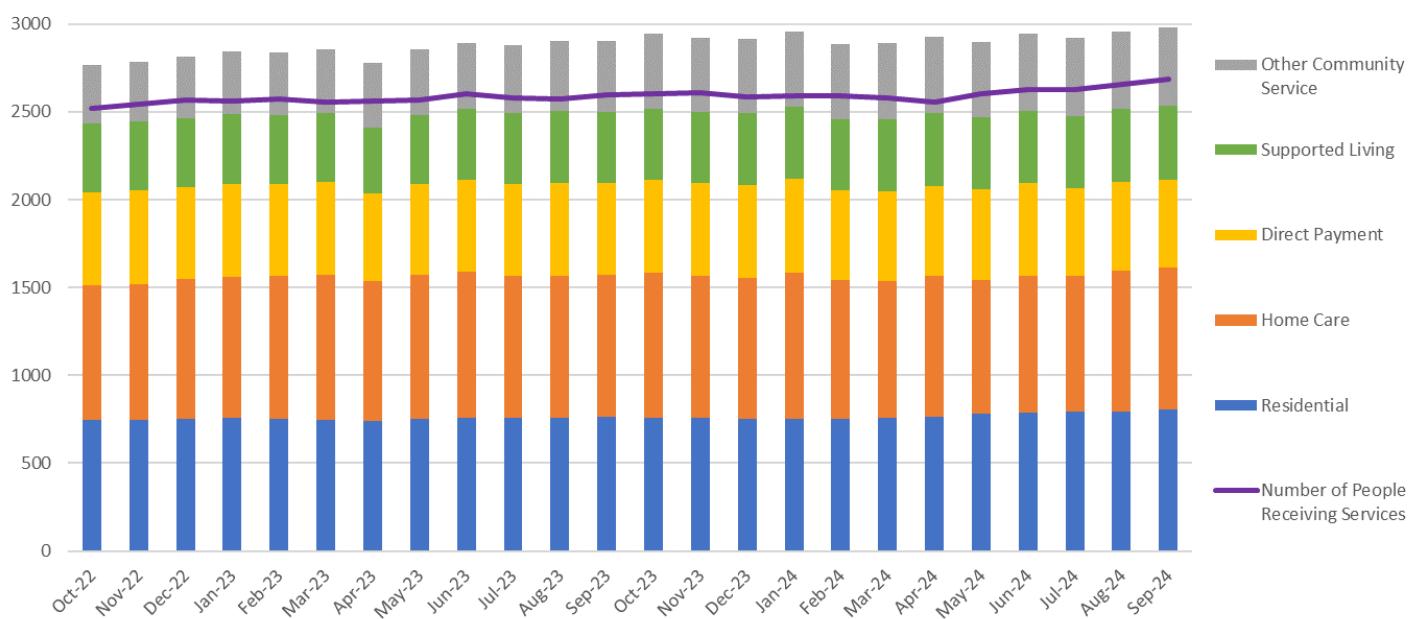
4.5 Services

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.

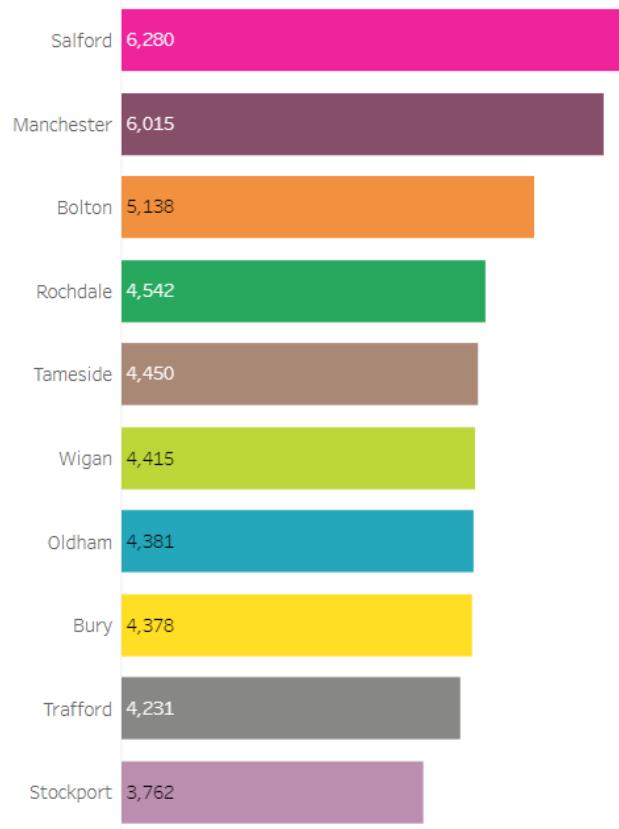


Number of Long-term Adult Social Care services open on the 1st of each month.



How does Bury Compare?

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



Services – Q2 commentary

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

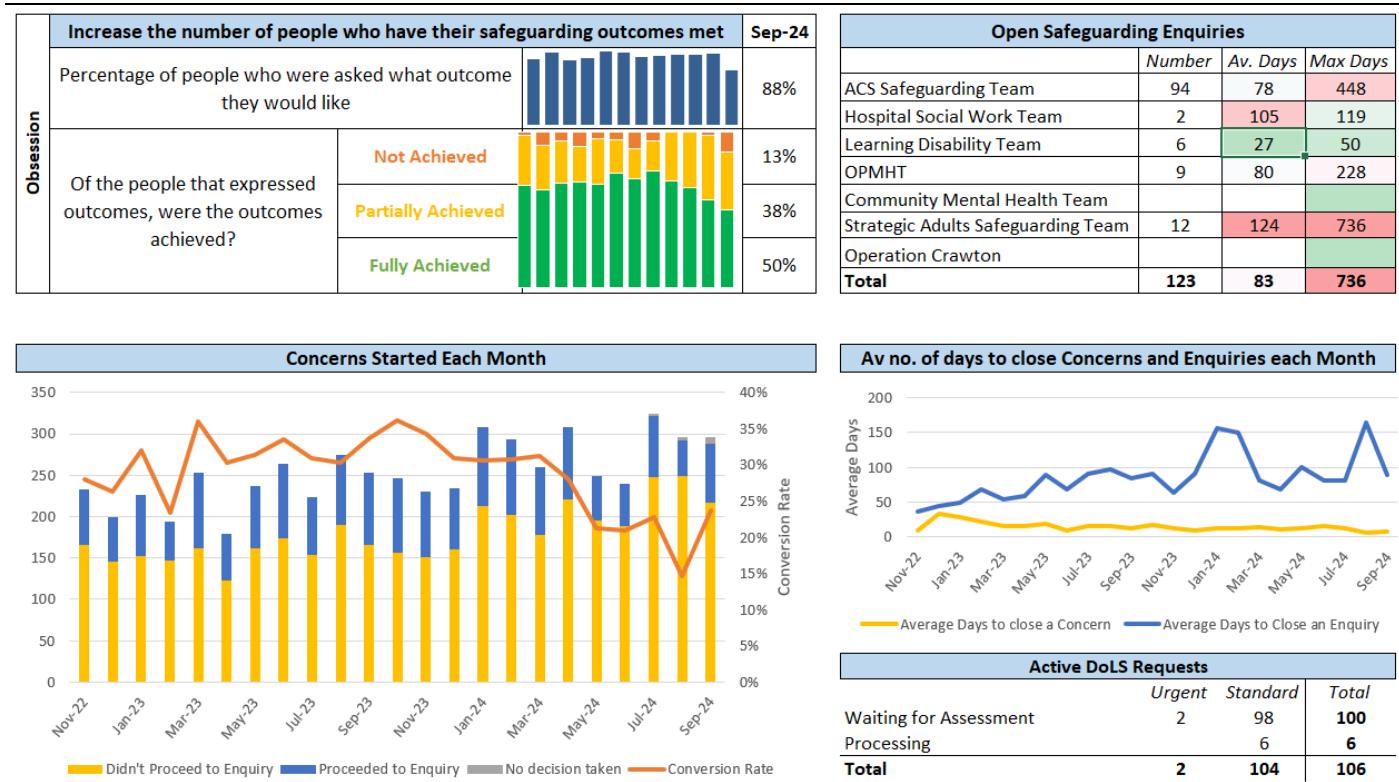
The first chart shows the number of people supported in our intermediate care services. These services aim to prevent, reduce, and delay the need for long term care and support so the busier they are the better. The ADASS report for Q2 indicates the episodes of reablement and intermediate care intervention (per 10,000 population) is Higher than the Northwest Average.

The whole service returned to a steadier state this quarter, but we did see a drop in demand for our services in the summer months.

Bury Residents leaving the service - there is still a high proportion not requiring any ongoing services and maintaining their independence.

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.



How does Bury Compare?

Metric	Bury	Rank in Northwest (out of 22)
Conversion Rate	16%	5 th
Making Safeguarding Personal – Asked	90%	6 th
Making Safeguarding Personal - Outcomes	94%	10 th

Last Updated: Q2 2024/25

Safeguarding – Q2 commentary

A continuing picture of improvement for Bury Adult Safeguarding. Last quarter we saw a marked increase in asking people their outcomes and either fully or partially achieving those outcomes. This increased at one point to 100% which caused some concern when we reviewed the data at the safeguarding operations group. It is unlikely that we will ever meet everybody's outcomes all the time. However, with some work with our frontline social workers we now see the data back to a good and realistic standard of asking outcomes at 90% and meeting or partially meeting outcomes at 94%.

There are no concerns with our performance measures regionally and we continue to improve and hold a maintained positive position.

The conversion rate as stated in the chart has dropped to 16% which again shows a fall in conversions to S.42 enquiries. We reviewed this change and discovered that some changes needed to be made to the way our social workers were managing the safeguarding on duty (they were starting the enquiry work at the screening stage). Since this review, our conversion rate is back up to 25% which is within what our head of adult safeguarding perceives as normal parameters. This will be shown in the Q3 data.

We have moved up 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 has continued to decrease over the last quarter and is 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 continue to undertake reflective sessions, the next booked for January which will focus on Mental Capacity Act assessment and link into the safeguarding adults board tri borough event which took place in October 2024. We also continue to promote a shared risk culture within the safeguarding service. This has potentially, and by design, allowed more positive risk management on safeguarding outcomes.

Operation Crawton (Edenfield) is concluding from a safeguarding perspective with all the S.42 enquiries now being closed. Therefore, this will no longer be reported on in the cabinet report going forward. However, for note, the two spikes in increase in S.42 enquiry length are due to the two periods that we received the closure notifications from our regional partners around the Edenfield organisational safeguarding.

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
Q2	32	3	13	6	19	3

10 complaints remain ongoing

Compliments

Period 2024/25	Number of compliment s received	Source		
		Person receiving or had received services	Relative of person receiving or had received services	Other (incl. various survey responses/thank you cards)
Q2	140	9	22	109

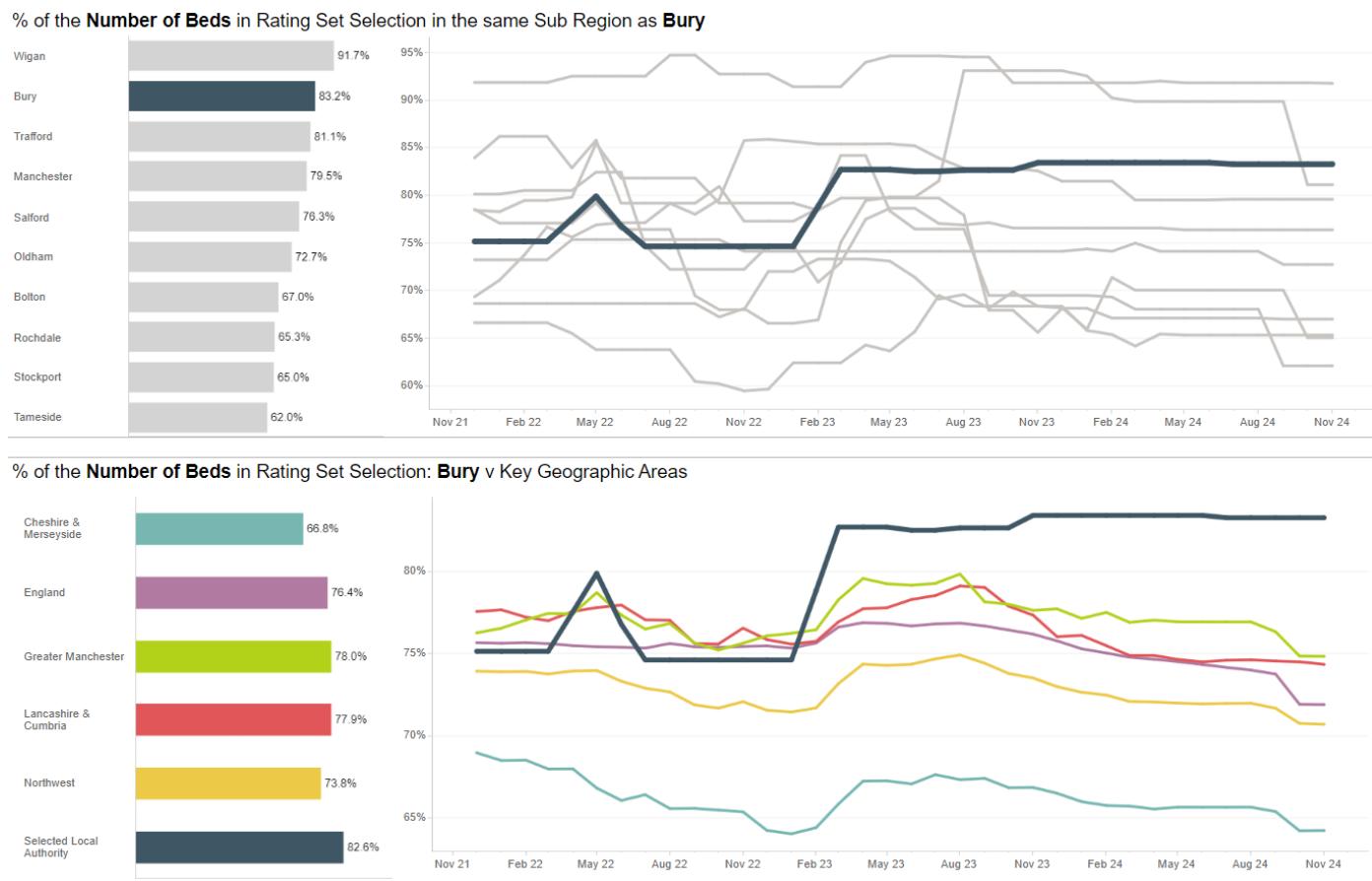
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Complaints and Compliments – Q2 Commentary

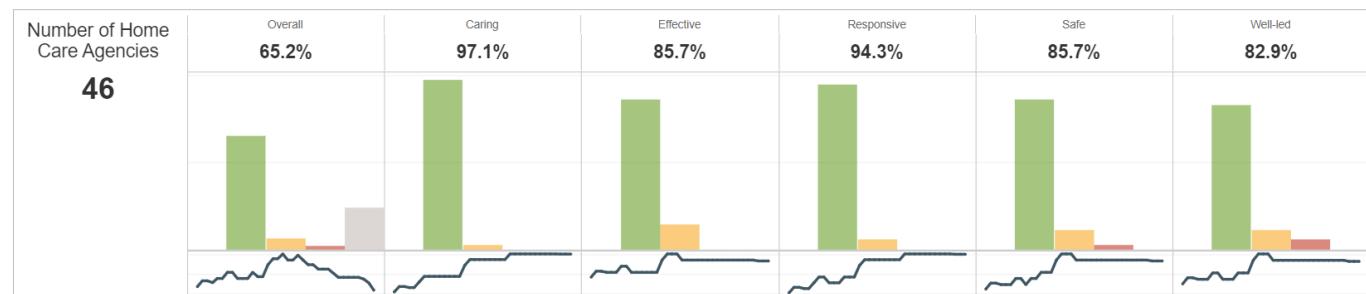
Complaints have shown an increase from this time last year, 19 in Q2 2023/2024. Although there has been an increase it has not highlighted any areas of concern. Compliments are showing a reduction from this time last year, 205 in Q2 2023/2024. Managers are reminded and encouraged to record and share compliments received.

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: Q2 2024/25

State of the Care Market – Q2 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 2nd amongst its GM Neighbours and performing well above the England average and the average of all Northwest regions.

Bury is ranked 4th in GM for community providers including care at home and supported living, however, it should be noted that this takes into account all providers active in our locality. Of those providers that the Council commission

- All care at home providers rated Good or Outstanding
- Only one supported living provider rated Requires Improvement, the rest are Good or Outstanding.

4.9 Quality Assurance – Embedding Audits and Feedback

Case File Audits

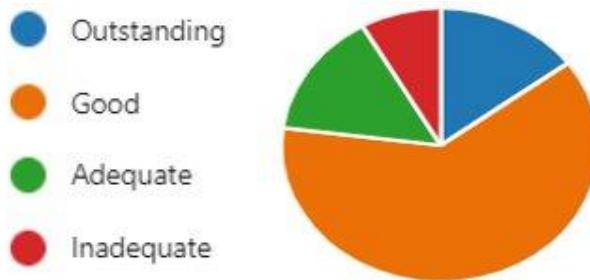
Our operational management has worked hard to review, amend and revitalise our audit process. We have now completed 100 case file audits over the last three months and now we have the space to move to a business as usual 20 case file audits a month.

The purpose of carrying out regular audit is to gather evidence that demonstrates the work we do and the decisions we make, achieve the best outcome for individuals and families who access our services.

Casefile audits have 3 objectives:

- First, they can improve social care practice
- Second, they ensure the person is supported appropriately
- Third, they provide assurance of the quality of ASC practice

Overall quality of case file audits - 73% of all cases being recognised as being good or above. This is an excellent achievement for our base level audit work over the last three months and this should be celebrated. We are now working on some of themes that have been identified in the data such as, financial assessment, updating demographics and ensuring that we are recording and sending individual's their assessment. This is documented on our risk assessment and quality assurance board action log and improvement plan.



Case file audit feedback from reviewers:

'Evidence of outstanding piece of work. All documents visible on the system'

'The case work completed was relevant and proportionate, this was a good piece of work however this is now still an active case as issues keep occurring.'

'There is a good level of recording on this case, this timelines the intervention well. There was an outstanding response to support provided when there had been an issue with a respite booking which supported the customer to access respite on the planned date, the timeframe met here was excellent'

Feedback from people

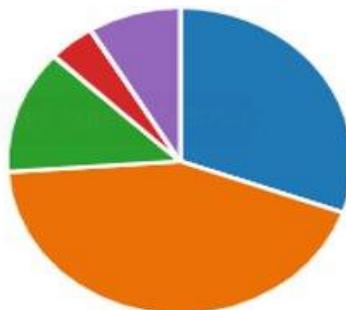
Feedback from the people we support helps us to gather the lived experiences of people using social care and confirm what is going well and potential areas for improvement.

The narrative for the feedback is given on p7 of this cabinet report. We have some excellent data from the direct feedback we have received. The individuals themselves are directly reporting that 75% agreed or strongly agreed that they were given time to tell their story in their own way. Furthermore, 66% felt that our interventions made a difference and only 15% disagreed or strongly disagreed that we wanted to know what the individual was good at and what they enjoyed doing.

This is a strong picture that we are getting direct reporting that we are working in a person centered and strength-based manner. However, our quality assurance board recognise there is further work to be done.

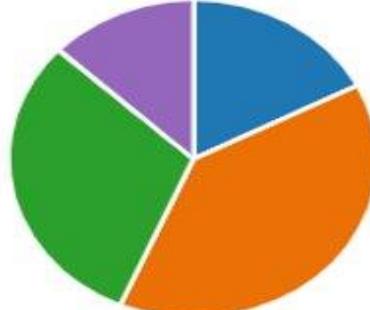
'Gave me time to tell my story in my own way'

- Strongly Agree
- Agree
- Undecided
- Disagree
- Strongly disagree



'Wanted to know what I was good at and what I enjoyed doing'

- Strongly Agree
- Agree
- Undecided
- Disagree
- Strongly disagree



'Made a difference'



Quotes from feedback:

Assessment – what did we do well:

- *'You were very nice, and I understand with my son it's difficult. You have now said you're going to look into extra care which makes me happy.'*
- *'The assessment process was in depth; the worker covered a lot of things. Offered choice with care provided. Helped with forms.'*
- *'Very professional throughout.'*

Did we make a difference:

- *'Helping me to stay in my own home.'*
- *'Enabled me a carers personal budget, time for myself to relax and enjoy holistic therapies.'*
- *'Lovely to talk to...gave me a lot of good support.'*
- *'Good information provided. Supported us all as a family.'*

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 four 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	Lower Residential & Nursing Care is better
	Proportion of Home Care vs Nursing and Residential Care Services compared against 2 years ago		
	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

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Classification:	Decision Type:
Open	Key

Report to:	Cabinet	Date: 08 January 2025
Subject:	Parking Standards in Bury Supplementary Planning Document-Consultation Draft	
Report of	Leader and Cabinet Member for Strategic Growth	

Summary

1. The revised Parking Standards in Bury Supplementary Planning Document (SPD) provides recommended guidelines for parking provision for new development.
2. The aim of the SPD is to ensure that an appropriate level of well-designed vehicle and cycle parking is provided in all new developments. The document will give more comprehensive guidance on the types of parking that should and shouldn't be provided.
3. The Parking Standards for Bury SPD updates and replaces the existing standards set out within the current Development Control Policy Guidance Note 11: Parking Standards in Bury.
4. The SPD is based on the existing parking standards but has been updated to reflect current policy and guidance, with additional sections and information added.
5. The SPD must be read alongside Places for Everyone Policy JP-C8: Transport requirements for New Development which requires new development to be located and designed to enable and encourage walking, cycling and public transport use, to reduce the negative effects of car dependency, and help deliver high quality, attractive, liveable and sustainable environments.
6. Once adopted, the SPD will be a material consideration in planning decisions. If development proposals do not comply, the SPD and the policy it supplements may be used as a reason for the refusal of planning permission.
7. It is proposed that, following consultation, a further version of the Parking Standards SPD will be brought back to Cabinet for formal approval.

Recommendation(s)

8. It is recommended that Cabinet:
 - I. Approves the draft revised Parking Standards SPD attached at Appendix 1 as the basis for a six-week public consultation commencing February 2025.
 - II. Delegates approval to the Executive Director of Place to make minor non-material modifications to the draft revised Parking Standards Supplementary Planning Document- before consultation commences.

Reasons for recommendation(s)

9. To ensure that all stakeholders are given the opportunity to have their say on the draft revised Parking Standards Supplementary Planning Document.

Alternative options considered and rejected

10. To not approve the SPD for consultation. This would prevent stakeholders from commenting on the SPD and would prevent the Council from being able to proceed to adopt the SPD because it is a statutory requirement that such documents must be consulted on before adoption.

Report Author and Contact Details:

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Position: Service Manager: Strategic Planning and Infrastructure

Department: Business, Growth and Infrastructure

E-mail: d.i.wiggins@bury.gov.uk

Background

11. Places for Everyone (PfE) is a joint plan of nine Greater Manchester districts and was adopted on 21st March 2024.

12. PfE Policy JP-C8: Transport Requirements of New Development requires new development to be located and designed to enable and encourage walking, cycling and public transport use, to reduce the negative effects of car dependency, and help deliver high quality, attractive, liveable and sustainable environments.

13. The draft revised Parking Standards SPD builds upon policy JP-C8 and covers cycle parking, car parking, disabled parking and operational parking requirements. It sets out the number of parking spaces required for new developments in both residential and commercial settings. The document gives comprehensive guidance on the types of parking that should and shouldn't be provided.

14. Once adopted, the Parking Standards SPD will update and replace existing standards set out within Development Control Policy Guidance Note 11: Parking Standards in Bury.

Scope and Content of the SPD

15. Bury Council is committed to tackling climate change. One of the ways in which we can make a positive difference is through effective parking provision for all vehicle types in new developments. We want to encourage more walking and cycling for shorter journeys, and for longer journeys encourage more sustainable options such as using public transport wherever possible. Ensuring that routes are attractive and useable for pedestrians and cyclists is key to achieving this.

16. The SPD is split into two sections, parking standards for residential developments and parking standards for non-residential developments. Both sections include parking standards for cycles, cars and disabled parking. The parking standards for non-residential developments also includes operational parking standards.

17. Standards have also been introduced for different types of residential accommodation such as houses in multiple occupation and accommodation for older people.

18. Guidance is also included on disabled parking, to ensure that parking at residential properties is accessible for a disabled person in line with the Equality Act 2010.

19. The cycle parking standards have been updated to reflect guidance in Local Transport Note (LTN) 1/20 Cycle Infrastructure Design. A clearer definition of the type of cycle parking that is suitable for residential properties is included. The type of cycle parking aimed at residents, and short-term parking aimed at visitors is also clearly defined and cycle parking for non-standard cycles is included.

Consultation and Adoption

20. The SPD is being prepared in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 which are reflected in our Statement of Community Involvement. The Regulations set out that a draft SPD must be:

- Screened to determine whether Strategic Environmental Assessment or Habitat Regulation Assessment is required. The outcomes of the screening opinion will be published alongside the draft SPD.

- Made available for public consultation for a 4-week minimum period.
- Be made available for inspection, at the local planning authority's principal office and at such other places within their area as the local planning authority consider appropriate, during normal office hours, and be published on the local planning authority's website.

21. The SPD will be prepared in accordance with these regulations and relevant material available for inspection on the Council's web site; the Town Hall reception; Bury, Prestwich, Radcliffe or Ramsbottom Libraries and at the Tottington Centre. Letters/emails will also be sent to all contacts on the Council's development plan database. We will also advertise the consultation via social media platforms.

22. Following consultation, a statement will be prepared setting out a summary of the main issues raised during the consultation and the draft SPD may, if necessary, be amended to address any issues raised. A further report will be brought back to members to determine whether to proceed with formal approval for the adoption of the document.

Conclusion

23. Members are asked to consider the draft Parking Standards in Bury Supplementary Planning Document and approve the document for consultation purposes.

Links with the Corporate Priorities:

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

24. Places for Everyone forms part of the Council's Policy Framework (being one of the statutory plans listed under Article 4 of the Council's Constitution). The revised Parking Standards SPD supplements PfE Policy JP-C8: Transport Requirements of New Development and takes account of national planning guidance.

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](#).

25. Equality Impact Assessment to follow.

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**.*

26. The SPD is not expected to give rise to any significant environmental effects.

The SPD seeks to ensure the effective and consistent implementation of policies relating to provision of car and cycle parking, which in themselves should ensure positive effects relating environmental impact.

Assessment and Mitigation of Risk:

Risk / opportunity	Mitigation
Stakeholders do not engage in the consultation on the draft revise Parking Standards Supplementary Planning Document	The SPD is being prepared in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 which are reflected in our Statement of Community Involvement. However, the consultation process will be kept under review and will be adjusted if additional stakeholder engagement is required.

Legal Implications:

27. The statutory requirements for the preparation of SPDs are set out in Regulations 11 to 16 Town and Country Planning (Local Planning) (England) Regulations 2012 and paragraphs 20 and 21 of this report sets out how these requirements will be followed. Before adoption of the SPD, Cabinet will need to consider any issues raised during the consultation and how those issues have been addressed. SPDs do not form part of the development plan so they cannot introduce new planning policies. They are however a material consideration in determining planning applications.

Financial Implications:

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

Appendices:

Please list any appended documents.

Background papers:

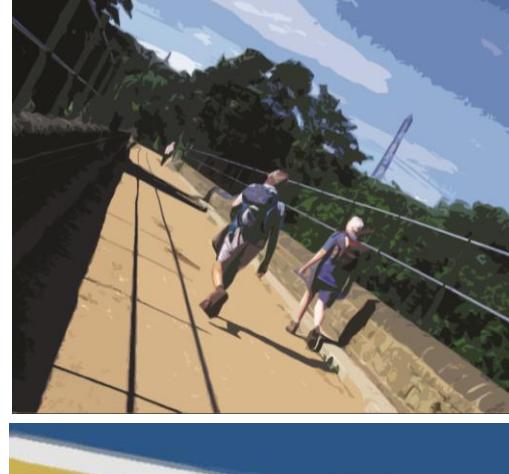
Please list any background documents to this report and include a hyperlink where possible.

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

Term	Meaning
SPD	Supplementary Planning Document
PfE	Places for Everyone

DRAFT

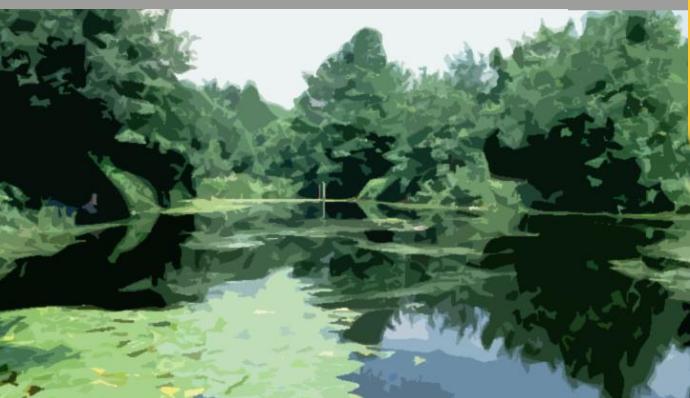
Bury
Council



Supplementary Planning Document 11

Parking Standards in Bury

January 2025



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1 Introduction

- 1.1 Bury Council is committed to tackling climate change. The Council's Climate Action Strategy was adopted in 2021¹ and sets out the actions the Council will take to achieve carbon neutrality by 2038. The transport choices that individuals make will strongly influence the Council's ability to achieve this target; active travel and shared transport are promoted within the plan over private car use.
- 1.2 One of the ways in which we can make a positive difference is through effective parking provision for all vehicle types in new developments. We want to encourage more walking, wheeling and cycling for shorter journeys, and for longer journeys encourage more sustainable options such as using public transport wherever possible. Ensuring that routes are attractive and useable for pedestrians and cyclists is key to achieving this. Providing sufficient parking for all types of vehicles will be necessary so that parked vehicles do not dominate the street scene or prevent access for pedestrians and cyclists.
- 1.3 This Supplementary Planning Document (SPD) sets out the development-related parking standards for Bury. These standards include requirements for cars, cycles and powered two wheelers. Guidance for the provision of parking for people with disabilities is also included. In addition, it contains guidance on parking for electric vehicles and provision of car clubs.
- 1.4 The SPD includes standards, guidance, and example parking layouts. Developments are expected to meet the standards set out in this SPD. The standards have been developed to consider the specific location and variations in parking demand this is likely to create. It is accepted that there will always be exceptions or developments that have specific circumstances that may warrant a relaxation to the standards. It is recommended that a developer that is considering promoting a development that doesn't follow the standards set out in this SPD should discuss their proposal with the Development Management Team at the earliest opportunity.
- 1.5 SPDs are used to provide further detail and guidance on the implementation of policies and proposals contained in existing Local Plans. Whilst not statutory development plan documents themselves, they can be a material planning consideration in the determination of planning applications. As such they need to be consistent with national and local planning policies and guidance.

¹ <https://www.bury.gov.uk/pests-pollution-and-food-hygiene/pollution/lets-go-green-carbon-neutral-bury/burys-climate-action-strategy-and-action-plan>

- 1.6 The SPD has been prepared accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 and the National Planning Policy Framework 2024 and supports Places for Everyone Policy JP-C8: Transport requirements of New Development.
- 1.7 Once adopted, this SPD will supersede the existing adopted standards which are set out in Development Control Policy Guidance Note 11- Parking Standards in Bury (May 2007).

2 Policy Context

National policy guidance

2.1 The revised National Planning Policy Framework (NPPF) came into force in December 2024. This document sets out the government's planning policies for England and how these are expected to be applied. The NPPF is a material planning consideration of significant weight. This means that it must be taken into account, where it is relevant, in deciding planning applications and appeals.

2.2 Paragraph 112 of the National Planning Policy Framework (NPPF) requires the setting of local parking standards for both residential and non-residential developments to take account of:

- The accessibility of the development
- The type, mix and use of the development
- The availability and opportunities for public transport
- Local car ownership levels
- The need to ensure an adequate provision of spaces for charging plug-in and other ultra-low emission vehicles

2.3 Paragraph 113 covers the setting of maximum standards and states that maximum parking standards for residential and non-residential development should only be set where there is a clear and compelling justification that they are necessary for managing the local road network, or for optimising the density of development in city and town centres and other locations that are well served by public transport (in accordance with chapter 11 of this Framework).

2.4 In town centres, local authorities should seek to improve the quality of parking so that it is 'convenient, safe and secure, alongside measures to promote accessibility for pedestrians and cyclists.'

2.5 Paragraph 114 covers lorry parking and states that planning policies and decisions should recognise the importance of providing adequate overnight lorry parking facilities, taking into account any local shortages, to reduce the risk of parking in locations that lack proper facilities or could cause a nuisance. Proposals for new or expanded distribution centres should make provision for sufficient lorry parking to cater for their anticipated use.

2.6 The Framework requires that the design of streets, parking areas and other transport elements of developments reflects current national guidance, including the National Design Guide and the National Model Design Code (paragraph 115). Developments should prioritise pedestrians and cyclists

and give access to public transport; should address the needs of the disabled; should create safe, secure and attractive places; should allow for the efficient delivery of goods, and access by service and emergency vehicles; and should be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations (paragraph 117).

2.7 All developments that will generate significant amounts of movement should provide a travel plan; applications should be supported by a transport statement or transport assessment so that the likely impacts of the proposal can be assessed and monitored (paragraph 118).

Manual for Streets

2.8 Manual for Streets is nationally approved detailed guidance on the design of street layouts, predominantly in residential areas. Chapter 8 covers parking, including cycle parking. It considers in detail the provision of cycle parking, including storage sheds, parking for dwellings including the relationship with garages, options for parking in flats, visitor and communal parking for all types of use.

2.9 In respect of car parking, it notes that attempts to constrain residential parking provision do not tend to affect the numbers of vehicles and provision of sufficient spaces is important; however, car clubs can be effective, and communal spaces can be more efficient in providing for needs. It considers the role of on-street parking and highlights advantages and pitfalls. It provides design advice, considers the role of garages and required space sizes. It provides advice on disabled parking and parking for motorcycles.

2.10 Manual for Streets 2 supplements Manual for Streets. It considers a wider range of street types and focusses particularly on existing streets and how these can be made to work more effectively. Its Chapter 11 considers the issue of on-street parking and servicing as a component of this.

Local Transport Note 1/20 Cycle Infrastructure Design (Department for Transport)

2.11 This Local Transport Note provides official guidance from DfT for local authorities on cycling infrastructure. There are 5 Core Design Principles which are set out as essential requirements to deliver high quality infrastructure and achieve more people travelling by cycle and foot. These principles state that walking and cycling networks and routes should be Coherent, Direct, Safe, Comfortable and Attractive; and the guidance

indicates that inclusive and accessible design should run through all proposals.

2.12 Specific reference should be given to Chapter 14 of LTN1/20, integrating cycling with highway improvements and new developments. Appropriate cycle facilities should be provided within all new and improved highways in accordance with the guidance contained therein, regardless of whether the scheme is on a designated cycle route, unless there are clearly defined and suitable alternatives.

Greater Manchester Transport Strategy 2040

2.13 The Greater Manchester Transport Strategy 2040 (GM2040) aims to make sure that people who live, work, visit and do business in Greater Manchester benefit from world-class connections that support long-term, sustainable economic growth and access to opportunity for all.

2.14 The GM2040 ambition is for half of all journeys in Greater Manchester to be made by public transport or active travel by 2040. This is referred to as the 'Right Mix'. This will mean one million more sustainable journeys every day in Greater Manchester by 2040.

2.15 GM2040 is supported by a Five-Year Transport Delivery Plan, several transport sub-strategies at various stages of development, such as the Greater Manchester Bus Strategy and a Streets for All Strategy (and accompanying Streets for All Design Guide) and a Local Implementation Plan for each of the ten Greater Manchester local authorities.

GM2040: Bury Local Implementation Plan

2.16 Bury's Local Implementation Plan was approved by Council members in November 2020 and appended to the refreshed GM2040 Delivery Plan. Local Implementation Plans focussed on township and neighbourhood priorities and particularly on active travel.

GM2040: Greater Manchester Street for All Design Strategy

2.17 Greater Manchester has adopted a new Streets for All approach which will help to support the ambition for half of all journeys to be made by public transport or by walking, wheeling and cycling. The Streets for All approach will apply to everything we do on our streets. Streets for All places a strong emphasis on reducing traffic and road danger and on improving the environment for pedestrians, cyclists and public transport users.

2.18 The Streets for All vision is 'to ensure that our streets are welcoming, green, and safe spaces for all people, enabling more travel by walking, cycling and using public transport while creating thriving places that support local communities and businesses.

GM2040: The Bee Network

2.19 The Bee Network is Greater Manchester's bold vision to deliver a joined-up London-style transport system, transforming how people travel in and around Greater Manchester and enabling them to travel seamlessly across the city-region on buses, trams and trains, as well as by walking, wheeling or cycling.

2.20 The Bee Network includes ambitious plans for Greater Manchester to have the largest cycling and walking network in the country, the Bee Active Network, connecting every area and community in Greater Manchester, including in Bury, with more than 1,800 miles of routes and 2,400 new crossings.

2.21 This ambition is set out in Greater Manchester's adopted Local Cycling and Walking Implementation Plan Change a Region to Change a Nation and is supported by the GM Active Travel Commissioner's Active Travel Mission.

Places for Everyone

2.22 Places for Everyone (PfE) is a joint plan of nine Greater Manchester districts and was adopted on 21st March 2024.

2.23 One of the key aims of PfE is to set out where we will build the new homes we need, where our businesses will locate to sustain and create jobs for our people, what infrastructure is needed to support the development and to protect and enhance our towns, cities and landscapes. to the Plan covers a timeframe up to 2039. Greater Manchester and Bury will see considerable population and housing growth over the plan period that will, in turn, lead to increased pressures on infrastructure, such as education.

2.24 This SPD supplements PfE Policy JP-C8: Transport Requirements of New Development which requires new development to be located and designed to enable and encourage walking, cycling and public transport use, to reduce the negative effects of car dependency, and help deliver high quality, attractive, liveable and sustainable environments.

2.25 In relation to parking infrastructure, Policy JP-C8 requires to new development to:

- 1) Make adequate car parking provision, including for disabled drivers and passengers.

- 2) Ensure that car parking provision is well integrated and unobtrusive, so it supports the street scene; and where appropriate parking provision is flexible and can be adapted over time to reflect demand.
- 3) Incorporate enough secure and covered cycle parking to meet long-term demand from occupiers and visitors in a convenient location that helps to maximise its use, and for workplaces, where appropriate providing:
 - i. Showers, changing facilities and lockers for cyclists and walkers
 - ii. Pool or hire bikes for use by occupiers
 - iii. Information in advance about facilities to visitors
- 4) Promote alternatives to car ownership, such as the use of ULEV car clubs rather than the provision of private car parking spaces.
- 5) Promote the increased provision of ULEV charging infrastructure including meeting any standards set by local plans.
- 6) Provide for overnight parking and rest areas, with appropriate facilities, for heavy goods vehicle drivers, where the development is likely to generate demand, and it is appropriate to the location.

Bury Local Transport Strategy 2040

2.26 The Bury Local Transport Strategy was approved by the Council's Cabinet on 5th October 2023. The strategy is a non-statutory document that sets out a plan for transport investment in Bury for the next twenty years and beyond, covering all modes of travel in the borough.

2.27 Through the Local Transport Strategy, Bury want to make it easier for people to get around by public transport, on foot and by bike, while also managing congestion and making journey times more reliable for everyone, including drivers. Investment in transport will help grow the economy, reduce deprivation and improve the health of and well-being of residents.

Bury Council Climate Action Strategy

2.28 The transport network is one of the biggest contributors to carbon emissions and this means measures must be taken locally and nationally to reduce vehicle carbon emissions or enable travel by zero emission modes.

2.29 Like all the Greater Manchester local authorities, Bury Council has declared a climate emergency and set a target to be carbon neutral by 2038. Adopted in 2021, the Council has devised a strategy for achieving carbon neutrality by 2038. The Strategy has nine key action areas, one of which is transport.

2.30 Car ownership levels vary across the Borough and one of the Climate Action Strategy priorities is to work towards having fossil-fuel-free travel by 2038. This will be achieved by promoting active travel and public transport and transition the necessary vehicles to zero emission alternatives.

Bury's 'Let's Do It!' Strategy

2.31 Bury's Let's Do It Strategy is a ten-year vision and strategy for the Borough. It seeks to build upon a shared sense of local pride and act as a call to arms for progressing the local vision of achieving 'faster economic growth than the national average, with lower than national average levels of deprivation'.

2.32 It is a single strategy for the council, police, health, other public services, the voluntary, community and faith sector and business communities and some of its key aims are to:

- Develop every township in the borough to be better and stronger than before the Covid-19 pandemic.
- Tackle the causes of inequality and ensure that our children have a better start in life, with access to improved education and broader horizons.
- Help every adult to have the opportunity to be their very best through access to high quality, local work and to help our older residents stay connected and independent.
- Support local businesses as they seek to recover and thrive; and
- Deliver net zero emissions and a cleaner environment for all.

3 Overall Approach to Parking Requirements

- 3.1 This chapter of the SPD defines the Council's approach and expectations for vehicle and cycle parking at new developments, supporting the Bury Local Plan to help deliver sustainable development and economic growth by recognising that parking needs and demands vary by location. It is noted from the outset that the effects of parking are often negative, both perceived and observed, and so setting standards provides the Council with the ability to have more flexible control over how parking and its effects are managed.
- 3.2 Careful and appropriate management of parking is a key element of the Bury Local Transport Plan. An oversupply of parking can stimulate demand for car travel. This generates traffic on the network that increases congestion and delay, contributes to poor air quality and makes walking and cycling less safe and convenient. It also commandeers land which could be used for better purposes.
- 3.3 However, in certain circumstances, where parking supply is too low, this can act to inhibit economic activity, growth and social functions, particularly in locations with limited access to public transport. Lack of parking can exacerbate localised network inefficiency and lead to inconsiderate parking causing obstruction and hazards for cyclists and pedestrians. Many residential areas are reliant upon the availability of on-street parking to provide for household parking needs.
- 3.4 In line with paragraph 115 of the NPPF, it is acknowledged there is a need to reflect local circumstances, context and requirements of individual developments when assessing applications. However, where an applicant chooses to provide more or less parking than the standard, this would need to be subject to a rigorous assessment. It should be clear that flexibility under certain circumstances is not a licence for providing significantly more or significantly less parking provision than indicated within this document. It does however allow a degree of flexibility for locations where a departure from the standard may be warranted but may otherwise be prevented by the application of a geographical standard in an arbitrary manner.
- 3.5 In cases where a proposal departs from the parking standards, either the Design and Access Statement, or the Transport Statement/Assessment shall be expected to include the following items:
 - Surveys of parking capacity and occupancy levels on surrounding streets and parking areas; and

- Consideration of likely trip generation and parking accumulations for the proposed development evidenced as appropriate; and
- Details of how the parking will be managed and how that will mitigate any under or over-provision.

3.6 The above is by no means intended as an exhaustive list and in cases where an applicant is considering a departure from the standards, the Council would encourage them to discuss this with its Development Management officers in the first instance.

3.7 All types of development proposals will be required to provide appropriate levels of parking in line with the standards set out within Chapter Four of this SPD. The provision of adequate parking facilities will also be required to meet appropriate design standards as set out in Chapter Six of this guidance. The provision of adequate parking facilities and their design should be appropriate to the scale, nature, location and users of a proposal.

Zonal Approach

3.8 A zonal approach to parking standards has been incorporated into the standards. Zoning is an accepted and understood practice and the use of zoning of parking standards based on location, is used by most major cities in the UK.

3.9 Accessibility and public transport are intertwined. The availability of public transport is a major component of whether a locality is accessible, and the transport networks that serve a locality are likely to determine at least in part the pattern of public transport provision.

3.10 In terms of access to a broad range of services, the most accessible locations are those which are close enough to the town centres, with a wide range of services, to be casually walkable. Bury Town Centre as the Borough's sub-regional centre is the most accessible location and has the highest level of access to facilities.

3.11 The other town centres of Ramsbottom, Radcliffe and Prestwich also have access to a large range of facilities whilst the District Centres at Tottington, Whitefield and Sedgley Park provide a more limited but still significant range of services.

3.12 The Borough also contains several village settlements that, because of their location outside the main urban area, are relatively isolated and self-contained settlements set within wider areas of open land and 'washed over' by Green Belt. These areas are considered to have low levels of accessibility.

3.13 Locations that are sufficiently accessible to lead to lower demand for parking will need to be conveniently located in relation to public transport stops (bus and Metrolink), whether for access to workplaces and services beyond the immediate area (in the case of residential development) or for customers and staff to reach them (in the case of commercial uses).

3.14 Parking provision to a lower standard may therefore be appropriate on the most sustainable sites in accessible locations if circumstances permit and incentives, such as car clubs, are provided as part of a development. Developers will be expected to provide evidence to demonstrate the approach taken.

3.15 The Council has identified four zones as follows:

- Zone 1: Bury town centre.

3.16 Zone 2: The other Town Centres of Ramsbottom, Radcliffe and Prestwich.

- Zone 3: The District Centres of Tottington, Whitefield and Sedgely Park.
- Zone 4: The rest of the Borough.

3.17 Zone 1 has the highest level of access to facilities and consequently the lowest parking requirements. Zones 3 and 4 have higher parking requirements.

3.18 Plans of the zones are provided within Appendix One.

3.19 The application of zonal standards is the starting point in setting a parking level for a site, and individual site context and accessibility will need to be evaluated to account for variations within zones. In some situations, conditions will influence the level of local accessibility which justifies a variation from the parking standards (an increase or decrease).

3.20 When determining parking standards, developers must refer to the zone map to determine the zone applicable to the site and apply the relevant parking standards as provided in this SPD. Where development sites traverse more than one parking zone, the Council will expect the parking standards to be derived based on the zone with the lowest parking standard requirement (i.e. Zone 1 is lowest, Zone 4 is highest).

Mitigation Measures

3.21 Development proposals may include measures that result in a reduced need for parking on the site, or for any adverse effects of parking on sites to be reduced or eliminated. In assessing any development proposal, the

measures put forward as mitigation will need to be over and above the standard requirements of policy for the prioritisation of sustainable transport modes and active travel. For instance, cycle racks or sheds should not be considered as mitigation, but as a basic requirement on all sites. The Council will seek mitigation measures that promote choice of travel modes in line with national and local policy.

3.22 Mitigation measures may allow for a reduction (or in some cases elimination) of parking needed on site, and/or operational parking and access space. This may be essential in allowing the site to accommodate the amount or type of development proposed.

3.23 Contributions towards the provision of high-quality public transport will be expected to complement any agreed reduction in parking provision. Contributions to improve walking and cycling will be sought at all locations. Where a reduction in parking below the standard is likely to transfer parking to other locations, development would be considered unacceptable unless it can be demonstrated that those other locations have a clear surplus of parking space.

Car-free Developments

3.24 Whilst encouraging residents to use modes of travel other than private cars is a priority, alternative transport provision needs to be in place to enable that change to happen. This includes public transport (especially for journeys commuting to and from work) and walking and cycling routes for shorter journeys. It isn't feasible to remove parking spaces and expect residents to give up their cars without there being alternative modes of travel available. Doing so is likely to result in high levels of on-street parking which is detrimental to encouraging walking and cycling.

3.25 There is a growing consumer demand for more sustainable development, and there are certain situations where car free development may be permitted, for example:

- Conversion of an existing building for residential use where parking standards cannot be met.
- Subdivision of an existing residential property into multiple properties where parking standards cannot be met.

3.26 Car-free development is unlikely to be suitable for accommodation aimed at certain groups of people, such as disabled people and the elderly as they may be restricted in the distance that they are able to walk. These groups often rely on a car to maintain their independence, or if not able to drive use

other services such as taxis, dial-a-ride services or family and friends that will need to be able to collect the resident from close to their property.

- 3.27 Residents of a car free development will not be eligible for a parking permit should a residents parking zone exist in the area or close by.
- 3.28 Each car-free development proposed will be assessed on its own merits. Developers considering promoting a car free development should contact the Development Management Team at the earliest opportunity to discuss their proposal.

4 Vehicle Parking Standards

4.1 The tables below show the Council's car parking standards for each of the main land uses. These should be applied with the guidance outlined in the previous section and the design guidance provided in Chapter six.

Parking for Electric Vehicles

4.2 A key method to achieve the decarbonisation of transport as part of the Bury Climate Action Strategy is to encourage residents to make the transition to electric vehicles.

4.3 Bury Council has adopted the Greater Manchester Electric Vehicle Charging Infrastructure Strategy (GMEVCI) and committed to the vision that by 2030 GM's businesses, residents and visitors to the region, who have no choice but to travel by car will be able to use electric vehicles with the confidence that they will be able to conveniently recharge them via public or private charging points. Accordingly, this will help to improve air quality and reduce tailpipe carbon emissions across the borough.

4.4 Table 1 below sets out parking standards for electric vehicles.

Table 1: Electric Vehicle Parking Standards

Type of Development	Parking Standard
Residential Dwellings	1 active EV charge point per dwelling.
Residential apartment buildings with more than 10 associated parking spaces.	1 active EV charge point per dwelling, plus passive charging provision for all remaining parking spaces.
Non-residential buildings, residential institutions, secure residential institutions and hotels with more than 10 parking spaces.	10% of spaces to have access to an electric vehicle charge point (Active Provision), with at least 1 active charge point, and a further 10% to have passive provision.

4.5 Active provision for electric vehicles includes a socket or equivalent connected to the electrical supply system that vehicle owners can use to recharge their vehicles.

4.6 Passive provision for electric vehicles includes the network cable routes and power supply necessary so that a future date a socket or equivalent can be added easily to allow vehicle owners to recharge their vehicles.

4.7 To ensure that all new developments are equipped with the infrastructure required by the growing number of electric vehicles and the Council's aspirations for future electric vehicle ownership, all developments will be expected to provide charging points at a percentage of the full standard.

Numbers more than this and/or passive provision, such as ducting and underground servicing which allows additional charging points to be easily installed in future, would be welcomed.

4.8 Electric vehicle parking will typically be counted as part of the standards and not in addition to. Where appropriate, details of how electric vehicle parking will be allocated and managed should be included within Transport Assessments or Travel Plans.

Parking for People with Disabilities

4.9 Many disabled people rely on the private car as their principal mode of transport. The ease of their journey is largely dependent on whether it is possible to park close to their destination. It is therefore vital that well located, well designed disabled parking bays are provided at key locations e.g. home, work, shops and other public sites to improve accessibility for those who are mobility impaired.

4.10 The level of disabled parking to be provide at each development is typically calculated as a percentage of the total vehicle parking standards with a minimum of one space across all developments and across all zones.

4.11 There will be some land use development sites where a bespoke approach will be needed to meet specific needs, based on different user groups. In such instances, the provided standards should be considered a guide towards determining site-specific requirements and it is expected that the mobility needs will be considered and supported by the proposed development.

4.12 For residential developments disabled parking spaces allocated solely for the use of a disabled person won't usually be required. This is because it is impossible to know which properties may have a disabled resident. The parking bay layouts and dimensions particularly for driveway parking have considered the needs of disabled people, with additional space specified for each side of a parking bay to enable a disabled person to access a parked vehicle. This is to ensure that new residential properties are suitable for a disabled person to occupy whilst also ensuring compliance with the Equality Act 2010².

4.13 In appropriate developments and locations, it may also be appropriate to consider the need for provision of secure and covered parking for mobility scooters. In residential developments, there will be a need to ensure that there is at least the potential for the storage of mobility scooters in a secure building, or within a secure part of the curtilage under cover, such as a car

² <https://www.legislation.gov.uk/ukpga/2010/15/section/20>

port. Level access will be required to a private area of the property for this to be achievable.

- 4.14 Alternatively, if a mobility scooter is to be stored within the dwelling, the current building regulations require all dwellings to be “visitable dwellings”. These measures are designed for a wheelchair user but would be sufficient for a small mobility scooter which would be able to turn within the dwelling. Therefore, on smaller dwellings it will be necessary (as with cycle parking) to ensure there is step-free external access to the private areas of the property, whilst with larger dwellings step-free access into the dwelling as provided by building regulations will be sufficient.
- 4.15 With commercial developments, for visitor’s sufficient space to park a mobility scooter on the forecourt close to the entrance in a location highly publicly visible (similar to any cycle parking) will suffice in most circumstances. This does not need to be marked; there simply needs to be sufficient space.

Parking for Powered Two Wheelers

- 4.16 Motorcycle parking has many similar requirements to cycle parking. It must be near, clear, secure and safe to use. It must be located in well-lit areas which are close to destinations and visible and/or have CCTV coverage so as to deter theft.
- 4.17 The level of motorcycle/powered two-wheel parking to be provided at each development is calculated either as a percentage of the total vehicle parking standards or as a bespoke space/Gross Floor Area (GFA) provision.
- 4.18 There is no requirement to provide dedicated parking for powered two-wheelers at residential developments. A sufficient proportion of developments include garages, which can provide for a motorcycle; otherwise, access to the private area of the curtilage will allow for a small bespoke building to be added in many cases. Providing that private outside space is accessible other than through the dwelling (i.e. it is not walled in) (as also necessary for cycles and mobility scooters), this will ensure that residents of new houses will be able to keep motorcycles.
- 4.19 In the case of new-built flats, motorcycles would normally be kept in the allocated car parking spaces. Ideally, for a motorcycle this would include a post or railing, against which to lock the motorcycle. In most cases, the subsequent installation of a post or wall-mounted rail would be possible to provide for a motorcycle on an individual space. Therefore, no specific provision is required of developers at the outset.
- 4.20 For commercial uses, where there are significant numbers of employees or visitors overall, it may be advantageous to developers for motorcycle spaces to be grouped together, as this will achieve a significant space saving.

4.21 Table 2 below sets out parking standards for powered two wheeled vehicles.

Table 2: Powered Two Wheeled Parking Standards

All types of non-residential development	Parking Standard
GFA of 1000sqm or more	A minimum of 2 spaces with anchorage points, 1 space per 70 total car spaces.
Minor Developments GFA below 1000sqm	Case by case basis.

4.22 Where spaces specifically allocated for motorcycles are provided, spaces should be provided with anchorage points or a rail, ideally 60 cm from the ground, to which the motorcycles can be secured. Such spaces should be in a well-lit area with constant natural surveillance easily visible from the entrance to the premises.

4.23 Where long-stay motorcycle parking (over 4 hours) is to be provided, it should be in a secure covered structure that may be shared with cycles.

Parking for Goods Vehicles

4.24 Certain uses will be frequently serviced by larger vehicles including Heavy Goods Vehicles (HGVs). Where this is the case, parking / loading / standing areas should be provided. Given the range of development this could include, each application will be assessed on its own merits. Guideline figures are however provided within the following tables for Business, Industrial and Storage and Distribution uses.

4.25 Where appropriate, it will be necessary to demonstrate through Transport Statements / Transport Assessments or separate Construction Management Plans how goods vehicles will be managed as part of the proposed development, where these vehicles enter a site, they will be expected to enter and leave in forward gear.

4.26 For developments falling within the E and Sui Generis use classes, provision of parking for goods vehicles will be considered at the design stage and each case will be considered on its merits.

Drop Off and Loading Areas

4.27 Parking for coaches to set passengers down and pick them up will be considered appropriate and necessary for certain uses and developments, most notably those which are leisure related. However, this requirement will be reasonably unique to each site and therefore will be considered on a case-by-case basis.

Shared Mobility and associated services

4.28 Shared mobility is increasingly important when considering transport policy and it is considered to comprise transportation services and resources that are shared among users. This includes elements of public transport, e-bike or scooter hire, vehicle-based modes (carsharing or car club, especially electric car clubs), and commuter-based modes or ridesharing.

4.29 For town centre locations, parking for electric bicycles, e-scooters and car club spaces must be considered where necessary, and at suitable locations which complement the public realm (as decided at the discretion of the Council's Highways Department). Proposals such as these should be accompanied by sufficient evidence to demonstrate that a lower provision of car parking will not result in significant Highway issues or alternatively affect pedestrian needs in any way whatsoever (with e-scooter requiring designated parking by law dependent upon future legislation).

4.30 Whilst single occupancy private car trips may be justifiable for some trips there are a wide range of potential modal options and services that could be introduced within new developments to help provide suitable alternatives to private car use.

4.31 Mobility Hubs bring together shared transport with public transport and active travel in spaces designed to improve the public realm for all. There is further scope to include other services and can be delivered at different scales. They aim to deliver integrated, quality services that consider the needs of those who live nearby as well as those who travel through them. Mobility Hubs would be welcomed by the Council for residential, leisure and employment related developments.

4.32 Car club schemes can reduce demand for car parking in residential development by reducing car ownership. They can also provide opportunities to employers in terms of business travel, particularly in comparison with pool or lease cars, amongst other benefits.

4.33 Some car clubs charge a membership fee (often paid monthly or annually) which allows an individual access to car club vehicles. Every time a car is used a fee is charged which is based on the type of vehicle borrowed, the length of time the vehicle is borrowed for, and the mileage incurred. Usual costs associated with owning a car (such as road tax, insurance, fuel, MOT, servicing, and breakdown cover) are usually covered by the membership fee.

4.34 There are two main models of car club – ‘back-to-base’ (where a vehicle is taken and returned to the same location) and one-way models. Once a signed-up member, a vehicle can be booked in advance online (sometimes via an app.). Depending on the system in place a vehicle is often unlocked using a smart card or smart phone.

4.35 Parking spaces for Car Club vehicles will be considered on a site-by-site basis depending upon location. It is recommended that all developments consider the viability of car clubs and car share opportunities for staff and business use. In Bury Town Centre residential and corporate car club provision can be complementary, with businesses utilising the service for fleet purposes during weekdays and residential usage at evenings and weekends.

Houses in Multiple Occupation (HMOs) and shared housing

4.36 In Zones 2, 3 and 4 provision of 0.5 parking spaces per bedroom is recommended for HMOs and shared housing. The level of provision acknowledges that HMOs and shared housing tend to attract occupiers with lower-than-average levels of car ownership compared to the general population.

4.37 The provision of off-street parking through the replacement of traditional front gardens with open hard standing and the removal of front and side boundary walls will be resisted. Removal of these elements can negatively impact the character of the street and in some cases exacerbate localised flooding.

4.38 Commuted sums for parking control or other measures to mitigate the effect of parking demand generated (such as contributions towards a shared mobility provision) will be considered for developments that do not satisfy the requirements.

4.39 New HMO and shared housing developments in Zone 1 should only provide parking for disabled residents and visitor/drop-off. New HMO and shared housing developments in Zone 1 will be excluded from residents parking schemes and residents or tenants will not be eligible for on-street parking permits to safeguard parking availability for existing residents and encourage a low car approach to such developments.

Mixed Use Developments

4.40 Where development includes both residential and other uses, consideration should be given to how parking spaces can be shared between uses particularly where non-residential use is more likely to attract the need for parking during the day. A parking management plan may be required to demonstrate how these shared spaces will be managed.

How to Use the Tables

4.41 When applying the standards contained within this SPD, please note:

- All parking levels relate to gross external floor area.

- Levels of parking per member of staff (full time equivalent) should be calculated using the average of those employed on site at any one time.
- Where it is calculated that part of a space is required, this should be rounded up to the next whole number.
- Figures in the tables should be viewed as the expected standard, however, as noted above each development will be considered on an individual basis taking into account local circumstances and evidence.
- Unallocated parking spaces encompass both communal and visitor parking.
- Unallocated parking should only be utilised in developments of 20 units of more, in order for variances in ownership etc to work.

Table 3: Parking Standards for Residential Developments

Development	Description	Number of car parking spaces in Zone 1	Number of car parking spaces in Zone 2	Number of car parking spaces in Zone 3	Number of car parking spaces in Zone 4	Disabled Parking
Residential Institutions (C2)	Convalescent, Residential care and Nursing Homes	Staff: 1 space per 2 staff. 0 space for residents or 1 visitor space per 10 beds in specific circumstances. (circumstances to be agreed with the Development Management Team).	Staff: 1 space per 2 staff Visitors: 1 space per 5 bedrooms.	Staff: 1 space per 2 staff Visitors: 1 space per 4 bedrooms.	Staff: 1 space per 2 staff Visitors: 1 space per 4 bedrooms.	6% of capacity or 3 spaces whichever is greater.
	Residential School/college or training centre	Staff: 1 space per 2 members of staff. Visitors: 1 space per 5 bedrooms.	Staff: 1 space per 2 members of staff. Visitors: 1 space per 5 bedrooms	Staff: 1 space per 2 members of staff. Visitors: 1 space per 4 bedrooms	Staff: 1 space per 2 members of staff. Visitors: 1 space per 4 bedrooms	Over 200 bays: 4% of total car parking capacity or 12 spaces whichever is greater.
	Student Accommodation	Disabled parking only.	Disabled parking only.	1 space per 3 bedrooms	1 space per 3 bedrooms	
	Hospitals	Staff: 1 space per 4 staff. Visitor: 1 space per 3 visitors.	Staff: 1 space per 4 staff. Visitor: 1 space per 3 visitors.	Staff: 1 space per 2 staff. Visitor: 1 space per 4 visitors.	Staff: 1 space per 2 staff. Visitor: 1 space per 4 visitors.	
General Residential (C3)	Dwelling flats and apartments	Disabled parking only or 1 space per 10 dwellings where clear need can be demonstrated.	1 space per dwelling & 0.25 per dwelling allowance for visitor spaces.	1.5 spaces per dwelling.	1.5 spaces per dwelling.	1 space per wheelchair accessible unit.
	Dwelling Houses	Disabled parking only or 1 space per 10 residential units where clear need can be demonstrated.	1 space per one bed dwelling. 1.25 spaces per	1 space per 1 bed dwelling. 2 spaces per two & three bed dwellings.	1 space per 1 bed dwelling. 2 spaces per two & three bed dwellings.	Wherever parking is non-curtailage: 1 space or 5% of total units, whichever is greater.

			two bed dwelling. 1.5 space per three bed dwelling and greater.	3 spaces per four-bed dwelling and greater.	3 spaces per four-bed dwelling and greater.	
	Retirement living or sheltered housing	1 space per 8 bedrooms. Visitor parking: 1 space per 6 bedrooms and one for every resident warden if required.	1 space per 8 bedrooms. Visitor parking: 1 space per 6 bedrooms and one for every resident warden if required.	1 space per 4 bedrooms. Visitor parking: 1 space per 4 bedrooms and one for every resident warden if required.	1 space per 4 bedrooms. Visitor parking: 1 space per 4 bedrooms and one for every resident warden if required.	6% of capacity or 3 spaces whichever is greater. Further considerations to be negotiated on case-by-case basis.
Houses in Multiple Occupancy (HMO) (C4) and Sui Generis HMOs	Houses in Multiple Occupation	Disabled parking only.	0.5 unallocated spaces per bedroom generally sought. Alternative provision levels considered on case-by-case basis.	0.5 unallocated spaces per bedroom generally sought. Alternative provision levels considered on case-by-case basis.	0.5 unallocated spaces per bedroom generally sought. Alternative provision levels considered on case-by-case basis.	6% of capacity or 3 spaces whichever is greater.

Table 4: Parking Standards for Non-Residential Developments

Development	Description	Number of car parking spaces in Zone 1	Number of car parking spaces in Zone 2	Number of car parking spaces in Zone 3	Number of car parking spaces in Zone 4	Disabled Parking
General Industry (B2) *	Carrying on of an industrial process other than one falling within the uses described in Class E	Disabled parking only.	1 space per 120sqm.	1 space per 60sqm.	1 space per 60sqm.	6% of capacity or 3 spaces whichever is greater.
Storage or Distribution (B8)	Storage/Distribution Centre	1 space per 500sqm.	1 space per 250sqm.	1 space per 100sqm.	1 space per 100sqm.	Over 200 bays: 4% of total car parking capacity or 12 spaces whichever is greater.

*Specific and/or niche development types such as chemical and hazardous waste facilities will require additional bespoke considerations to be agreed with the Development Management team.

Development	Description	Number of car parking spaces in Zone 1	Number of car parking spaces in Zone 2	Number of car parking spaces in Zone 3	Number of car parking spaces in Zone 4	Disabled Parking
Hotels (C1)	Hotels	Disabled parking only	Under 50 bed spaces: 1 space per 4 beds.	Under 50 bed spaces: 1 space per 2 beds.	Under 50 bed spaces: 1 space per 2 beds.	6% of capacity or 3 spaces whichever is greater. Over 200 bays: 4% of total car parking capacity or 12 spaces whichever is greater.

Development	Description	Number of car parking spaces in Zone 1	Number of car parking spaces in Zone 2	Number of car parking spaces in Zone 3	Number of car parking spaces in Zone 4	Disabled Parking
Commercial, business and Service (E)	Display or retail sale of goods, other than hot food	0 spaces up to a maximum 1 space per 100sqm	1 space per 50sqm.	1 space per 25sqm.	1 space per 20sqm.	6% of capacity or 3 spaces whichever is greater. Over 200 bays: 4% of total car parking capacity or 12 spaces whichever is greater.
	Shops (a) -Food Retail	0 spaces up to a maximum 1 space per 100sqm.	1 space per 50sqm.	1 space per 25sqm.	1 space per 20sqm.	
	Cafes and Restaurants (b)	0 spaces up to a maximum 1 space per 100sqm public floor area.	1 space per 50sqm public floor area.	1 space per 15sqm public floor area.	1 space per 5sqm public floor area.	
	Financial/professional services (c) (i) (ii) (iii)	1 space per 100sqm.	1 space per 50sqm.	1 space per 35sqm.	1 space per 35sqm.	
	Indoor Sport and Fitness (d)	Disabled parking only.	1 space per 25sqm.	1 space per 23sqm.	1 space per 20sqm.	
	Medical and Health Services (e)	1 space per 2 staff	1 space per 2 staff	1 space per 2 staff	1 space per 2 staff	

		and 3 spaces per consulting room.	and 3 spaces per consulting room.	and 4 spaces per consulting room.	and 4 spaces per consulting room	
	Nursery, Creche and Day Centres (f)	1 space per 2 staff.	1 space per 1.5 staff.	1 space per 1 staff.	1 space per 1 staff.	
	Offices (g) (i)	1 space per 100sqm.	1 space per 70sqm.	1 space per 50sqm.	1 space per 40sqm	
	Research & Development, (g) (ii)	1 space per 35sqm.	1 space per 35sqm.	1 space per 25sqm.	1 space per 25sqm.	
	Light Industrial (g) (iii)	1 space per 500sqm	1 space per 250sqm.	1 space per 100sqm.	1 space per 50sqm.	

Development	Description	Number of car parking spaces in Zone 1	Number of car parking spaces in Zone 2	Number of car parking spaces in Zone 3	Number of car parking spaces in Zone 4	Disabled Parking
Learning and non-residential Institutions (F1)	Primary and Secondary Schools (a)	Staff: 1 space per 4 staff. Visitors: 10% of staff parking.	Staff: 1 space per 2 staff. Visitors: 10% of staff parking.	Staff: 2 spaces per 3 staff. Visitors: 10% of staff parking.	Staff: 2 spaces per 3 staff. Visitors: 10% of staff parking.	6% of capacity or 3 spaces whichever is greater.
	Higher/Further Education (a)	Staff: 1 space per 4 staff.	Staff: 1 space per 2 staff plus 1 per 15 students.	Staff: space per 2 staff plus 1 per 15 students.	Staff: space per 2 staff plus 1 per 15 students.	Over 200 bays: 4% of total car parking capacity or 12 spaces whichever is greater.
	Special Education Needs (SEN) Schools	Staff: 1 space per 4 staff. Visitors: 10% of staff parking.	Staff: 1 space per 2 staff. Visitors: 10% of staff parking.	Staff: 2 spaces per 3 staff. Visitors: 10% of staff parking.	Staff: 2 spaces per 3 staff. Visitors: 10% of staff parking.	1 space is required for each disabled member of staff plus 2 spaces or 5% of total on-site capacity, whichever is greater.
	Art Gallery, Museums, Exhibition Halls (bye)	0 spaces or 1 space per 100sqm (to be agreed with the Development Management team).	1 spacer per 50sqm.	1 space per 30sqm.	1 space per 30sqm.	6% of capacity or 3 spaces whichever is greater.
						Over 200 bays: 4% of

	Library (d)	0 spaces or 1 space per 100sqm (to be agreed with the Development Management team).	1 spacer per 50sqm.	1 space per 30sqm.	1 space per 30sqm.	total car parking capacity or 12 spaces whichever is greater.
	Public Worship (f)	Disabled parking only.	1 space per 20sqm.	1 space per 10 sqm.	1 space per 10 sqm.	
	Law Courts (g)	Parking provision for proposals for law courts will be assessed on a case-by-case basis.				
Local Community (F2)	Halls or Meetings Places (b)	Disabled parking only.	1 space per 20 seats.	1 space per 10 seats.	1 space per 10 seats.	6% of capacity or 3 spaces whichever is greater.
	Outdoor Sport/Recreation (c)	Disabled parking only.	1 spacer per 5 people expected to use the facility at any one time (typical peak occupancy).	1 spacer per 2 people expected to use the facility at any one time (typical peak occupancy).	1 spacer per 2 people expected to use the facility at any one time (typical peak occupancy).	Over 200 bays: 4% of total car parking capacity or 12 spaces whichever is greater.
	Swimming Pools/Ice Skating Rinks (d)	Disabled parking only.	1 space per 30sqm.	1 space per 25sqm.	1 space per 25sqm.	

Development	Description	Number of car parking spaces in Zone 1	Number of car parking spaces in Zone 2	Number of car parking spaces in Zone 3	Number of car parking spaces in Zone 4	Disabled Parking
Sui Generis (no class specified)	Cinemas, theatres, bingo halls and casinos, conference centres and concert halls	Disabled parking only.	1 space per 10 seats.	1 space per 5 seats.	1 space per 5 seats.	6% of capacity or 3 spaces whichever is greater.
	Public Houses, Wine Bars, Other Drinking Establishments	Disabled parking only.	1 space per 20sqm of public floor space.	1 space per 10 sqm of public floor space.	1 space per 10 sqm of public floor space.	Over 200 bays: 4% of total car parking capacity or 12 spaces whichever is greater.
	Car Related Uses.	Parking provision for proposals for car related uses will be assessed on a case-by-case basis.				
	Petrol Filling Stations	Parking provision for proposals for Petrol Filling Stations will be assessed on a case-by-case basis.				
	Hot Food Takeaways, (including drive	Disabled parking only.	1 space per 35sqm	1 space per 20sqm	1 space per 20sqm	

	Throughs)		of public floorspace.	of public floorspace.	of public floorspace.	
Stadia	Parking provision for proposals for Stadia will be assessed on a case-by-case basis.					

5 Cycle Parking Standards

- 5.1 The provision of good quality cycle storage is an important means of encouraging more people to cycle and therefore reduce pressure on the highway both in terms of congestions and car parking demand.
- 5.2 To facilitate an increase in journeys that are cycled, it is important that conveniently located secure cycle parking is provided at every new residential development for both residents and visitors. All cycle parking should be accessible and easy to use, with no inconvenient detours, steep slopes, or narrow access ways. The facilities provided should be easy to use by all members of the community at all life stages, without the need to lift or drag the cycle.
- 5.3 Electric bikes or E-bikes are becoming increasingly popular. Although e-bikes are approximately the same dimensions as a standard cycle they tend to be heavier due to the battery. This makes it even more important to consider how an e-bike may need to be manoeuvred.

Cycle Storage for Residential Dwellings

- 5.4 Residents cycle parking is aimed at residents own cycles, where a cycle will normally be parked longer term including overnight. Residents cycle parking should be conveniently located, so that cycling is the first choice for short trips.
- 5.5 For residential dwellings, cycle storage will be required, rather than cycle parking. This is to be within a structure with a roof and a lockable door. For houses, cycle storage may be provided in garages and other outbuildings at the front of the property. Storage in outbuildings to the rear of the property is acceptable subject to access to these buildings being achieved without the need to pass through the dwelling.
- 5.6 The design of residential properties can often cause a barrier to cycle use. This is particularly likely where extensions are added to existing dwellings which seal the rear curtilage of the dwelling and prevent access to it other than through the front door. This can occur through side extensions or garage conversions into habitable accommodation. Many such cases occur under permitted development rights. However, where side extensions or garage conversions require planning permission, they will only be permitted where access to either a garage or to the rear of the property externally is maintained.
- 5.7 The Council will ensure that the availability of cycle storage is available to occupants for the lifetime of a development. Therefore, where there is the possibility that a new dwelling could be extended to the side at a later date, in a way that would obstruct any access to the rear for cycle storage (without

providing it through a garage), or would result in the conversion of a garage that provides for cycle storage, the Council will consider imposing planning conditions withdrawing permitted development rights accordingly where required.

- 5.8 For apartments, secure, communal cycle shelters are to be provided. Buildings used for waste bins or plant are not acceptable for cycle storage. Sheffield stands are the preferred type of cycle parking for apartments and one Sheffield stand counts as two spaces if it can be used from both sides.
- 5.9 Cycle parking for apartments should have a level of natural surveillance - located outside of a window, and where there is likely to be pedestrian traffic walking past or entering and exiting the building. The proposed location should be well lit and not hidden by landscaping or planting.
- 5.10 Visitor cycle parking is aimed at short-term visits, where a cycle will normally be parked for up to 2 hours. It will depend on the type of housing as to what would be the most appropriate type of cycle parking.
- 5.11 Residential cycle parking is required for each property; additional provision for visitor parking could be provided in the same form at the same location.

Table 5: Cycle parking standards for Residential Development

Development	Description	Staff /Resident Parking	Visitor Parking
Residential Institutions (C2)	Convalescent, Residential care and Nursing Homes	1 space per 10 staff.	1 space per 20 bed spaces.
	Residential School/college or training centre	1 space per 5 staff plus 1 spacer per 2 students.	1 visitor cycle stand per 20 residents.
	Student Accommodation	1 space per 4 staff.	1 space per 20 bed spaces.
	Hospitals	1 spacer per 4 staff.	1 space per 10 beds.
General Residential (C3)	Dwelling flats and apartments	1 secure, covered cycle storage space per unit.	1 visitor space per 10 units.
	Dwelling Houses	1 secured, covered cycle storage space per bedroom.	
	Retirement living or sheltered housing	1 secure, covered cycle storage space per unit. Further considerations to be negotiated on case-by-case basis	1 visitor space per 10 units plus. Further considerations to be negotiated on case-by-case basis

Houses in Multiple Occupancy (HMO) (C4) and Sub Generis HMOs	Houses in Multiple Occupation	1 secure, covered cycle storage space per bedroom.
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Cycle Parking at non-residential developments

- 5.12 To encourage the use of sustainable modes of travel, it is important that convenient, secure cycle parking is provided at every new non-residential development for long-term stays (for those working at the building) and short term for visitors and customers. All cycle parking should be accessible and easy to use, with no inconvenient detours, steep slopes, or narrow access ways. The facilities provided should be easy to use by all members of the community at all life stages, ideally without the need to lift or drag the cycle.
- 5.13 Different types of cycle should also be considered, such as recumbents, trikes, and hand cycles (which are often used by people with disabilities), cargo bikes and e-bikes. These all take up more space than a standard cycle, and this should be factored in when planning cycle parking layouts.
- 5.14 Cycle parking is specified for different users to cater for short and long stay usage. The former is provision for those visiting the site as customer or service user. Long stay cycle parking is relevant for employees, pupils or residents.
- 5.15 Like car parking, cycle parking should be designed into developments at an early stage. To increase the attractiveness of commuting by cycle, it is important to provide facilities for cyclists at their destination, particularly in large workplace developments of 40 staff or more. On developments where 10 or more cycle stands are to be provided, the Council will require the development to include provision for changing and showering facilities for staff.
- 5.16 Cycle parking for employees will be required to be under cover. The standard requirement is for the use of Sheffield stands which are tubular metal stands, fixed to the ground at two points; alternatives will be considered at the Council's discretion, but will need to achieve the same degree of security (allowing two-point locking).
- 5.17 The required spacing between stands is 1.2m, with 0.7m spacing between the stands and any wall/fence/part of the shelter/other obstruction. If more than one row of stands is needed, the rows should have 3.0 metres of space between them.
- 5.18 In town centre locations, cycle parking should be provided within the rear servicing areas where such an area exists for the premises, and should be a secure lockable building or enclosure, under cover.

5.19 Outside of town centre locations, and where the provision is principally for customers (such as convenience retail or leisure facilities, the Council will require that cycle parking is located directly adjacent to (or directly opposite the main entrance to the building, in a location that maximises natural surveillance.

5.20 Planning conditions will be imposed to require that the requirements noted above are implemented before a development is brought into use (generally as part of a similar condition for the wider parking area) and thereafter retained.

Table 6: Cycle parking standards for Non- Residential Development

Development	Description	Staff/Resident Parking	Visitor Parking
General Industry (B2)	Carrying on of an industrial process other than one falling within the uses described in Class E	1 space per 10 staff.	1 space per 400sqm with a minimum of 2 spaces.
Storage or Distribution (B8)	Storage/Distribution Centre	1 space per 10 staff.	1 space per 1000sqm with a minimum of 2 spaces.

Development	Description	Staff /Resident Parking	Visitor Parking
Hotels (C1)	Hotels	long term spaces per 10 bedrooms. Staff and guest parking should be secure but can be shared if necessary. A bicycles-in bedrooms policy may be acceptable if these are conveniently accessible, and staff parking would still be required at a rate of 1 space per 10 staff.	

Development	Description	Staff/Resident Parking	Visitor Parking
Commercial, business and Service (E)	Shops (a) (Convenience/Food Retail) up to 1000sqm	1 space per 10 staff.	1 space per 125sqm with a minimum of 2 spaces.
	Shops (a) (Convenience/Food Retail) over 1000sqm	1 space per 10 staff.	1 space per 250sqm with a minimum of 2 spaces.
	Shops (a) (Comparison/Non-Food Retail) over 1000sqm	1 space per 10 staff.	1 space per 250sqm with a minimum of 2 spaces.
	Cafes and Restaurants (b)	1 space per 10 staff.	1 space per 200sqm with a

			Minimum of 2 spaces.
Financial/professional services (c) (i) (ii) (iii)	1 space per 10 staff.	1 space per 15 people expected to use the facility at any one time (peak occupancy) with a minimum of 2 spaces	
Indoor Sport and Fitness (d)	1 space per 10 staff.	1 space per 150sqm with a minimum of 2 spaces.	
Medical and Health Services (e)	1 space per 10 staff.	1 space per consulting room with a minimum of 2 spaces.	
Nursery, Creche and Day Centres (f)	1 space per 10 staff.	1 space per 10 children with a minimum of 2 spaces.	
Offices (g) (i)	1 space per 10 staff.	1 space per 400sqm with a minimum of 2 spaces.	
Research & Development, (g) (ii)	1 space per 10 staff.	1 space per 400sqm with a minimum 2 spaces.	
Light Industrial (g) (iii)	1 space per 10 staff.	1 space per 400sqm with a minimum of 2 spaces.	

Development	Description	Staff/Resident Parking	Visitor Parking
Learning and non-residential Institutions (F1)	Primary and Secondary Schools (a)	space per 10 staff.	1 space per 10 pupils with a minimum of 2 spaces. Provision for Scooters Parking: 5-25% of total Cycle spaces.
	Higher/Further Education (a)	1 space per 10 staff.	1 space per 10 pupils with a minimum of 2 spaces.
	Art Gallery, Museums, Exhibition Halls (bce)	1 space per 10 staff.	1 space per 300sqm with a minimum of 2 spaces.

	Library (d)	1 space per 10 staff.	1 space per 100sqm with a minimum of 2 spaces.
	Public Worship (f)	1 space per 10 staff.	1 space per 200sqm open to the public with a minimum of 2 spaces.
	Law Courts (g)	.1 space per 5 staff.	Additional cycle stands at 1 space per 40sqm open to the public.
Local Community (F2)	Halls or Meetings Places (b)	1 space per 5 staff.	Greatest of 1 per 40sqm or 1 per 60 seats/capacity.
	Outdoor Sport/Recreation (c)		10 spaces plus 10% of vehicle spaces.
	Swimming Pools/Ice Skating Rinks (d)	1 space per 5 staff.	Greatest of 1 per 40sqm or 1 per 60 seats /capacity.

Development	Description	Staff/Resident Parking	Visitor Parking
Sui Generis (no class specified)	Cinemas, theatres, bingo halls and casinos, conference centres, music and concert halls, venues for live music performance	1 space per 10 staff.	1 spacer per 20 people expected to use the facility at any one time (typical peak occupancy).
	Public Houses, Wine Bars, Other Drinking Establishments	1 space per 10 staff.	1 space per 200sqm (short Stay) with a minimum of 2 spaces
	Car Related Uses.	1 space per 10 staff.	Assessed on a case-by-case basis.
	Petrol Filling Stations	1 space per 10 staff.	1 space per 200sqm with a minimum of 2 spaces
	Hot Food Takeaways, fast food and drive through	1 space per 10 staff.	1 space per 200sqm with a minimum of 2 spaces
	Stadia	1 space per 10 staff.	Greatest of 1 per 40sqm or 1 per 60 seats /capacity.

6 Design Considerations

6.1 Careful design of road layouts and parking is as key a consideration as the number of spaces provided. A key element of good design is the overall layout of development and how the different elements of any development, which will usually include parking, come together to make an attractive and well-functioning whole, within the context of the wider setting. Key elements of this include the functionality of parking areas including sizes and detailed layout, relationship with landscaping and positioning within the site.

Siting of Parking Areas Within Development Sites

6.2 The siting of parking spaces within the overall layout of development sites is a critical element in the overall strategy for the layout of development sites. It is therefore necessary to consider it at the earliest stage of the design process.

6.3 The location of parking should always take reference from the character and appearance of the street scene and the surrounding area.

6.4 Car parking should always be located close to the property it serves. For houses, car parking should ideally be provided within the residential curtilage and at the front of the property. This encourages activity within the street scene and recognises that residents often park there out of convenience anyway. However, it is important that the car parking and garaging enhances the street scene and creates a positive interface with the public realm. This could be done alongside other design aspects such as landscaping and planting.

6.5 Design solutions should avoid large expanses of hard surfacing and ensure that parked vehicles do not dominate street frontages. This is particularly important for flatted development and some commercial development where the number of parking spaces may be high in relation to the size of the site.

6.6 The size of any rear parking courts should be minimised and both the parking area itself and the access to it should be overlooked. Where rear parking courts are used, these should only have one entrance/exit point to ensure that there is no reason for outsiders to travel through the site. Where properties back onto shared parking courts, these boundaries should be made of robust and attractive brick walls. These ensure the long-term appearance of the area and provide privacy and security for garden areas.

- 6.7 A mixture of high-quality materials and landscaping can be used to break up and improve the appearance of parking areas. The landscaping scheme should be resilient to pedestrians and vehicles and should be appropriate to the level of management that the parking area will receive. Large shrubs and other features that could allow intruders to hide, and make the area feel unsafe, should be avoided.
- 6.8 Where undercroft, basement or decked parking is proposed, full consideration should be given to the access and use of the space and the safety of users. Multi-storey car parks should be designed carefully to contribute to the street scene.
- 6.9 The Department for Transport " Manual for Streets" (March 2007)³ provides guidance to developers on the layout of new developments and in particular the design of parking facilities for vehicles.
- 6.10 Suitable site layouts will demonstrate the relationship between car parking spaces and the residence that they serve. Poorly designed and cramped layouts that place parking spaces in close proximity to other residential properties and their private amenity space will not be accepted.
- 6.11 Where parking provision within a development is likely to cause displacement of parking onto other surrounding areas i.e. on street residential areas, be that through the level of parking provided or the charges associated with it, then contributions will be required from developers to potentially implement parking control measures e.g. a Residents Parking Zone. If, however, the displacement of parking impacts on highway safety and no appropriate parking control measures can be implemented, the development may be refused in accordance with National Planning Policy Framework paragraphs 110 and 111.

Dimensions and Spacing

- 6.12 This section sets out requirements for the dimensions of parking spaces in different circumstances, and requirements for additional space adjoining spaces.

Layout for Standard Car Parking Bays

- 6.13 Planning applications must include information to demonstrate to the satisfaction of the Council that the functional parking needs of the development can be accommodated on or close to the site without prejudicing highway safety or other planning objectives.

³ <http://www.dft.gov.uk/pgr/sustainable/manforstreets>.

- 6.14 The basic dimension of a parking space is 2.5m x 5.0m. This assumes that either the parking space adjoins other parking spaces on either side, or that additional space is available to the side of the space. Widths and lengths of spaces will need to increase if those spaces are next to a wall, footway, shrubbery or grass.
- 6.15 For parking courts and car parks, an access road in between bays should ordinarily have a minimum width of 6.0m when bays are orientated at 90 degrees. Where such a width is not achieved, the width of parking bays will need to be widened to compensate for this as detailed in Manual for Streets. It is recommended that tracking software be used to assist in the design of car parking and that diagrams be included within Transport Statements, particularly for sites where space is constrained.
- 6.16 In the case of residential development, off-street vehicle parking spaces will be requested at the side of a property with measures sought to protect that use, such that off-street space is not eroded over time. Side of property spaces still allow for frontage access onto the public highway thereby maintaining an active frontage on the street environment, while reducing the amount of hardstanding required along street frontages, which allows for enhanced landscaped verges, reduced building to building frontage distances and tree lined boulevards.
- 6.17 Parking spaces also need to take account of the minimum space requirements set out for electric vehicle charge points in Building Regulations Part S, which vary depending on whether they are free standing, or wall mounted.

Alterations to Existing Residential Parking Arrangements

- 6.18 Existing residential dwellings may have generous, sufficient or inadequate parking. Proposed alterations to existing parking arrangements on an individual dwelling will be informed by the principles of good design as applied to the application site, and the parking standards.
- 6.19 A development proposal for an extension occupying an area formerly providing usable parking space, where this reduces the number of parking spaces below the standard, would need additional space in lieu provided. However, where this additional space would be harmful to character and appearance of the area, for instance where all soft landscaping were lost or the frontage became dominated by hardstanding, the Council will need to carefully consider whether the proposed development is acceptable and may lead to the refusal of the application.

6.20 Where the existing character of the area involves parking on-street, it will be appropriate to maintain this, as the alteration of front gardens piecemeal to accommodate vehicles leads to difficulties for the remaining vehicles attempting to use the constricted room remaining on the street between the new access points, and the loss of front gardens and their features is likely to cause harm to the character of the area.

Disabled Parking Bay

6.21 Disability spaces should be 2.5m x 5.0m with a 1.2m marked access zone between the spaces. A 1.2m wide rear safety zone for boot access should be provided. Although the rear safety zone may be provided at either end of the parking space, if it is provided at the end of the vehicle access lane, the vehicle access route should be widened at that point by 1.2m to accommodate it. However, if it is provided at the opposite end of the parking space, the rear safety zone should not encroach on pedestrian access routes which should be widened to accommodate it. In either case, safe access routes for the disabled person to leave and return to the vehicle will need to be provided, reachable from all sides of the space.

6.22 Where one end of a parking space is against a hard barrier such as a wall or posts, or a soft landscaping barrier such as a hedge, either the parking spaces should be lengthened by 0.3m or additional hard-surfaced space 0.3m wide should be provided.

Parallel Parking

6.23 Where a single width of parallel parking spaces alongside an access roadway are provided, they should be 2.0m wide. Given the significant variation in length between vehicles, it is not necessary to set markings for length. However, for the purpose of assessing the number of spaces provided, a space will be considered to be 6.0m long. At each end of the parallel parking area, an additional 0.3m of unobstructed space will be required to allow vehicles to enter and exit the area with parallel parking movements.

6.24 Parallel parking spaces will require provision of additional paved width of 0.9m for pedestrian access on the opposite side to the vehicular access route, such as through provision of a kerbed pedestrian footway on that side. Where parallel spaces intended for disabled users are provided, they must be a minimum of 6.6m long and 3.0m wide.

6.25 The end of a parking space should not be directly adjacent to an openable window to a habitable room, or an openable window to a room used as office accommodation. In addition, the spacing required will need to have

regard to pedestrian access and specific issues relating to garages, considered below.

Garages

6.26 Garages are often provided on development sites with the intention that they will act as functional parking spaces. The Council will only consider garages to provide a functional car parking space where the design of the proposed development genuinely provides for them to be usable on a casual daily basis.

6.27 Where a new garage is provided, whether on a new development site or within the curtilage of an existing dwelling, and is proposed to be counted within the required spaces for car parking, the following will be required:

- Minimum internal dimensions 6.4m x 3.0m for a single garage.
- Minimum internal dimensions 6.4m x 5.5m for a double garage.
- Any door at the side intended to open inwards will need to be at least 5m from the garage door (measured internally).
- Where a parking space is to be provided in front of the garage, a buffer of 0.9m will be required between the garage and the space, where this provides the most direct route between the main pedestrian access route and the rear of the property.
- Doorway width for a single garage to be a minimum of 2.5m and
- Doorway width for a double garage to be a minimum of 5m. Where two individual doors are to be fitted, they should each be a minimum 2.5m wide.

6.28 Electric vehicle charging infrastructure in garages will normally be provided by a wall-mounted box. Dimensions of typical boxes are generally less than 500mm (height) x 300mm (width) x 150mm (depth) meaning that, providing that a sufficient power supply can reach the garage, charger boxes need not encroach significantly on the available space for the vehicle, where the garage dimensions are sufficient, in line with the requirements above.

6.29 Where a garage is intended to function for other purposes in addition to car storage, for instance to provide storage space or to provide a utility area or a boot room function, the dimensions will need to increase to provide for the additional functionality. An external door at the rear of the garage (that does not require access through habitable accommodation) will also be required to allow rear access and allow for cycle storage in a shed.

Manouevring and Access Routes

6.30 Although the precise situation of an individual layout will affect how vehicles move within parking areas, this section provides guidance on manoeuvring

space required as a starting point to assist applicants in drawing up schemes.

6.31 As a starting point, all new developments will be required to provide the means to ensure that all vehicles that will be used in association with the development are able to enter and leave the site in forward gear. On commercial sites this will need the routing of large vehicles to be clearly indicated, with Transport Statements or Transport Assessments including swept path analysis where necessary. For residential sites, a simple diagram showing the geometry should suffice. Any proposal for an extension to an existing dwelling or for additional development on a commercial site should not compromise areas required to provide for vehicles to turn in order that they can enter and leave in forward gear.

6.32 Where residential developments provide communal parking areas, such as on developments of flats, and on commercial developments and community uses with parking areas to be provided within the curtilage, parking areas will need to allow at least 6.0m of space between rows, where the spaces are perpendicular to the access route. Where the access route meets a dead end, the access route will need to extend at least 1.3m beyond the final spaces, to allow for vehicles to manoeuvre into and out of the end spaces.

Operational Parking

6.33 Operational and service parking can form a critical element of the design of a scheme, which can render a development proposal unacceptable if badly considered. This will include parking for vehicles delivering or dispatching goods, and otherwise servicing of the premises including waste collection, removals, taxis and waiting spaces for vehicles picking up visitors/customers.

6.34 Within the existing developed areas, it is recognised that servicing will make use of streets for manoeuvring, and in some cases for loading/unloading. Where new larger-scale commercial development is proposed, the presumption will be that servicing and operational space will be provided within the development site. This will need to include provision for vehicles of any size that will be based at or visit the site to enter and leave the site in forward gear.

6.35 Leisure, health and larger scale retail developments should include pick up / drop-off zones close to the main entrance, that can be used by taxis and private vehicles.

6.36 It is recommended that the Council's Development Management Team be consulted at an early stage on all applications that would involve the use of HGVs and other large commercial vehicles.

6.37 Principally the preferred parking bay size for service vehicles should be used as set out in Table 6 below:

Table 7: Design Standards for Delivery and Service Vehicles

Design Standards for Delivery and Service Vehicles	
Transit/Van	2.4 metres x 5.5 metres
Articulated	3.5 metres x 14.0 metres
Rigid Vehicles	3.5 metres x 18.5 metres
Coach (60 seats)	3.5 metres x 14.0 metres

Provision for Pedestrian Movement

6.38 Pedestrians should be given priority over vehicles, as set out in NPPF, PfE and the Bury Local Transport Plan. This requirement applies within and around parking areas as elsewhere. The design of parking areas needs to include pedestrian-only safe routes through and around parking areas.

6.39 Pedestrians should be able to move around parking areas safely and easily. The design of parking areas will need to consider likely pedestrian desire lines, both in respect of pedestrians arriving from outside the site and walking towards the entrances, and in respect of people arriving in cars, and the movements they will make between where they will park and the entrances to the development. This should be an early consideration in determining the overall layout of the site, and the layout of the spaces.

Landscaping and Materials

6.40 Good design requires parking to be well-landscaped and sensitively integrated into the built form, incorporating green infrastructure including trees to soften the visual impact of vehicles, help improve air quality and contribute to biodiversity.

6.41 The design of the parking areas should be informed by and reflect from the very outset the overall landscaping strategy for the whole development site and should result in a coherent whole development approach. The landscaping strategy for the site will in turn have reflected the external context to the site at least at a street and neighbourhood level.

6.42 Landscaping proposals can reduce the visual impact of proposals, filter dust and provide shelter and shade. However, care should be taken to ensure that planting does not provide places for potential offenders to hide and attack vehicles. Ideally no shrubs should be allowed to grow over 1m high, and trees should be clean trunks (no side branches) up to 2m to provide clear sight lines.

6.43 When planting species are being selected for a site, developers are advised to consider existing soil conditions to ensure an appropriate planting medium is used. This will increase the probability of longevity and survival of species.

6.44 Maintenance and possible vandalism of plant species needs to be considered from the outset. Security and visual implications of soft landscape features - particularly as planting matures will be needed to take into consideration when selecting appropriate species. This is important where development proposals include CCTV cameras and lighting columns as neither the camera view nor the light should be obstructed by vegetation.

6.45 Planning permission will not normally be granted for proposals that involve the removal of established, high-quality vegetation or site features that contribute to the visual amenity of an area.

6.46 All car parking should be part of a Sustainable urban Drainage System (SuDS) unless there are technical reasons why this cannot be done. Permeable surface materials should be used wherever possible to reduce surface water runoff.

Lighting and Security

6.47 On commercial sites provision of good quality lighting providing complete coverage of the parking area is essential. The design of the lighting scheme should specifically highlight pedestrian routes through the provision of specific lighting to those routes, rather than coverage of these just being incidental to the overall lighting scheme.

6.48 Natural surveillance should be maintained as far as possible, without compromising the provision of soft landscaping and tree shading. In some cases, the use of CCTV may be the most appropriate method of providing surveillance to ensure that Secured by Design principles are followed. In the case of cycle parking, the location should maximise natural surveillance, but where there is nowhere constantly observed, CCTV will be essential.

7 Other Considerations

7.1 There are a number of other considerations that should be taken on board in looking at parking issues, which are outlined below.

Transport Assessments

7.2 Transport Assessments are detailed assessments of the anticipated transport effects of a development proposal. They are needed to ensure that the transport impacts of the development are understood, in order that these can be assessed for compliance with policy. Transport Assessments require significant amounts of data and access to professional modelling tools, and as such are generally carried out by specialist transport planning consultants. They are most relevant for large development proposals.

7.3 In most respects the outputs of the Transport Assessment are an understanding of the numbers of trips and likely modes. The main purpose of this will be to ensure safe access to and from the site, and to establish whether any measures are needed to mitigate the effects of the numbers of additional vehicles using the highway; these matters are outside the scope of this SPD.

7.4 In respect of parking, the Transport Assessment will provide an indication of the numbers of vehicles that will need to be provided for, and this can then be related to the requirement in the standards in Chapter 4. However, care is needed as, to make an assessment of the effects on the wider highway network and ensure provision of necessary highway works are carried out, it is sometimes necessary to undertake the Transport Assessment based on “robust” (i.e. worst-case) assumptions regarding traffic generation. It would not be justified to base the numbers of parking spaces required on the worst-case assumptions, in view of national guidance that prioritises pedestrian and cycle access, then public transport.

Transport Statements

7.5 Transport Statements are simplified versions of transport assessments where it is agreed the transport issues arising from development proposals are limited and a full transport assessment is not required. Transport Statements do not necessarily need to be produced by specialist transport professionals, but sufficient information will be needed to demonstrate that the principal issues have been identified and to explain how these are addressed.

7.6 Some aspects dealt with by transport statements (such as details of access points, numbers of vehicle movements etc) fall outside the scope of this SPD. In respect of parking, the transport statement will need to provide:

- an explanation of the parking strategy for the development, related to the context of the development proposal and the surrounding area.
- details of the numbers of different types of spaces, and how this will provide for the needs of the development.
- details of any management arrangements where applicable (e.g. measures to prevent unauthorised parking, allocation of spaces).

7.7 The following table provides an indication of when Transport Statements and Transport Assessments will be required:

Table 8: Applications requiring Transport Assessments and Transport Assessments Statements

Proposed Use	Floor Area Thresholds	
	Transport Statement Required	Full Transport Assessment
Class E- Commercial, Business and Service		
Food Retail	>250sqm	>800sqm
Non-Food Retail	>800sqm	>1500sqm
Financial & Professional Services	>500sqm	>2500sqm
Restaurants and Cafes	Seek advice	Seek advice
Drinking Establishments	Seek advice	>600sqm
Class E (g)(i)(ii)(iii) Business	>500sqm	>2500sqm
Class B General Industrial, Storage or Distribution		
B2 General Industrial	>500sqm	>4000sqm
B8 Storage or Distribution	>500sqm	>5000sqm
Class C- Residential		
C1 Hotels	>30 beds	>100 beds
C2 Residential Institutions (hospitals, nursing homes)	>50 beds	>50 beds
C2 Residential institutions – residential education / training centres	>50 students	>150 students
C2A Secure Residential Institution	>50 beds	>50 beds
C3 Dwelling houses	>10 units	>80 units
C4 Houses in Multiple Occupation	>6	
Class F- Local Community and Learning		
F1 Learning and Non-residential Institutions	>500sqm	>1000sqm
F2 Local Community	>500sqm	>1500sqm
Other commercial properties	Seek advice	Seek advice

Planning Conditions and Section 106 Agreements

7.8 The Council may use planning conditions and/or Section 106 agreements (also referred to as planning obligations) in order to require on-site or off-site transport measures and facilities in order to off-set the traffic related impacts of proposals, including parking issues.

7.9 For example, this may include the management and use of parking spaces, so that priority may be given to certain users. For example, this may include people with disabilities, people with children, visitors, or cars with more than one occupant. This may also involve the removal of parking spaces (other than those for disabled people):

- after a specified period; or
- when access to the site is improved by public transport (such as when a bus route is introduced to the site), walking and cycling; or
- when development exceeds an agreed level of traffic generation

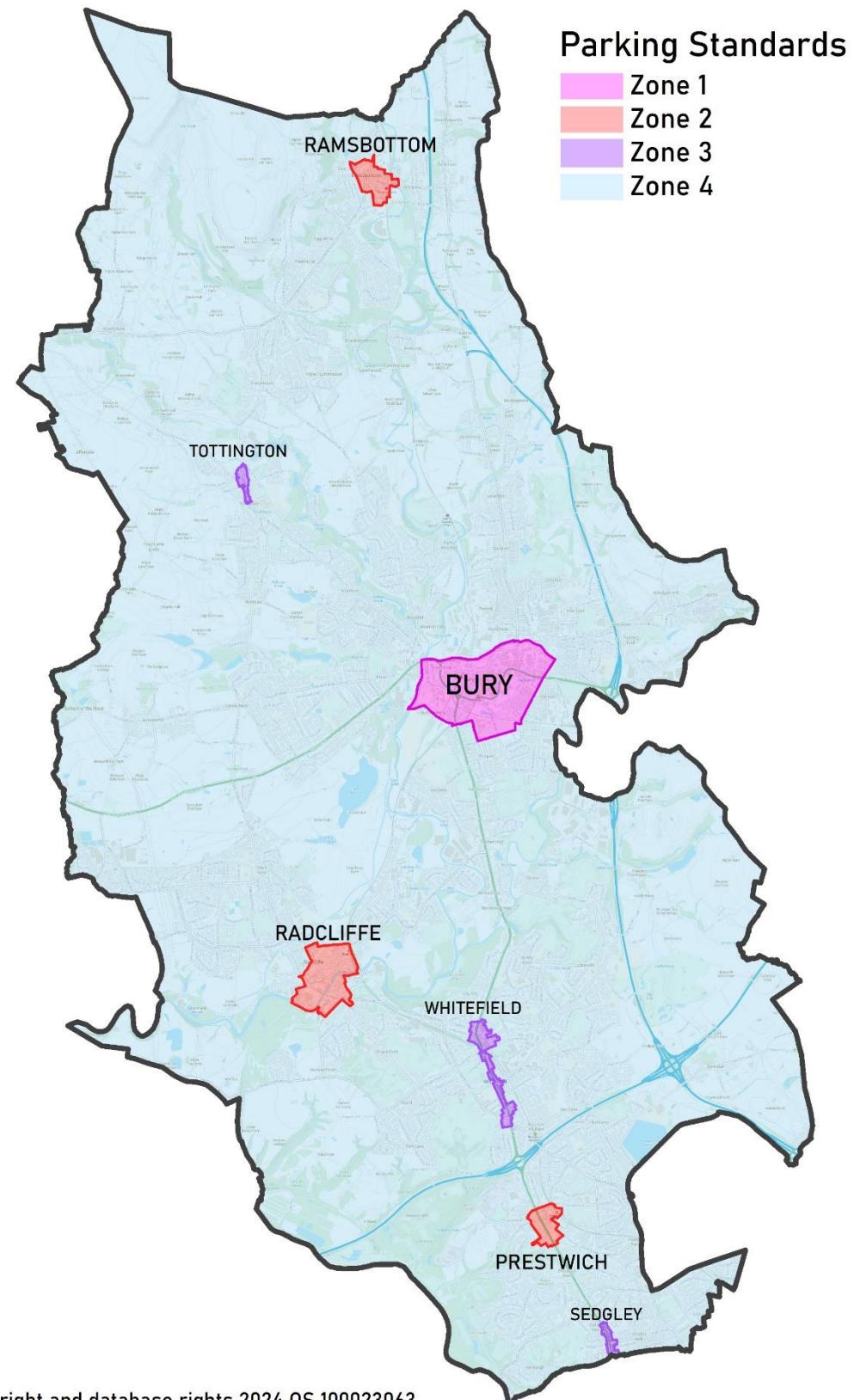
7.10 Conditions may be used to vary the amount of parking standards specified in the tables set out within Chapter 4.

7.11 Where appropriate, the Council may require developments to fund on-street vehicle parking controls in areas adjacent to major trip-generating developments to ensure that the limitation of off-street parking does not lead to on-street parking pressures (including temporary parking).

8 Monitoring

- 8.1 The Council will monitor the implementation of the updated parking standards that have been outlined in this SPD as part of Bury's Annual Monitoring Report (AMR). This will allow for future amendments, including additions and deletions, where deemed necessary.
- 8.2 This SPD is also to be considered in conjunction with the annual Infrastructure Funding Statement (IFS), an annual report which provides a summary of 'developer contributions' (S106 agreements) for the financial year which have been secured and spent. In support of this SPD and other transport-related strategies, the IFS will specifically show how developer's contributions are key in mitigating the impact of transport demands from large developments e.g., through the provision of walking and cycling facilities, funding for behaviour change programs or any other agreed actions as specified as a condition of planning approval.

Appendix 1: Zone Map



Appendix 2: Car Parking Layouts

Diagram 1: Standard Parking Space

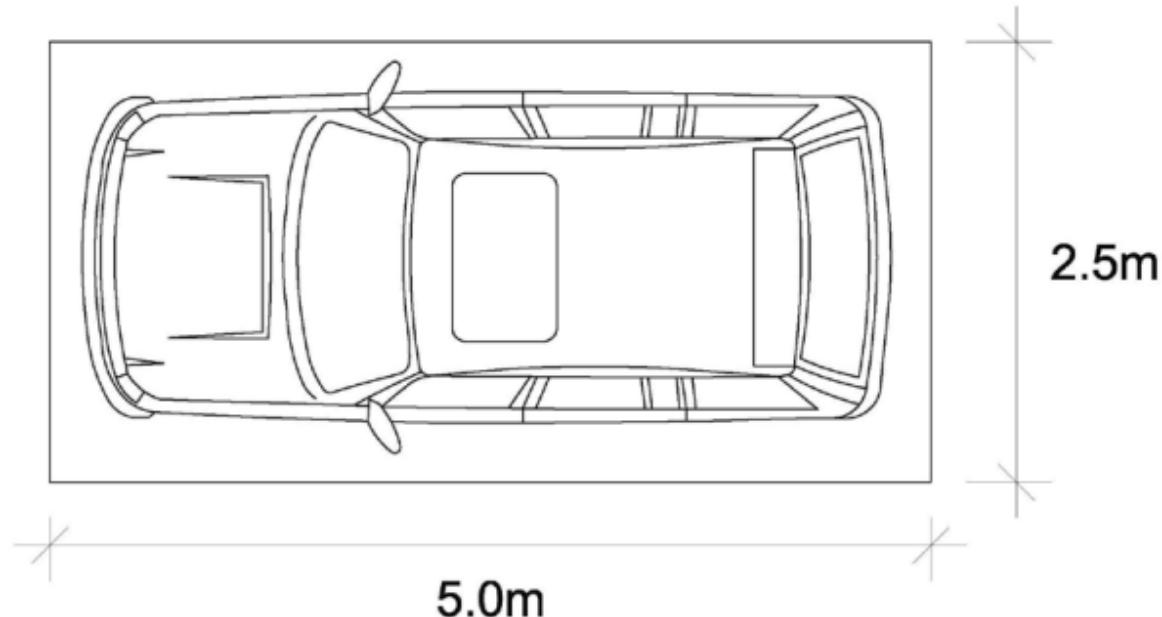


Diagram 2: Parking space adjoining a dwelling/garage

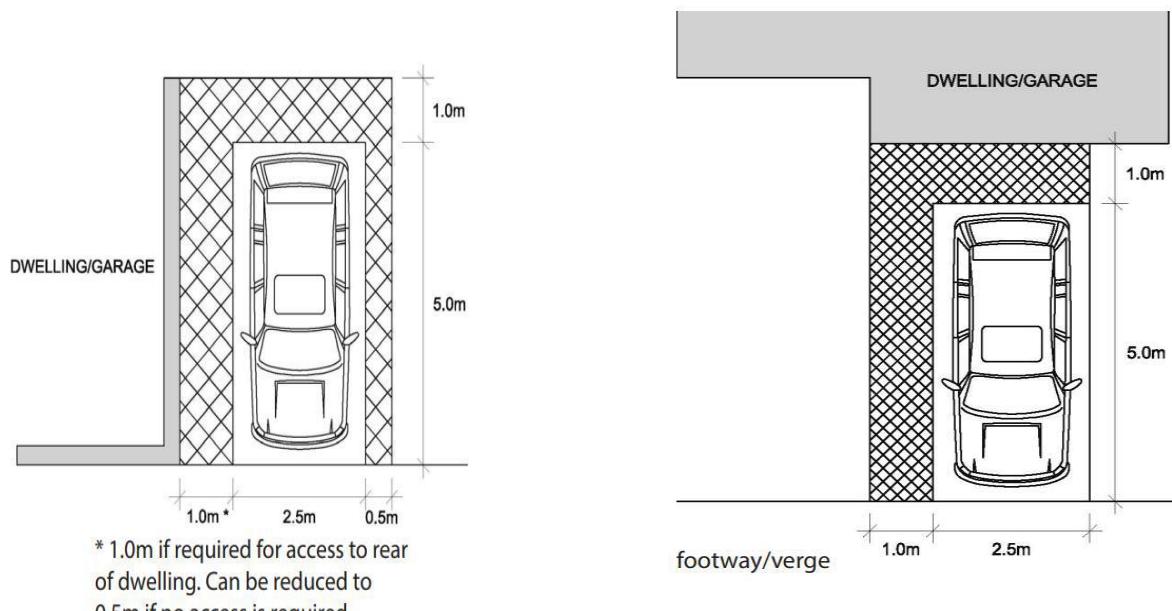
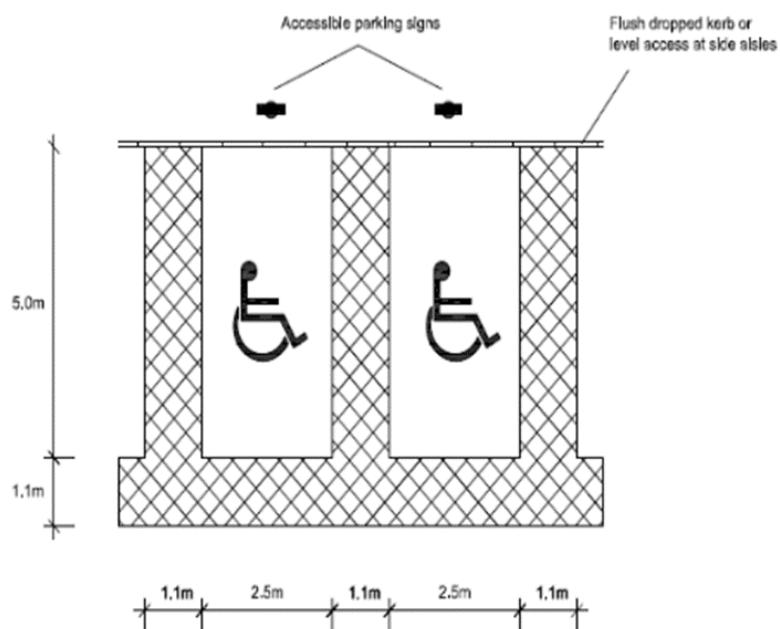


Diagram 3: Off-Street parking for people with disabilities



Appendix 3: Cycle Parking Layouts

LTN/120 Cycle Types and Dimensions



Bespoke Cycle Parking in Bury Town Centre



Examples of Bike Storage Facilities



Bury
Council



Classification:	Decision Type:
Open	Key

Report to:	Cabinet	Date: 08 January 2025
Subject:	Huntley House and Silver Street- Homeless Temporary Accommodation and Support	
Report of	Cabinet Member for Housing Services	

1 Summary

- 1.1 A proposal has been made by JDBR Investments Ltd, that owns two large properties known as "Huntley House" and "18- 22 Silver Street", for it to improve each property and then offer them out for the provision of multiple units of temporary supported accommodation for the relief of the districts homeless people who are also in need of support to enable them to maintain a tenancy and prepare them for a later move to independent living in permanent housing. For the Council this solution will be far less expensive and more desirable than the current use of B&B/hotel accommodation.
- 1.2 For this to be achieved JDBR Investments Ltd need to enter into a lease with a Private Registered Provider of Social Housing ("RP") specialising in providing Supported Housing. In turn the Council and RP will need to enter into a Nomination Agreement so the Council can secure exclusive nomination rights for accommodating these people to whom it owes homelessness duties.
- 1.3 The Nominations Agreement may need to include the Council agreeing to indemnify the RP for any loss of rent in the event the Council cannot fill all the accommodation units within each property. The RP will expect this if the Council wishes to have exclusive nomination rights. Officers advise that the need for this type of accommodation is such that there is little if any risk that any of the units will be empty for any material period of time. And that in any event the use of these properties will give a significant saving compared to the only other alternative currently available being B&B/hotel type accommodation.
- 1.4 The Council will also need to arrange a third-party supplier to provide the necessary support to the residents taking up occupation.

2 Recommendation(s)

- 2.1 Consequently, this report asks Cabinet to:

1. Note a proposal being made by JDBR Investments Ltd and its opportunity and implications for the Council.
2. Approve that the Council should enter into a 5 (five) year exclusive Nominations Agreement with the selected RP in relation to both "Huntley House" and "18- 22 Silver Street" enabling the Council to refer homeless people to it to include if necessary agreeing to indemnify the RP for any loss of rent in the event the Council cannot fill all the accommodation units within each property.
3. Approve that the Council should procure and enter into a 4 + 1 year contract for the supply of Support Services to support those people who will be taking up residency in both "Huntley House" and "18- 22 Silver Street".
4. And that authority is delegated to the Executive Director (Strategy & Transformation) to agree best possible terms for the Council in each contract.

3 Reasons for recommendation(s)

3.1 There has been a significant increase of homeless single people and families requiring temporary accommodation and support to sustain their tenancies to whom the Council owes housing duties under homelessness legislation. These people are currently accommodated in B&B/hotel provision funded by Bury Council General fund as there are no direct allocated funding streams from central Government.

4 Alternative options considered and rejected

4.1 This is a unique opportunity offered to Bury Council to deliver housing and support for homeless people. The only other option is to reject the offer, which will then miss the opportunity to increase the supply of better quality housing for those in need in the district and to save the Council significant sums of money.

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5 Background

- 5.1 Huntley House is in Bury and is a building comprising of 19 individual units with their own facilities, including kitchens and bathrooms. There is also communal laundry provision for occupants.
- 5.2 18- 22 Silver Street is in Bury and comprises 8 self-contained flats for the purpose of accommodating homeless people. The flats are located at Silver Street in the Bury Town Centre area and are of high quality and specification.
- 5.3 Both properties have previously been used for homeless accommodation and asylum seeker accommodation.
- 2.1 A proposal has been made by JDBR Investments Ltd for it to improve each property and then offer them out for the provision of multiple units of temporary supported accommodation for the relief of the districts homeless people who are also in need of support to enable them to maintain a tenancy and prepare them for a later move to independent living in permanent housing. For the Council this solution will be far less expensive and more desirable than the current use of B&B accommodation.
- 2.2 JDBR Investments Ltd will do improvement works to both buildings and their flats to meet Bury Council's standards. Spending at Huntley House £60,000 and £130,00 at 18-22 Silver Street.
- 2.3 For this to be achieved JDBR Investments Ltd need to enter into a lease with a Private Registered Provider of Social Housing ("RP") specialising in providing Supported Housing. In turn the Council and RP will need to enter into a Nominations Agreement so the Council can secure exclusive nomination rights for accommodating these people to whom it owes homelessness duties.
- 2.4 The Nominations Agreement may include the Council agreeing to indemnify the RP for any loss of rent in the event the Council cannot fill all the accommodation units within each property. The RP will expect this if the Council wishes to have exclusive nomination rights. Officers advise that the need for this type of accommodation is such that there is little if any risk that any of the units will be empty for any material period of time. And that in any event the use of these properties will give a significant saving compared to the only other alternative currently available being B&B type accommodation.
- 2.5 The Council will also need to arrange a third-party supplier to provide the necessary support to the residents taking up occupation.
- 2.6 The local authority continues to face challenges to accommodate homeless people in the correct provision. Therefore, these additional units present a good option to deliver housing and support to reduce rough sleeping and also prevent

repeat homelessness. Plus this type of accommodation will cost far less money than the current use of B&B/hotel provision.

6 Current position

- 6.1 There is an affordable housing shortage crisis in the UK and in Bury. This puts massive pressure on the Council's homeless services and its duties to homeless people. Members are referred to the Briefing Paper that supports this Report that describes the current challenges confronting the Council.
- 6.2 The Council uses B&B/hotel accommodation to provide temporary accommodation to people it owes housing duties to. This is the least preferable type of accommodation and most expensive. It is also a poor and/or impossible context in which to provide additional support to people in need of it to enable them to develop skills to sustain tenancies.
- 6.3 The proposal and recommendations set out in this Report seek to address and mitigate these issues.

8 Risks

- 8.1 Bury Council is currently utilising Bed and Breakfast and hotel accommodation which is costly and does not provide the correct space for people to develop independent living skills for tenancy sustainment in the future. This option proposed in this Report would create extra capacity at no extra cost to the Council. Please refer to 9.3 which outlines the financial risk to the Council.
- 8.2 Huntley House has had interest from other local authorities, especially from London Borough councils. If Bury Council does not take the opportunity to utilise Huntley House, it potentially creates a risk that the building will then be offered to other Councils with subsequent increases in out of borough placements into Bury which could add further pressures on the Council and public services.
- 8.3 Demands and pressures on homeless statutory provision is increasing and likely to increase further due the housing market. It is important the Council considers all options and opportunities to increase supply of temporary accommodation to ensure statutory duties are met and the correct support is delivered.

9 Funding

- 9.1 Funding would be provided by existing funding streams that are provided by the Ministry of Housing, Communities and Local Government (MHCLG) and the Home Office. These monies remain unspent by the authority.

External Funding/Grants	Funding amount
Homes for Ukraine	£1.365m
Homes for Ukraine 24-25	£0.416m

Dispersal Grant 23-24	£0.315m
Dispersal Grant 24-25	£0.315m
Afghan Relocation assistance Policy	£0.350m
Total Funding	£2.756m

9.2 It is important to deliver holistic housing support, as the risk of repeat homelessness is high as the number of people with complex needs continues to increase. As well as the primary result being people able to manage future tenancies, this is a cost-effective approach to reduce homelessness in the future.

9.3 The below tables illustrate the cost to the authority using hotel and Bed and Breakfast accommodation for singles and families, and the reduction in costs with the proposed recommendations.

Hotel Provision	Year 1	Year 2	Year 3	Year 4	Year 5	Overall average
14 Singles	£0.349 m circa	£0.359 m circa	£0.369 m circa	£0.380 m circa	£0.391 m circa	£1.8m
8 x Family of 4	£0.268 m circa	£0.309 m circa	£0.318 m circa	£0.320 m circa	£0.329 m circa	£1.2m

Huntley House and Silver Street Provision	Year 1	Year 2	Year 3	Year 4	Year 5	Overall average
4 plus 1-year Commissioned support	£0.180 m	£0.900 m				

9.4 It is estimated that the Council will save £2m circa if the Council was to commission Huntley House and Silver Street

9.5 The rent setting for individual flats will be tested by the Council to ensure that it meets Housing Benefit regulations. For this purpose, there is a need for a Registered Housing Provider. The figures for both schemes are detailed below:

Huntley House, Bury	Weekly Core Rent, Housing benefit subsidy
1 x self-contained units	£230.96
19x self-contained units	£0.438.8m

Total cost per year	£0.228m
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Silver street, Bury	Weekly Core rent, Housing benefit subsidy
1 x One bedroom property	£230.96
8x One bedroom property	£0.184.7m
Total cost per year	£0.960.0m

10 Links with the Corporate Priorities:

The Bury Homelessness Strategy aims to deliver the agreed objective of eliminating all rough sleeping in Bury, by preventing homelessness and providing 'enabling support' towards independence. The Bury Homelessness Strategy also 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.

Local

- Local housing options for local people
- 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 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.
- Be bold in our housing solutions and future developments in Bury.

Together

- Working together to design quality, 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 design.
- Working together to ensure inclusivity throughout the housing agenda.

Strengths

- Taking a strength- based approach to recognise the assets and strengths of communities.
- Recognising the strengths of individuals enabling their independence, choice, and control for housing.

11 Links with the Greater Manchester Combined Authorities Priorities:

Greater Manchester Housing First manifesto aims to deliver agreed objectives which include.

- Supply: Working at GM level to offer direct and indirect support to drive the delivery of housing supply to ease the housing crisis and contribute to economic growth.
- Standards: Working at GM level to support the development and delivery of interventions to ensure existing homes are safe, secure, healthy and affordable across all tenures.
- Support: GM level activity that transforms how residents are supported to live healthy, independent lives at home, that integrates services and improves ways of working, delivering better outcomes and reducing costs within wider public services. This is integral to and will be closely aligned with the Live Well model.

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](#).

The outcomes of the initial equality analysis are positive. The service will be available for people with complex needs who are struggling in accessing accommodation and need support to develop independent living skills.

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 are homeless accessing the service and have complex needs (mental health, offending histories, and substance misuse problems).	The proposal considered the pathways which are required to ensure early identification of single homeless people and families that require temporary accommodation. It includes different ways of working to develop support packages which are not only tenancy related but provide interventions for

	<p>other aspects of people lives to develop independence and resilience.</p> <p>The scheme will ensure that there is a balance of needs of people within the scheme, to ensure that the dynamics are manageable for sustainably of the building.</p>
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Legal Implications:

The Council intends to procure support services and should ensure that any procurement process is compliant with the applicable regulations and suitable contracts entered into with the successful provider(s).

A Nominations Agreement will be entered into with the Registered Housing Provider to ensure that the places at these properties are secured for use by the Council. To secure exclusive rights the Council will probably need to provide compensation in the event any of the units remain unlet. The author of the Report advises that the risk of this is remote and worth taking to make the savings set out.

It is noted that funding will be sourced from the Ministry of Housing, Communities and Local Government (MHCLG) and the Home Office, and the Council should ensure that any conditions associated with this grant funding continue to be complied with.

Financial Implications:

The financial implications are detailed in the body of the report and will be reflected in the medium term financial strategy.

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
GM	Greater Manchester
B&B	Bed and Breakfast

MHCLG	Ministry of Housing, Communities and Local Government
CAS3	Community Accommodation Service Tier 3

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Classification: Open	Decision Type: Non-Key
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Report to:	Cabinet	Date: 08 January 2025
Subject:	Future of Six Town Housing Limited	
Report of	Cabinet Member for Housing Services	

Summary

1. This report deals with the contractual requirements to continue the delivery of Council services to Six Town Housing Limited from 1st February 2025 and the strategic future of Six Town Housing Limited.
2. After it ceased to be the Council's ALMO Six Town Housing Limited (STH) entered into a Termination and Transfer Agreement (T&T) and a linked Operation Plan and service level agreement (Op Plan & SLA) with Bury Council so that STH could continue to execute its responsibilities as a social landlord to its remaining 149 properties.
3. The current provisions for the delivery of Council Services to Six Town Housing expires on 31st January 2025 and in order to ensure the tenants have continuity of service it is recommended to approve a variation for a 12-month (less 1 day) extension of the arrangement.
4. The Council will now charge Six Town Housing for the services it receives and as such will also be included as part of the variation by way of a formula for charges for services for 2025-26.
5. The Council had committed within the Termination Agreement to review the role of STH as part of the Council's wider strategic housing considerations during the year after transition on 1/2/24. A Task and Finish group have identified opportunities where Six Town Housing Limited may be advantageous to Bury Council's strategic priorities. The review is ongoing and the group will come back with comprehensive options appraisal and fully costed Business Plan in support of any recommendation.

Recommendation(s)

6. To delegate to the Director of Law and Democratic Services the preparation and signing of the variation instruments to extend the provision of Council Services to Six Town Housing and to introduce charging for the same from 1/2/25.

7. To note the progress of the Future of Six Town Housing Task and Finish group and their recommendation to resource independent legal, financial and commercial advice to complete an options appraisal for the viability of maintaining Six Town Housing.
8. To note Cabinet will receive a report with recommendations based on the legal and commercial advice in June 2025.

Reasons for recommendation(s)

9. 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.
10. Therefore, an ongoing Service Level agreement is required so STH may continue with its reduced social housing activities relying on the support of the Council.
11. A cross-department Task and Finish group was set up in September 2024 to discuss and make recommendations to cabinet regarding the future of Six Town Housing Limited. The group have identified a number of opportunities where STH could benefit Bury Council Strategic aims that should be explored further. The time provided by the extension will enable determination as to viability and feasibility of schemes and the development of an options appraisal which would include a business plan.

Alternative options considered and rejected

12. 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 post cessation of ALMO. The Provision of Council Services must be extended.
13. If there are no opportunities identified which are advantageous or viable for Bury’s Priorities then retaining Six Town Housing “as is” is a potential risk to Bury Council in terms of onerous resources and requirements to maintain regulatory compliance for an additional organisation.

Report Author and Contact Details:

*Name: Esme Davies
Position: Housing Programme Manager
Department: Delivery Unit / Housing
E-mail: esme.davies@bury.gov.uk*

Background

14. On 1st February 2024 STH ceased managing the Council's housing stock and so ceased its ALMO role. However, STH remains intact as a wholly owned subsidiary company of the Council and is itself a Private Registered Provider of Social Housing owning and leasing 149 social housing homes which it lets and sublets to its own social housing tenants under the assured tenancy regime governed by the Housing Act 1988.
15. STH no longer has any paid staff, is managed solely by its Board, and therefore required third party services in order to manage its social housing. Under the Transfer and Termination agreement the Council agreed to deliver "Council Services" to STH which were further outlined in the Operational Plans and SLA.
16. The T&T (including its Operational Plans & SLA) provides assurance for the delivery of Council Services to properly manage STH's social housing tenancies, properties and maintain its regulatory compliance. STH may be required to share this Operational Plans & SLA with the Regulator to demonstrate it has sufficient contracts and controls in place to comply with its regulatory obligations.
17. The Operational Plans & SLA was approved in July 2024 by Cabinet. This was approved by Six Town Board in September. The Head of Neighbourhoods and Communities for Bury Council has been consulted and is satisfied that the Council Services provided for in the T&T Agreement (including the Ops Plan and SLA) are sufficient to provide the proper services to STH for it to compliantly manage its social housing tenancies and properties.
18. The charges for 2024-25 were included in the initial consideration of the T&T Agreement (including the Ops Plan and SLA) therefore the instruments now need to be varied to both extend the period of Council Services provision and to introduce a charging regime for 2025/26 that shall be by way of setting a formula for charges.
19. **Update on Future of Six Town Housing**
20. A Task and Finish group was set up in September 2024 to explore the future of Six Town Housing. The group included representatives from Adults Commissioning, Business Growth and Investment, Housing Services, Homelessness and Finance.
21. The Task and Finish group has identified an immediate strategic use for STH to utilise its status as a Private Registered Provider which they would like to explore further to assess the viability.

22. There are a number of potential schemes in the pipeline which require “exempt accommodation” housing benefit rates to deliver much needed accommodation for those experiencing homelessness and reduce the Council’s reliance on costly nightly hotel provision.
23. Only Private Registered Providers (such as STH) can claim higher rates of rent to enable this (i.e. Exempt Accommodation). The task and finish group has identified would like to explore using Six Town Housing to support the delivery of these models. If the schemes are legally and financially viable this could reduce the Council’s reliance on external registered providers potentially reducing management overheads and enabling partnership with an organisation with shared goals.
24. Alongside this identified use the task and finish group identified further benefits to maintaining Six Town Housing.
25. As a Private Registered Provider properties owned by Six Town Housing are not subject to the Right to Buy policy but are subject to the less onerous Right to Acquire regime. Right to Buy and to a lesser extent right to acquire reduce the current numbers of social properties across the borough and therefore protecting the properties or potential newly acquired properties from Right to Buy supports the Council’s priorities to increase social housing stock.
26. Under proposals from the new government the right to buy discount has reduced, making right to buy less incentivising for tenants. This reduces potential gains from using the Six Town Housing arrangement versus the resources to manage the company. A consultation is being undertaken to the extent of the new changes. Six Town Housing may still be beneficial in order to protect new properties from policy decisions and maintain housing stock for Bury residents.
27. Bury Council has been discussing an opportunity with the Greater Manchester Combined Authority to develop a vehicle for receiving additional funding for development. Six Town Housing may be beneficial for future arrangements and therefore dissolving the company prior to understanding the extent of the role could risk a loss of opportunity.
28. The Council will seek advice regarding the best vehicle for future delivery and Six Town Housing will be included in that advice. This advice should include the composition, structure and skills of the Board.
29. Retaining and potentially expanding the scope of Six Town Housing will require additional requirements placed on Bury Council to administer the company. These can be recharged back to Six Town Housing under the service level agreement and therefore should be financially neutral but require recognition internally and responsibility being assigned. In particular:

- The production and submission of the company accounts
- Production of Six Town Housing Business Plan
- The role of company secretary
- The administration of board meetings

30. This is a significant risk and the resources need to be identified prior to any further activities being undertaken.

31. An action plan will be developed to capture the outstanding queries and a full options appraisal of the identified priorities should be undertaken. The task and Finish group recommend seeking independent advice in this regard which takes into account legal, financial, risk for both Six Town Housing and Bury Council.

Links with the Corporate Priorities:

32. This proposal meets the corporate priorities in the following ways:

33. **Local**
Sourcing local housing options for local people
Prevent the need for Bury residents to have to move out of the borough to have their needs met.
Work with local developer's and providers who know the local area.

34. **Enterprise**
Enterprising innovation and creative solutions to current housing issues.
Be bold in our housing solutions and future developments in Bury.

35. **Together**
Working together to design quality, fit for purpose homes for people with additional needs in Bury.

Equality Impact and Considerations:

36. *An Equality Impact Assessment has been undertaken. It has been identified that retaining Six Town Housing could have a potential positive impact on a number of protected characteristics.*

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)*

37.

Assessment and Mitigation of Risk:

Risk / opportunity	Mitigation

Legal Implications:

To be completed by the Council's Monitoring Officer.

Under the terms of the Termination and Transfer Agreement 1/2/24 the Council agreed to supply "Council Services" to Six Town Housing to enable it to continue to manage its small social housing stock. The costs for year 2024/25 were wrapped up in the overall transition transaction. Officers have yet to conclude the necessary review to prepare a verified and costed options appraisal for the Council to consider making decisions on the future of Six Town Housing activities. Consequently, the provision of Council Services needs to be extended for another year, and the Council now also intends to charge for those services for period 2025/26.

All the above is lawful and the Council's Legal Services shall draw up the necessary instruments to make the necessary contractual changes.

The Council should remember that the above proposals will need to be put to Six Town Housing Board for its scrutiny and approval. At the time of writing the precise formula for setting those Council Services charges is yet to be prepared and shared by Housing Finance. Once available they will be included in the legal instruments to be put before Six Town Housing Board and if approved signed by the parties.

Financial Implications:

38. Once the formula for setting the Council Services charges is agreed, the impact will be reflected in the medium term financial strategy.

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
STH	Six Town Housing Limited

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**MINUTES OF THE MEETING OF THE GREATER MANCHESTER COMBINED
AUTHORITY HELD ON FRIDAY 29TH NOVEMBER 2024 AT BOLTON TOWN
HALL**

PRESENT

Mayor of Greater Manchester	Andy Burnham (in the Chair)
Deputy Mayor (Police, Crime & Fire)	Kate Green
Bolton	Councillor Nicholas Peel
Bury	Councillor Eamonn O'Brien
Manchester	Councillor Bev Craig
Oldham	Councillor Arooj Shah
Rochdale	Councillor Neil Emmott
Salford	City Mayor Paul Dennett
Stockport	Councillor Mark Hunter
Tameside	Councillor Eleanor Wills
Trafford	Councillor Tom Ross
Wigan	Councillor David Molyneux

ALSO IN ATTENDANCE:

GM Transport Commissioner	Vernon Everitt
GMFRS	CFO Dave Russel
GMP	Supt. Gareth Parkin

OFFICERS IN ATTENDANCE:

Group Chief Executive Officer, GMCA, GMFRS & TfGM	Caroline Simpson
Group Deputy Chief Executive	Andrew Lightfoot
Group Monitoring Officer	Gillian Duckworth
Group Treasurer	Steve Wilson
GMCA Director of Governance & Scrutiny	Julie Connor
Bolton	Sue Johnson
Bury	Lynne Ridsdale

Manchester	Paul Marshall
Oldham	Shelley Kipling
Rochdale	Kuiama Thompson
Salford	Tom Stannard
Stockport	Michael Cullen
Tameside	Harry Catherall
Trafford	Sara Todd
Wigan	Alison McKenzie-Folan
TfGM	Martin Lax
TfGM	Steve Warrener
TfGM	Peter Boulton
GMCA	Mark Atherton
GMCA	Sylvia Welsh
GMCA	Lee Teasdale

GMCA 164/24 APOLOGIES

That apologies be received from Steve Rumbelow (Rochdale), Councillor Nadim Muslim (Chair of GM Overview & Scrutiny Committee), Dame Sarah Storey (GM Active Travel Commissioner) & Warren Escadale (Chair of GM VCSFE Leadership Group).

GMCA 165/24 CHAIRS ANNOUNCEMENTS AND URGENT BUSINESS

Andy Burnham, Mayor of Greater Manchester, opened the meeting by reflecting on the recent government announcement through an inactivity white paper that Greater Manchester would be receiving £10m of support in the form of an inactivity trailblazer. This would go some way in providing a core infrastructure that in turn would also support the region's Live Well plan ambitions.

RESOLVED /-

1. That an update on the announcement of £10 million of support from government in the form of an inactivity trailblazer, and how this in turn will support the region's Live Well plan be received.

GMCA 166/24 DECLARATIONS OF INTEREST

RESOLVED /-

That it be noted that Deputy Mayor Kate Green declared an interest in Item 15 (GM Investment Zone) in respect to her role as a Governor of Manchester Metropolitan University

GMCA 167/24 MINUTES OF THE GMCA MEETING HELD ON 25 OCTOBER 2024

RESOLVED /-

That the minutes of the GMCA meeting held on 25 October 2024 be approved as a correct record.

GMCA 168/24 MINUTES OF THE GMCA RESOURCES COMMITTEE HELD ON 25 OCTOBER 2024

RESOLVED /-

That the minutes of the GMCA Resources Committee held on 25 October 2024 be approved including:

- i. That the extension of delegations to the Group Chief Executive and associated changes to the terms of reference of the Resources Committee to be included within the GMCA Constitution regarding staffing matters to align with common practice in local government be approved.
- ii. That delegated authority be given to the GMCA Monitoring Officer to update the GMCA Constitution to reflect the changes.

GMCA 169/24 GMCA OVERVIEW & SCRUTINY COMMITTEE MINUTES – 23
OCTOBER 2024

RESOLVED /-

That the minutes of the GMCA Overview & Scrutiny Committee meeting held on 23 October 2024 be noted.

**GMCA 170/24 GMCA BEE NETWORK COMMITTEE MINUTES – 24
OCTOBER 2024**

RESOLVED /-

That the minutes of the GMCA Bee Network Committee held on 24 October 2024 be noted.

GMCA 171/24 GMCA AUDIT COMMITTEE MINUTES – 22 OCTOBER 2024

RESOLVED /-

That the minutes of the GMCA Audit Committee held on 22 October 2024 be noted.

GMCA 172/24 GREATER MANCHESTER APPOINTMENTS

RESOLVED /-

1. That the appointment of a GMCA Member to the GMCA Standards Committee and a GMCA Member to the Growth Company Board be deferred to the December 2024 meeting of the GMCA.
2. That the appointment of Councillor Yvonne Klieve to replace Councillor Paula Wakefield (Wigan) as a substitute member of the GM Police, Fire & Crime Panel be noted.

GMCA 173/24 BEE NETWORK UPDATE

Andy Burnham, Mayor of Greater Manchester, introduced the item, stating that GM was now approaching a significant milestone with bus franchising due to complete in one months' time with the commencement of tranche 3 on 5th January 2025. The GMCA had now successfully acquired the fleet required and driver availability was at a good rate. It was hoped that 2025 would prove to be the year in which travel patterns changed and that more people will leave the car at home and take advantage of the increasing scope and ticket packages available through a reliable affordable Bee Network.

Vernon Everitt, GM Transport Commissioner, and Steve Warrener, Managing Director TfGM, were then invited to provide a presentation on recent Bee Network updates. Points highlighted included:

- GM partners continued to work together to ensure that the Bee Network became a single trusted brand which supported the region's growing economy and connecting people to more opportunities.
- The Bee Network currently remained on time and on budget; was seeing increased bus usage and improved reliability; investing in new technologies; achieving record Metrolink patronage; hitting major Active Travel milestones; reducing ticket prices; and building modern facilities.
- It was highlighted that the 615 bus service from Wigan to Middlebrook was the first new bus service introduced under the Bee Network banner.
- Next steps were highlighted including the delivery of tranche 3 on time and on budget; more new safety officers being brought in across the network; continuing to make transport more affordable through a simplified structure; the commencement of phase 2 (rail integration of 8 lines into the network); and continuous improvement across the system.
- In terms of finances. The budget during the current year had been balanced by a small use of reserves and using capital funding to support service delivery. The recently announced £66m government funding for bus fares and bus services would go a long way to supporting funding requirements but still necessitated a small use of reserves at this time.

- Given that the usage of reserves was not sustainable on a long-term basis – the achievement of sustainability was a key business plan priority.

Andy Burnham, Mayor of Greater Manchester, welcomed the presentation and reflected upon the Bee Network entering its 'Phase 2' after the implementation of the multi-modal structure on 23 March 2025. This window up to early 2028 would be where focus would shift to the integration of the eight rail lines into the Network, and therefore confirmation was sought that this phase would carry the same level of momentum with the establishment of a clear timeline in collaboration with the rail networks detailing when each step in the process was expected to take place. The Greater Manchester Transport Commissioner confirmed that confirmed dates would be established in the new year with a similar programme to that which had been in place for the successful bus franchising.

RESOLVED /-

- That the presentation be noted.
- That it be noted that the timelines for GM Rail Integration into the Bee Network will be confirmed in the new year.

GMCA 174/24 VISION ZERO FOR GREATER MANCHESTER

Andy Burnham, Mayor of Greater Manchester, introduced a report sharing the final Vision Zero Strategy and Action Plan for Greater Manchester (GM) and provided an overview of GM wide road safety initiatives, which formed part of the Action Plan.

The item opened with the showing of a video produced as part of road safety week. The video highlighted the impact of dangerous driving through interviews with the family of Frankie Jules-Hough, who together with her unborn daughter was killed in an incident on the M66 where the perpetrator had been found to be driving at speeds of over 120mph whilst filming his actions on a mobile phone. Thanks, and condolences were expressed to the family of Frankie for their bravery in engaging with this project.

Peter Boulton, Network Director Highways, TfGM stated that there had been 10,000 killed or seriously injured on the roads of Greater Manchester in the past 10 years. With 799 of these being in 2023, and 45 of those 799 sadly resulting in fatalities. Vision Zero was about the families and friends of GM not suffering life changing injuries on the region's roads. It was about creating safe and attractive streets to encourage people to walk and cycle, improving health and air quality. It was about removing disruption from the road network to support the reliability of the Bee Network. It was also about addressing the sheer cost resulting from these accidents which currently ran into the region of £500m per year. The Strategy had been developed by the Safer Roads GM Partnership and brought together organisations from the whole of GM.

Deputy Mayor Kate Green, paid tribute to Dame Sarah Storey for being the driving force behind the implementation of Vision Zero and supporting elements such as the school streets initiative. It was stated that whilst there were detractors who stated that zero deaths on the roads of GM could never be achieved, this absolutely had to be the goal the region aimed for, as a single death on the roads was too many. The Deputy Mayor also highlighted the £1m Vision Zero innovation fund launched earlier in November. Partners were being encouraged to come forward with proposals relating to the fund.

Chief Fire Officer, Dave Russel (GMFRS), expressed his thanks to the team at TfGM for the delivery of the Strategy and welcomed the heavy emphasis placed on public engagement. He advised that GMFRS now attended more road traffic accidents than fires in the region, this shift in operational workload was particularly pronounced. The action plan presented a real opportunity for the region but would require a step change in collaboration to be fully realised.

Superintendent Gareth Parkin (GMP) stated that GMP officers would be pushing hard on this initiative. It would be challenging but it was absolutely the right thing to do and must be strived towards. Road traffic incidents were one of the worst things for officers to have to deal with, not just in terms of attendance at the time, but also in the sheer impact upon families after the fact, as evidenced in the video shown at the meeting. Andy Burnham, Mayor of Greater Manchester, made reference to a repeated complaint received from GM residents, which related to food delivery cyclists, who

were increasingly adopting anti-social and indeed dangerous tactics, cutting over pavements and through red lights, without lights and without reflective clothing. This needed to be reconsidered in the new year with the development of an appropriate code of practice similar to that developed in London.

Councillor Tom Ross welcomed the Strategy and noted that it made reference to another devastating loss of life in the region – Marcus Simmons-Allen, who had only been 18 years old, was killed in an accident by a driver travelling at around twice the speed limit in Broadheath near Altrincham, causing an unimaginable impact upon his family and friends.

Councillor Eamonn O'Brien stated that the Bee Network Committee would be treating the Vision Zero Strategy as a key part of its work load going forwards, and expressed thanks to all first responders who attended road traffic accidents, and the amazing levels of dedication they had to what was an extremely emotionally demanding role.

As phase 2 of the Bee Network commenced, alongside rail integration, highways would also need to be high on the agenda, as roads began to flow better through active travel there would also be the opportunity to work on better standards of driving.

RESOLVED /-

1. That the GMCA record its thanks to the family of Frankie Jules-Hough for their bravery and support for the Vision Zero Strategy.
2. That condolences be expressed to the family of Marcus Simmons-Allen
3. That the contents of the Vision Zero Strategy and Action Plan be noted.
4. That the final Vision Zero Strategy and Action Plan and the formal adoption of a Vision Zero ambition for GM, where no one will suffer death or life changing injuries on our roads, be approved.
5. That the launch of the £1m Vision Zero Innovation Fund earlier in November be noted.

6. That the GMCA record its thanks to Dame Sarah Storey for her support in driving forward the implementation of the Vision Zero Strategy and the School Streets initiative.
7. That it be noted that the development of a code of practice to address safety issues arising as a result of food delivery cyclists will be progressed in the new year.
8. That the GMCA record its thanks be to all first responders at road traffic accidents for their admirable dedication to what was an extremely emotionally demanding job.
9. That the importance of highways priorities within phase 2 of the Bee Network and wider active travel ambitions be noted.

GMCA 175/24 IMPLEMENTATION OF THE GM VCFSE ACCORD

Councillor Arooj Shah, Portfolio Lead for Communities & Equalities, presented a report which provided an update on the work that is currently taking place across Greater Manchester, including the implementation of the VCFSE Fair Funding Protocol, agreed by the CA in October 2023.

A huge amount of progress had already been made, with VCFSE sector representatives “at the table” in many places where important decisions were made across the NHS Health and Social Care, GMCA and Transport for Greater Manchester partnerships. The sector was playing a strong role across all the commitments and thematic areas of the Greater Manchester Strategy (GMS), and improvements had been made in support for the sector’s workforce, in communication, in partnerships and in service delivery.

However, at the current time there was huge pressure on both public budgets and the resources available for VCFSE activities, and recent months had seen significant developments that would affect future delivery. The VCFSE Accord and its associated workstreams had built capacity across the sector, but it was important that the commitment by the GMCA and its constituent local authorities was strengthened if

VCFSE organisations were going to continue to play their vital role in GM's communities and ambitions.

Work was ongoing between VCFSE leaders and public partners to explore the sector's role in the refreshed GMS and in Growth and Reform, including the delivery of flagship missions such as Live Well, the Bee Network, MBACC and Housing First. It was proposed that a further paper is brought to the CA for consideration early in 2025 which would describe a series of strategic undertakings in partnership with the VCFSE sector, which would be implemented through the VCFSE Accord.

RESOLVED /-

1. That the progress update and the next steps, as outlined at section 4, of the report submitted, be noted and that a further report be submitted to the GMCA for consideration early in 2025.

2. That an invitation should be extended to the Chair of the GM VCFSE Leadership Group to attend future meetings of the Combined Authority.

GMCA 176/24 FIVE YEAR ENVIRONMENT PLAN 2025-2030

Councillor Tom Ross, Portfolio Lead for Green City Region, presented the penultimate draft of the next Greater Manchester Five Year Environment Plan (2025-30) for approval, and provided an overview of the process undertaken to develop the Plan, plus the next steps prior to publication and launch in December 2024.

Councillor Ross noted highlights from the current plan. These included over £123m of investment in retrofitting nearly 10,000 homes; over £120m retrofitting public buildings; £26m invested in delivering renewable energy; 750 trees planted; 100km of new cycling infrastructure developed; and over 100 new electric buses delivered.

The report included a recent climate change risk assessment which painted a grim picture of the challenges that would be posed by climate change without further mitigation.

The revised plan built upon previous ambitions and aimed to ensure that everyone in GM had a healthy, low carbon, nature rich environment in which to live well, prosper and grow.

Councillor Tom Ross conveyed some of the comments raised when the Plan had been considered by the GM Overview & Scrutiny Committee recently. These included the need for a positive narrative throughout the plan to engage the public on the benefits; language that was concise, clear and understandable to all residents; highlighting the benefits of nature and carbon capture; and that the tone be focussed on encouraging residents to take their own actions on this agenda.

Members highlighted the continuing areas of concern around landfills. Particularly the consistently poor performance and quality of Pilsworth South Landfill between Bury and Rochdale, with many residents seeking for this site to be closed following the conclusion of the current contract. It was stated that reducing the need for landfills as much as possible was a key area of importance and the GM Waste & Resources Strategy would be considering alternative ways forward.

Members noted the read through from the Environment Plan into Spatial Planning and it was highlighted that there was a need to revisit the Waste & Minerals Plan ,as the existing plan was not up to date and would require consideration through AGMA.

RESOLVED /-

1. That the Greater Manchester Five Year Environment Plan, as contained within Annex 01, of the report submitted, be approved.
2. That the development process and next steps for its' professional design, publication and launch at the Green Summit on 9th December be noted.
3. That the Greater Manchester Climate Risk Assessment, as a technical appendix to the Plan (Annex 02), be noted.
4. That it be noted that the co-benefits sustainability assessment of the Plan was positive.

5. That the comments highlighted from the GM Overview & Scrutiny Committee consideration of the Plan be noted.
6. That the ongoing position in relation to the Pilsworth South Landfill be noted.
7. That the need to revisit the Waste & Minerals plan be noted and that this will be considered to AGMA in the new year.

GMCA 177/24

GM CHILDREN AND YOUNG PEOPLE PROGRAMME UPDATE

Councillor Mark Hunter, Portfolio Lead for Children and Young People, presented a report providing an update on a selection of strategically significant work areas.

A significant amount of work had taken place in this space, and it was the intention that early in the new year an update would be brought to the GMCA on early years SEND education and Be Well in particular.

The statement of intent by the new government to tackle profiteering within the children's residential market by demanding greater transparency over the profits made within this space was welcomed. There was an ambition to expand the regional care co-operative model – of which GM was one of two pathfinder areas. There was also an ambition to drive up foster and kinship care which was very welcome.

Reference was made to the Greater Manchester Pledge, an agreement between the 10 Greater Manchester authorities on the spending conditions for the use of agency social workers. The latest data available suggested that in 9 of the 10 Greater Manchester local authorities had been a particularly successful initiative. This also put Greater Manchester in a very strong position for national plans that were due to commence soon.

Reference was made to the recent issues at Tameside Council's children's services. The workforce challenges they had faced were fully recognised and how this had impacted their adherence to the Greater Manchester Pledge. Reassurance was provided to Tameside colleagues that the fellow Greater Manchester local authorities and the GMCA were committed to working with them to get them back in line with the

Pledge. Tameside representatives welcomed the support received from across Greater Manchester during this period and highlighted that there had been a new appointment to the role of Director of Children's Services who would contribute to making a significant improvement in the service offer at the authority.

Project Skyline, the ambitious project to develop ten new children's residential care homes continued at pace, with properties now starting to be acquired by preferred providers.

RESOLVED /-

1. That the updates on the Children and Young People's Programme be noted.
2. That the proposal to extend the existing travel offer for care-experienced young people up to age 25 be endorsed, subject to funding being identified and approved as part of the Transport Budget setting process.
3. That it be noted that an update on early years SEND education would be submitted to the GMCA in the new year.
4. That the update received on Children's Services at Tameside be noted, with thanks expressed to partners across the region for their recent support.
5. That the Mayor of Greater Manchester approved the proposal to extend the existing travel offer for care-experienced young people up to age 25, subject to funding being identified and approved as part of the Transport Budget setting.

GMCA 178/24

GREATER MANCHESTER INVESTMENT ZONE

Councillor Bev Craig, Portfolio Lead for Economy, Business & Inclusive Growth, presented a report setting out investment zone project allocations for 2025/26 in detail.

Members were reminded that this stemmed from the £80m in grant funding for Advanced Manufacturing & Materials over the five years between 2024/25 and

2028/29. The programme also permitted Greater Manchester to retain the growth in Business Rates with no reset over 25 years on two sites totalling 600 ha.

The GMCA was now preparing a profile for the £17.76 million of grant funding available for the second year of the programme, in anticipation of this being signed off by government between January and April 2025.

RESOLVED /-

1. That the proposed approach be noted.
2. That authority be delegated to the Group Chief Executive Officer, in consultation with the Group Treasurer and the Economy Portfolio Chief Executive and Leader, to negotiate with Government and agree project allocations in each financial year to 2028/29. An annual programme update will then be provided to the GMCA setting out project progress, risks, and the impact of the funded interventions.

**GMCA 179/24 GREATER MANCHESTER ONE NETWORK CONNECTIVITY
PARTNER PROCUREMENT**

Councillor Nicholas Peel, Portfolio Lead for GM Digital, presented a report setting out progress on Greater Manchester One Network implementation and summarising the outcome of a tender process to extend One Network to include connectivity services for sites that are not served by the GM Local Full Fibre Network (LFFN) and GM One Network.

RESOLVED /-

1. That approval be given to the GMCA entering into the contract with Teltent for GM One Network Connectivity Managed Services Partner services valued at up to £3m to enable services that provide connectivity to more sites, creating an agreement that can be drawn on for the benefit of partners in GM One Network (at their cost); noting that orders under the contract will be subject to the governance set out in the report and decisions in accordance with the Constitution.

GMCA 180/24

GMCA REVENUE UPDATE QUARTER 2 2024/25

Councillor David Molyneux, Portfolio Lead for Resources & Investment, presented a report informing members of the Greater Manchester Combined Authority financial position at the end of September 2024 (Quarter 2) and forecast revenue outturn position for the 2024/25 financial year.

RESOLVED /-

1. That the forecast position at 30th September 2024 be noted.
2. That an increase to the Mayoral budget of £80k funded from Mayoral reserves towards spend on mayoral priorities (para 3.2) be approved.

GMCA 181/24

GMCA CAPITAL UPDATE QUARTER 2 2024/25

Councillor David Molyneux, Portfolio Lead for Resources & Investment, presented an update in relation to the Greater Manchester Combined Authority's 2024/25 capital expenditure programme.

RESOLVED /-

1. That the current 2024/25 forecast of £581.8m compared to the previous forecast of £636.3m be noted.
2. That the addition of £0.3m National Highways funding to the 2024/25 capital programme to design and deliver a further 23 bus stop upgrades in Oldham, Tameside and Manchester, as outlined in section 2.7.5, as part of the Bus Infrastructure programme be approved.

GMCA 182/24

**GREATER MANCHESTER INVESTMENT FRAMEWORK,
CONDITIONAL PROJECT APPROVAL**

Councillor David Molyneux, Portfolio Lead for Resources & Investment, presented a report seeking approval of an equity investment of up to £300k to Shopblocks Limited

and two investments through GMCA's Advanced Manufacturing and Materials Investment Fund, GM Advance, alongside an update on the loan to Sustainable Ventures (North) Limited.

RESOLVED /-

1. That an equity investment of up to £300,000 to Shopblocks Limited be approved.
2. That an equity investment of £250,000 to Molymem Limited be approved.
3. That an equity investment of £150,000 to Wull Technologies Limited be approved.
4. That the update on the loan to Sustainable Ventures (North) Limited be noted.
5. That authority be delegated to the Group Treasurer in consultation with the Group Monitoring Officer to review the due diligence information in respect of the above investments, and, subject to their satisfactory review and agreement of the due diligence information and the overall detailed commercial terms of the investments, to sign off any outstanding conditions, issue final approvals and complete any necessary related documentation in respect of the investments noted above.

GMCA 183/24 EXCLUSION OF THE PRESS AND PUBLIC

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

GMCA 184/24 GM INVESTMENT FRAMEWORK RECOMMENDATIONS

Clerk's Note: This item was considered in support of the report considered in Part A of the agenda (GMCA 182/24).

RESOLVED /-

That the report be noted.

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