

Lynne Ridsdale
Chief Executive

<i>Our Ref</i>	C/RE
<i>Date</i>	4 November 2025
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TO: All Members of Council

Councillors : A Arif, S Arif, N Bayley, R Bernstein, D Berry, C Birchmore, C Boles, A Booth, R Brown, C Cummins, D Duncalfe, U Farooq, E FitzGerald, N Frith, I Gartside, R Gold, D Green, J Grimshaw, S Haroon, J Harris, M Hayes, J Hook, K Hussain, B Ibrahim, J Lancaster, G Marsden, L McBriar, G McGill, C Morris, E Moss, E O'Brien, T Pilkington, A Quinn, D Quinn, T Rafiq, M Rahimov, I Rizvi, M Rubinstein, J Rydeheard, L Ryder, K Simpson, L Smith, M Smith, J Southworth, G Staples-Jones, T Tariq, S Thorpe, D Vernon, S Walmsley, M Walsh and Y Wright

Dear Member/Colleague

Council

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

Date:	Wednesday, 12 November 2025
Place:	Council Chamber - Town Hall
Time:	7.00 pm
Briefing Facilities:	If Members require briefing on any particular item on the Agenda, the appropriate Director/Senior Officer originating the related report should be contacted.
Notes:	

AGENDA

The Agenda for the meeting is attached.

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

Yours sincerely

A handwritten signature in dark ink, appearing to read 'Widdale', is positioned below the 'Yours sincerely' text.

Chief Executive

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

AGENDA

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTEREST

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

3 MAYORAL COMMUNICATIONS AND ANNOUNCEMENTS

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

4 MINUTES (Pages 5 - 8)

Minutes attached.

5 PUBLIC QUESTION TIME

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

6 RECOMMENDATIONS OF CABINET AND COUNCIL COMMITTEES

Committee/Date	Subject	Recommendation
Cabinet – 15 October 2025	Schools Finance Team Phased Reduction	Agree the deletions of the following posts within the schools finance team through accepting voluntary early retirement applications, support the payment of voluntary early retirement and capital costs associated <ul style="list-style-type: none">• Schools finance officer proposed end date 31 October 2025.• Senior schools finance officer proposed end date 30 June 2026
Cabinet – 5 November 2025	Freedom of the Borough	To approve that both nominations be progressed and a ceremony to be arranged for January 2026
Licensing and Safety Committee – 6 November 2025	Licensing Act 2003 – Review of the Statement of Licensing Policy	It is recommended that the attached draft statement of licensing policy be accepted without amendment. Widespread consultation has not revealed any major problems with the existing policy.

a Schools Finance Team Phased Reduction (Pages 9 - 14)

Report of the Deputy Leader and Cabinet Member for Finance and Transformation is attached.

b Freedom of the Borough (Pages 15 - 18)

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

c Licensing Act 2003 - Review of the Statement of Licensing Policy (Pages 19 - 126)

A report from the Executive Director (Corporate Core) is attached.

7 LEADER' STATEMENT AND CABINET QUESTION TIME (Pages 127 - 156)

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

A member may ask a verbal question of the Leader, any Member of the Cabinet or Chair of a Committee about any matter on the Council agenda and which the Council has powers or duties or which affects the Borough. Only one verbal question per Councillor. (15 minutes)

8 COMBINED AUTHORITY REPORT AND QUESTIONS TO THE COUNCIL'S COMBINED AUTHORITY REPRESENTATIVES (Pages 157 - 166)

(A) A combined authority update report is attached, for information

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

9 NOTICES OF MOTION (Pages 167 - 174)

10 COUNCIL MOTION TRACKER (Pages 175 - 178)

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

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

12 QUESTIONS ON THE WORK OF OUTSIDE BODIES OR PARTNERSHIPS

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

Minutes of: COUNCIL

Date of Meeting: 17 September 2025

Present: The Worshipful the Mayor (Councillor , in the Chair)
Councillors A Arif, S Arif, N Bayley, R Bernstein, D Berry,
C Birchmore, C Boles, A Booth, R Brown, D Duncalfe,
U Farooq, E FitzGerald, N Frith, I Gartside, R Gold, D Green,
J Grimshaw, S Haroon, J Harris, M Hayes, J Hook, K Hussain,
B Ibrahim, J Lancaster, G Marsden, L McBriar, G McGill,
C Morris, E Moss, E O'Brien, T Pilkington, A Quinn, D Quinn,
M Rahimov, I Rizvi, M Rubinstein, J Rydeheard, L Ryder,
L Smith, J Southworth, G Staples-Jones, T Tariq, S Thorpe,
D Vernon, S Walmsley, M Walsh and Y Wright

Apologies for Absence C Cummins, T Rafiq, K Simpson and M Smith

Public Attendance: 8 members of the public attended the meeting.

C. 14 APOLOGIES FOR ABSENCE
C. 15 DECLARATIONS OF INTEREST

There were no declarations of interest made at the meeting.

C. 16 MAYORAL COMMUNICATIONS AND ANNOUNCEMENTS

The Mayor as Bury's first citizen updated Members of the Council on work undertaken since the last meeting.

C. 17 MINUTES

The minutes of the meeting held on 16 July 2025 were approved as correct record and signed by the Mayor.

C. 18 PUBLIC QUESTION TIME

Notice had been received of the following questions:

Questioner	Topic	Responding
Alex Abbey	Houses in Multiple Occupation	Councillor O'Brien
Carol Bernstein	Ainsworth Road	Councillor Quinn

Questions without notice:

Questioner	Topic	Responding
Reg Dixon	Blocked gutters	Councillor Quinn
Andrew Luxton	Blocked grids in Walshaw and Tottington	Councillor Quinn

C. 19 RECOMMENDATIONS OF CABINET AND COUNCIL COMMITTEES

a

APPOINTMENTS UPDATE

It was moved by Councillor Gold and seconded by Councillor O'Brien and on being put, with 41 Members voting for and 6 members abstaining; that, Council, approves:

- Council notes the appointments and amendments to appointments made since the Annual Meeting of Council as set out in the Appendices.

b

2024/25 TREASURY OUTTURN REPORT

It was moved by Councillor Thorpe and seconded by Councillor O'Brien and on being put, with all Members voting for, that, Council, approves:

- Note the:
 - Treasury Management 2024/25 Outturn Report.
 - 2024/25 Prudential and Treasury Indicators.

C. 20

LEADER'S STATEMENT AND CABINET QUESTION TIME**(a) Written question (Notice given)**

The Leader of the Council, Councillor E O'Brien, made a statement on the work undertaken by him since the date of the last Council meeting.

The Leader and the relevant Cabinet Members answered questions raised by Councillors on the following issues:

	Questioner	Cabinet Member	Topic
1	Cllr A Arif	Cllr Walmsley	Armed forces covenant
2	Cllr Ryder	Cllr L Smith	Ofsted inspection
3	Cllr Harris	Cllr A Quinn	Ainsworth Road
4	Cllr Lancaster	Cllr Gold	IT outages
5	Cllr Birchmore	Cllr Tariq	Ageism
6	Cllr Farooq	Cllr Morris	MET's 50 th anniversary
7	Cllr Haroon	Cllr Fitzgerald	Bringing the housing stock in house
8	Cllr Rydeheard	Cllr Quinn	Fly tipping
9	Cllr McBriar	Cllr Tariq	Recent doctors strike
10	Cllr Berry	Cllr Thorpe	Debt situation
11	Cllr Hook	Cllr Walmsley	ASB
12	Cllr D Quinn	Cllr A Quinn	135 bus service

Due to the lack of time to answer questions 13 to 26 inclusive, the Leader gave an undertaking that copies of those questions and responses will be circulated to all Councillors. The Leader also gave an undertaking to make these available on the Council Web Site.

b) Verbal Questions

The Leader received verbal questions from the following Councillors present:

Cllr Birchmore, Cllr Rydeheard, Cllr Bernstein, Cllr Wright

	Questioner	Cabinet Member	Topic
1	Cllr Birchmore	Cllr O'Brien	Data reporting and data used
2	Cllr Rydeheard	Cllr O'Brien	Responses to petitions
3	Cllr Bernstein	Cllr O'Brien	Building on the signing of the statement by the Muslim and Jewish community
4	Cllr Wright	Cllr A Quinn	Voluntary groups
5	Cllr Ibrahim	Cllr Walmsley	Knife crime and education institutions
6	Cllr S Arif	Cllr O'Brien	Parking permits
7	Cllr Hayes	Cllr A Quinn	Green flag parks
8	Cllr Lancaster	Cllr A Quinn	Westminster Avenue
9	Cllr Hussain	Cllr Walmsley	Gangs from outside Bury
10	Cllr A Arif	Cllr O'Brien	United Utilities
11	Cllr McBriar	Cllr O'Brien	Visits to twinning town
12	Cllr Gartside	Cllr Walmsley	Car theft in Tottington
13	Cllr Green	Cllr Tariq	Adult social care inspection

C. 21 COMBINED AUTHORITY REPORT AND QUESTIONS TO THE COUNCIL'S COMBINED AUTHORITY REPRESENTATIVES

The Council received a report on the work of the Combined Authorities. The following questions had been received in accordance with Council Procedure Rules:

Questioner	Combined Authority Member	Topic
Cllr Moss	Cllr Walmsley	Tacking shops who are breaking the law
Cllr Boles	Cllr A Quinn	Extension of Our Pass
Cllr Rydeheard	Cllr A Quinn	Clean air zone
Cllr Vernon	Cllr Walmsley	GMP officers
Cllr Hayes	Cllr A Quinn	Older persons pass
Cllr Lancaster	Cllr A Quinn	Speed cameras
Cllr McBriar	Cllr A Quinn	135 bus service
Cllr Gartside	Cllr Walmsley	Police officers
Cllr Hussain	Cllr A Quinn	Bee network

C. 22 NOTICES OF MOTION

(i) Houses of Multiple Occupancy

Council considered a motion in the names of A Arif, Bayley, Boles, Cummins, Farooq, Fitzgerald, Frith, Gold, Green, Grimshaw, Haroon, Hayes, Hook, Ibrahim, McGill, Morris, Moss, O'Brien, Pilkington, A Quinn, D Quinn, Rafiq, Rahimov, Rizvi, Rubinstein, Ryder, L Smith, Southworth, Staples-Jones, Tariq, Thorpe and Walmsley, S Arif, Brown, Gartside, Harris, Hussain and Rydeheard

The motion was moved by Councillor Rydeheard and seconded by Councillor Tariq and on being put; with 45 members voting for; 1 member voting against and the Mayor abstaining, the Mayor declared the motion carried.

(ii) The Casey review and Taxi Licensing

Council considered a motion in the names of Bernstein, Lancaster, McBriar and Vernon.

Cllr S Arif left the meeting during this discussion

The motion was moved by Councillor McBriar and seconded by Councillor Bernstein and on being put; with 46 members voting for; 0 members voting against and no abstentions, the Mayor declared the motion carried.

(iii) Electric bikes

Council considered a motion in the names Carol Birchmore, Cllr Donald Berry, Cllr Andrea Booth, Cllr Des Duncalfe, Cllr Glyn Marsden, Cllr Ken Simpson, Cllr Mike Smith and Cllr Mary Walsh

The motion was moved by Councillor Duncalfe and seconded by Councillor Berry and on being put; with 46 members voting for; 0 members voting against and no abstentions, the Mayor declared the motion carried.

C. 23 FOR INFORMATION ONLY - COUNCIL MOTION TRACKER

Attached for information only.

C. 24 SCRUTINY REVIEW REPORTS AND SPECIFIC ITEMS "CALLED IN" BY SCRUTINY COMMITTEES

There were no scrutiny review reports and specific items "called in" by scrutiny committees.

C. 25 QUESTIONS ON THE WORK OF OUTSIDE BODIES OR PARTNERSHIPS

There were no questions on the work of outside bodies or partnerships.

THE WORSHIPFUL THE MAYOR

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



Classification: Open	Decision Type: Non-Key
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Report to:	Cabinet	Date: 15 October 2025
Subject:	Schools Finance Team Phased Reduction	
Report of	Deputy Leader and Cabinet Member for Finance and Transformation	

Summary

1. Schools in Bury were initially slow to academise, but there has been a significant increase in the rate of conversion over the last 18 months. As of June 2025, there were 32 maintained schools and 52 academies. Further conversions are in the pipeline with dates to be confirmed.
2. The schools finance team deliver the finance SLA to maintained schools and some academies. The senior schools finance officer manages the team, produces the schools budget and completes statutory reporting requirements in relation to schools and the Dedicated Schools Grant.
3. Due to the reduction in workload and loss of SLA income following academy conversions, the proposal is to phase down the schools finance team through accepting voluntary early retirement applications and to incorporate the statutory/residual work into the Children's and Young People Finance Team.

Recommendation(s)

4. Agree the deletions of the following posts within the schools finance team through accepting voluntary early retirement applications, support the payment of voluntary early retirement and capital costs associated and commend this proposal to Council for their agreement:
 - Schools finance officer proposed end date 31 October 2025.
 - Senior schools finance officer proposed end date 30 June 2026.

Reasons for recommendation(s)

5. The proposed phase down approach of reducing the schools finance team is to ensure that the forecast schools buy back SLA income covers the cost of providing the service to maintained schools.

Alternative options considered and rejected

6. None

Report Author and Contact Details:

Name: Neil Kissock

Position: Director of Finance

Department: Corporate Core Services

E-mail: N.Kissock@bury.gov.uk

Background

7. The schools finance team deliver the Finance SLA to maintained schools and some academies. The seniors schools finance officer manages the team, produces the schools budget and completes statutory reporting requirements in relation to schools and the Dedicated Schools Grant.
8. Schools in Bury were initially slow to academise, but there has been a significant increase in the rate of conversion over the last 18 months. As of June 2025, there were 32 maintained schools and 52 academies. Further conversions are in the pipeline with dates to be confirmed.

Year	No. Converted	New Schools	Cumulative No. Academies	Remaining Maintained Schools	Total
2011	1		1	81	82
2012	0		1	81	82
2013	0		1	81	82
2014	2		3	79	82
2015	1		4	78	82
2016	0		4	78	82
2017	5		9	73	82
2018	4		13	69	82
2019	7		20	62	82
2020	5		25	57	82
2021	1		26	56	82
2022	3		29	53	82
2023	4		33	49	82
2024	13	2	48	36	84
2025	4	0	52	32	84
2025 - forecast	5	0	57	27	84
2026 - forecast	10	0	67	17	84

9. Included in the forecast above are:

2025 – Autumn Term

- Two confirmed high school conversions.
- Two primary school conversions, applications already submitted to DfE.
- One further primary school conversion, as indicated by school and Trust.

2026

The five remaining Catholic primary schools to convert May 2026, as indicated by the Trust and five further primary school conversions forecast, based on the recent rate of conversions, and discussions taking place.

Proposal

10. Due to the reduction in workload and loss of SLA income following academy conversions, the proposal is to phase down the schools finance team and to incorporate statutory/residual work into the wider CYP Finance Team.
11. There is opportunity for the schools statutory work to be absorbed within the proposed finance restructure, whilst retaining one school finance officer post to continue to provide finance support to maintained schools that have not converted.

Post	Grade	F.T.E.	Top of Grade £	On-Cost £	TOTAL £
Senior Schools Finance Officer	16	1.00	£53,460	£17,693	£71,153
Schools Finance Officer	12	1.00	£44,075	£14,456	£58,531
Schools Finance Officer	12	1.00	£44,075	£14,456	£58,531
Schools Finance Officer	12	1.00	£44,075	£14,456	£58,531
Schools Finance Support Officer	6	1.00	£25,989	£8,216	£34,205
TOTAL		5.00	£211,674	£69,277	£280,951

12. In addition to the academisations, is the finance restructure & transformation programme, as a result, the senior schools finance officer, 2x schools finance officers and the schools finance support officer will be surplus to requirements over the coming 18 months.
13. The tables below show the forecast schools buy back SLA income reducing and the need to reduce staffing cost, otherwise the service will be unable to recover costs.

Service Level Agreement	2024-25 Actual	2025-26 Forecast	2026-27 Forecast
Full School Finance Support	£246,390	£150,320	£98,900
Basic Reports	£1,920	£1,280	£660
School Bank Accounts	£3,400	£2,650	£1,760
TOTAL	£251,710	£154,250	£101,320

Current Establishment Cost

Schools Finance Team Posts	2024-25 Actual	2025-26 Forecast	2026-27 Forecast	2027-28 Forecast
Schools Finance Officer *	£43,574	£0	£0	£0
Schools Finance Support Officer *	£32,045	£34,205	£0	£0
Schools Finance Officer *	£44,540	£46,825	£0	£0
Schools Finance Officer	£55,252	£58,531	£58,531	£0
Schools Finance Officer	£55,675	£58,531	£58,531	£58,531
TOTAL	£231,086	£198,092	£117,062	£58,531

Schools SLA Over/(Under) Recovery	£20,624	(£43,842)	(£15,742)	
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Proposed Establishment Cost with Phasing Down

Schools Finance Team Posts	Proposed End Date	2024-25 Actual	2025-26 Forecast	2026-27 Forecast	2027-28 Forecast
Schools Finance Officer *	31-Dec-24	£43,574	£0	£0	£0
Schools Finance Support Officer *	30-Sept-25	£32,045	£17,103	£0	£0
Schools Finance Officer *	31-Oct-25	£44,540	£27,314	£0	£0
Schools Finance Officer	31-Dec-26	£55,252	£58,531	£43,898	£0
Schools Finance Officer		£55,675	£58,531	£58,531	£58,531
TOTAL		£231,086	£161,479	£102,429	£58,531

Schools SLA Over/(Under) Recovery	£20,624	(£7,229)	(£1,109)	
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Note:

- One Schools Finance Officer left the Council on the 31 December 2024 and the Schools Finance Support Officer left the Council on the 30 September 2025.
- One schools finance officer post is 0.8 FTE due to secondment to Unison one day per week, however, the substantive post is full-time.

Voluntary Early Retirement

14. Applications for Voluntary Early Retirement, with severance, have been received from two members of the schools finance team, with a further member of staff indicating they would be interested in applying. The proposed end date for each post is shown in the establishment costs tables above.

Financial Implications

15. The proposal is to phase down the schools finance team as set out in the above tables and the estimated exit cost implications are set out below, exit costs will be funded through a combination of the capital pension allowance and the flexible use of capital receipts, acknowledging those exit costs over £100k require Cabinet and Council approval.

Post	Proposed End Date	Estimated Exit Cost	3 Years Salary Cost
Schools Finance Officer	31-Oct-25	£112,729	£175,593
Schools Senior Finance Officer	30-Jun-26	£146,101	£213,459
Schools Finance Officer	TBC	TBC	£175,593
TOTAL		£258,830	£564,645

Links with the Corporate Priorities:

16. These proposals seek to support the Council in ensuring it has the right structure and capacity in place to deliver against the Corporate Plan and LET'S Do It Strategy going forwards.

Equality Impact and Considerations:

17. The proposals do not affect Council policy and are delivered within the scope of the agreed Voluntary Exits Policy which has been subject to a full Equality Impact Assessment.

Environmental Impact and Considerations:

18. No negative impacts identified.

Assessment and Mitigation of Risk:

Risk / opportunity	Mitigation
The proposed changes remove capacity and experience necessary to organisational delivery	The proposed departure dates and future structural arrangements have been designed to mitigate this risk.

Legal Implications:

19. The Supplementary Guidance (Openness and Accountability in Local Pay) supplements the existing pay accountability guidance published in February 2012 made under section 40 of the Localism Act 2011. Requires Local

Authorities to present to Council for approval, details of any severance package paid to an officer where the value of the package exceeds £100,000.00.

Financial Implications:

20. The estimated capital costs of £258,830 will be funded through a combination of the capital pension allowance and the flexible use of capital receipts, that can support redundancy costs where service transformation and financial savings are achieved. There will be no further direct impact on the Council's general fund budget from this decision.

Appendices:

None

Background papers:

None

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

Term	Meaning



Classification: Open	Decision Type: Non-Key
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Report to:	Cabinet	Date: 5 November 2025
Subject:	Freedom of the Borough	
Report of	Leader and Cabinet Member for Strategic Growth	

Summary

1. The conferment of the Honorary Freedom of a Borough has been established since 1885 as the highest honour which the local authority can bestow. To be granted the title of Honorary Freeman is a mark of distinction upon the person whom the Council wishes to honour.
2. To be granted the title of Honorary Freeman is a mark of distinction upon the person whom the Council wishes to honour.
3. Freedom itself carries no privilege and is purely an honour, reflecting the eminence of the person on whom it is conferred or as recognition of significant and valuable services rendered to the city or borough by that person. It is normally an honour or award to men or women of note who have lived or worked in the city/borough, and who are proud to be a part of the city/borough's history by becoming freemen or in the case of HM Services Units, Freedom of the Borough. It should not be awarded to serving councillors.
4. The overriding principle is that these awards should be made on merit, defined as:
 - Achievement
 - Exceptional Service
5. To be considered, the nominee should meet at least two of the following criteria:
 - Delivered in a way that has brought distinction to borough life and enhanced the borough's reputation in the area or activity concerned
 - Contributed in a way to improve the lives of those less able to help themselves
 - Demonstrated innovation and entrepreneurship which is delivering results in the borough
6. The recommendation to confer the status of Freeman is made by Group Leaders and the Mayor, following nomination by any elected member. For candidates to be considered they must be able to demonstrate a strong and continuing connection with, and commitment to, the borough or have made a major contribution to national life and in doing so, have enhanced the reputation of the borough.
7. To assist it is suggested that this could include the following:
 - Artistic and cultural endeavours
 - Business, economic growth and prosperity
 - Charitable work

- Improvement to the built and natural environment
 - Religious and spiritual life Sports activities
 - Civic service
8. Only in exceptional circumstances should consideration be given to the admission of organisations.
9. At a meeting of the Democratic Arrangements Forum Group Leaders considered the following nominations:
- Keith and Helen Atkinson – Nominated by the Labour Group
 - Councillor Joan Grimshaw – Nominated by the Labour Group
10. The Group Leaders agreed to progress these nominations.

Recommendation(s)

11. The Democratic Arrangements Forum recommends to Cabinet that both nominations be progressed and a ceremony to be arranged for January 2026.

Reasons for recommendation(s)

12. Group Leaders agreed that both nominees be progressed to recognise their achievements as well as their exceptional service.

Alternative options considered and rejected

13. No additional nominations were considered.

Report Author and Contact Details:

Name: Rachel Everitt
Position: Elections and Land Charges Manager
Department: Democratic Services
E-mail: r.everitt@bury.gov.uk

Legal Implications:

14. The Freedom of the Borough protocol stipulates that the Group Leaders and the Mayor will consider the nomination against the criteria and decide if it should be submitted to Cabinet for consideration. Cabinet will then make a recommendation to Council that the honour is bestowed.
15. Alternatively they may decide that the nomination is not suitable as it does not meet the criteria.
16. The Leader shall report to Council and, should Council accept the nomination, a Special Meeting of Council would then be called to pass the resolution pursuant to Section 249 of the Local Government Act 1972, for the admission as Honorary Freemen of the Borough of the relevant persons

Financial Implications:

17. The cost associated with granting Freedom of the Borough will be met from within the existing democratic services budget.

Appendices:

None

Background papers:

Freedom of the Borough Protocol

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

Term	Meaning

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Classification	Item No.
Open / Closed	

Meeting:	Licensing and Safety Committee Full Council
Meeting date:	Licensing and Safety Committee – 6 November 2025 Full Council – 12 November 2025
Title of report:	LICENSING ACT 2003 – REVIEW OF THE STATEMENT OF LICENSING POLICY
Report by:	Executive Director (Corporate Core)
Decision Type:	Council
Ward(s) to which report relates	All

Executive Summary

The Licensing Act 2003 requires the Local Authority as Licensing Authority to prepare and publish a statement of licensing policy at least every five years. The existing policy was agreed by the Council on the 20 November 2020 with an effective date of the 7th January 2021.

Options & Recommended Options

- The policy as presented can be accepted, amended or rejected but to comply with the statute a revised policy has to be agreed by Council by the 7th January 2026.

It is recommended that the attached draft statement of licensing policy be accepted without amendment. Widespread consultation has not revealed any major problems with the existing policy.

Key considerations

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

This paper is within the public domain.

Community impact / Contribution to the Bury 2030 Strategy

Not applicable

Equality Impact and considerations:

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

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

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

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

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

Assessment of Risk:

The following risks apply to the decision:

Risk / opportunity	Mitigation
If the Authority does not have a revised policy in place by 7 th January 2026 it will be unable to fulfil it's duties under the Act Therefore the Authority would be acting ultra vires	Consultation has taken place before the report is placed before the Licensing and Safety Committee for consideration and Full Council for ratification

Consultation:

A consultation has been undertaken for a 5-week period between the 17 September 2025 and 22 October 2025.

An equality impact assessment has been carried out and the impact is regarded as generally neutral within the terms of the objectives except for a positive impact as regards the protection of children from harm.

Legal Implications:

The Council must comply with the Licensing Act 2003 and statutory guidance which require the Council to have a licensing policy and to carry out a review of this policy.

Financial Implications:

The revenue budget includes provision for expenditure and income associated with the licensing activities covered by this policy. The proposed changes to the policy are not anticipated to result in any significant change to resource requirements.

Report Author and Contact Details:

Mr M Bridge
Licensing Office
3 Knowsley Place
Duke Street
Bury
Telephone No: 0161 253 5209
Email: m.bridge@bury.gov.uk

Background papers:

Application form

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

Term	Meaning
None	

1.0 Background

- 1.1 The Licensing Act 2003 regulates the sale and supply of alcohol, the provision of regulated entertainments and the provision of late night (hot) refreshment.
- 1.2 The Act requires the Local Authority as Licensing Authority, to carry out a review of it's Statement of Licensing Policy every 5 years and to publish the result.
- 1.3 The existing Statement of Licensing Policy was agreed by Council on the 20 November 2020 and took effect from the statutory deadline of the 7 January 2021. To comply with the statutory five year review period, the outcome of the review must be agreed before the 7th January 2026.
- 1.4 The Act stipulates four defined licensing objectives, namely:
 - The prevention of crime or disorder
 - Public safety
 - The prevention of public nuisance
 - The protection of children from harm

These are the only objectives that can be considered for licensing purposes.

2.0 ISSUES

- 2.1 In preparing the policy, a Licensing Authority must have regard to the Secretary of State's Guidance issued under Section 182 of the Act. This guidance is quite prescriptive in a number of areas.
- 2.2 A copy of the revised Statement of Licensing Policy is attached at Appendix 1.
- 2.3 An equality impact assessment has been carried out and the impact is regarded as generally neutral within the terms of the objectives except for a positive impact as regards the protection of children from harm.

3.0 CONSULTATIONS

- 3.1 The consultation has been undertaken for a 5 week period between the 17 September 2025 until the 22 October 2025.
- 3.2 The Act requires consultation with a number of consultees defined in statute legislation as follows:
 - The Chief Officer of Police;
 - The Fire & Rescue Service;
 - Local Authority's Director of Public Health in England (DPH) which is in the licensing authority's area,

- Persons/bodies representative of local holders of premises licences;
- Persons/bodies representative of local club premises certificates;
- Persons/bodies representative of local holders of personal licence holders;
- Persons/bodies representative of businesses and residents in it's area.

3.3 Additionally all responsible authorities defined within the Act, have been included in the consultation. A full list of consultees is attached as Appendix 2.

3.4 The consultation has also been published on the Council website.

3.5 The feedback is attached as Appendix 3.

4.0 CONCLUSIONS

4.1 The current policy has been in existence for five years and to date has not been challenged formally or informally.

4.2 Feedback from consultees has been minimal.

4.3 The policy can be reviewed at any time during the five year cycle to take account of emerging issues.

4.4 The policy will need to be agreed by Council at the meeting on the 12 November 2025 if a special Council Meeting is to be avoided.

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Appendix 1 – Revised Statement of Licensing Policy

**BURY COUNCIL
STATEMENT OF LICENSING POLICY
2026-2031**

**Consultation Ended
22/10/25**

STATEMENT OF LICENSING POLICY
Licensing Act 2003

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Please note: Whilst this policy endeavours to reflect the legal requirements of the Licensing Act 2003. The Act rather than the Policy will be the definitive reference source for such requirements.

Ratified by Council on XXXX.

To find out more about any licensing related matter please contact
Licensing Office at Bury Council, 3 Knowsley Place, Duke Street, Bury, BL9 0EJ.
Email: licensing@bury.gov.uk
Telephone Number: 0161 253 5208.

i) Glossary

The Act

The Licensing Act 2003 as amended.

Applicant – within the statement of licensing policy may mean applicant, licence holder, club premises certificate holder as appropriate

Designated premises supervisor/DPS

Designated person with day to day control in premises that sell alcohol (specified on the Premises Licence).

NB there is no requirement for a DPS in premises operated through a club premises certificate

Interested Parties

- persons who live, or are involved in a business, in the relevant licensing authority's area
- a member of the relevant licensing authority.

Licensing Authority (the Authority)

Bury Council

Licensing Objectives:

A Licensing Authority must carry out its functions under the Licensing Act 2003 with a view to promoting the licensing objectives, these are:

- a) The prevention of crime and disorder;
- b) Public safety;
- c) The prevention of public nuisance and
- d) The protection of children from harm.

The Licensing Register

The Licensing Register contains details of all Premises Licences and Club Premises Certificates. The register is available on the Council's website.

Operating schedule

Document prepared by an applicant as an essential part of the application. It will detail the licensable activities to be carried out at the premises, the hours of operation which may be different for different activities, the steps to be taken to support the licensing objectives and where alcohol is sold details of the designated premises supervisor.

Relevant Representations

There are various types of applications that can be made under the Act, and in most cases representations are invited in relation to them. However, to be considered by an Authority they must be 'relevant representations' as defined by the Act.

A 'relevant representation' is one that is made in writing and:

- is about the likely effect of the licence on the promotion of the licensing objectives;

- has been made by a responsible authority, or other person as defined by the Act, within the relevant time period as prescribed by regulation;
- has not been withdrawn; and
- has not been determined by the Licensing Authority as frivolous or vexatious (or repetitious in respect of a review).

Responsible Authorities – bodies defined within the Act as detailed at appendix 1.

Secretary of State's guidance

Guidance issued under Section 182 of the Act; to which the Licensing Authority must have regard in discharging its duties.

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iii) Consultees

The revised policy is subject to consultation. A full list of consultees can be found at Appendix 11. All consultation responses will be published on the Bury Council website and available from the Licensing Service by emailing licensing@bury.gov.uk

The act requires the Council to consult various bodies, to meet that requirement; the following Responsible Authorities have been consulted:

- the Chief Officer of Greater Manchester Police;
- the Fire Authority Greater Manchester Fire and Rescue Service
- Local Authority's Director of Public Health in England (DPH) which is in the licensing authority's area,
- the local enforcing authority for the Health and Safety at Work etc. Act 1974 (the Council's Environmental Health Team for the majority of premises on which licensable activities are carried on; in other cases the Health and Safety Executive is responsible);
- the local authority with responsibility for Environmental Health;
- the local Planning Authority;
- the Public Health Authority;
- the Council's Trading Standards Team (Chief Inspector of Weights & Measures)

- the Area Child Protection Committee, and;
- any other relevant Licensing Authority in whose area a part of the premises are situated Further to the minimum requirement's around consultation.

The Council also consulted representatives of holders of premises licences, club premises certificates, businesses and residents in the Borough.

A public consultation for a 5 week period was also carried out and full details of the proposed changes to the policy will be published on Bury Council's website. All replies received in response to the consultation will be considered before the policy is finalised and approved.

1.1 Introduction

The Licensing Act 2003 requires the Authority in respect of each 5 year period to determine and publish a statement of licensing policy with respect to the exercise of its licensing functions. The Act requires the Authority to consult various bodies before determining and reviewing the policy. Reviews will be conducted using the same process as the original consultation.

Bury Council is the Licensing Authority (the Authority) for the licensing of licensable activities under the provisions of the Licensing Act 2003 (the Act). Appendix 2 identifies the delegation of functions within the Authority.

1.2 Scope of The Policy

This policy relates to the licensable activities as defined by the Act:

- a) Retail sales of alcohol.
- b) The supply of alcohol by or on behalf of a club.
- c) Providing the following regulated entertainment in the presence of an audience.
 - i) Performance of a play
 - ii) Exhibition of a film
 - iii) An indoor sporting event
 - iv) Boxing or wrestling entertainment
 - v) Performance of live music
 - vi) Playing of recorded music (excluding incidental music)
 - vii) A performance of dance
 - viii) Entertainment of a similar description to that falling within v), vi) and vii).
- d) Providing late night hot refreshment at any time between 11pm and 5am for consumption on or off the premises.

1.2.1 In undertaking its licensing functions, the Council will be mindful of other legislation which may impact on the promotion of the licensing objectives, for example:

- Crime and Disorder Act 1998 in particular Section 17
- Environmental Protection Act 1990 (as amended);
- Noise Act 1996;
- Anti-social Behaviour, Crime and Policing Act 2014
- Clean Neighbourhoods and Environment Act 2005 (including powers for the Local Authority to issued fixed penalty notices to licensed premises emitting noise that exceeds the permitted level between 11pm and 7am);
- Violent Crime Reduction Act 2006
- Police and Crime Act 2009
- Police Reform and Social Responsibility Act 2011
- Health Act 2006
- European Union Services Directive.
- De-regulation Act 2015
- Health Protection Regulation e.g. Coronavirus Act 2020
- The Health & Safety at Work Act etc. 1974
- The Regulatory Reform (Fire Safety) Order 2004

- The Equalities Act 2010
- Human Rights Act 1998
- Safety of Sports Grounds Act 1975
- Town and Country Planning Act 1990
- Planning & Compulsory Purchase Act 2004
- The Terrorism (Protection of Premises) Act 2025

The Authority will not attempt to regulate matters that are provided for in other legislation through its licensing functions.

The policy cannot detail every factor that influences the achievement of the licensing objectives nor can it detail all the control measures that may be appropriate. Individual applicants and licence holders must consider the licensing objectives and control measures with regard to the particular nature of their business. Additional opportunities for licensable activities must be matched by appropriate and proportional measures to support the licensing objectives.

The Authority will aim to secure the proper integration of the licensing policy with other Council and Government strategies and policies so far as they impact on the licensing objectives.

The policy is designed to deal with matters within the control of the licence/club certificate holder on and in the vicinity of their premises. It is not a mechanism for the general control of anti-social behaviour by individuals once they are beyond the direct control of the licensee or licensed premises

Whilst the policy is prepared for the Authority's area it will also take account of the position in adjoining Authorities where common boundaries are relevant in licensing terms.

In some cases additional licences may be required under separate legislation, for example sexual entertainment venues, civil marriage venues and Performing Rights Society permissions.

General advice on organising events is available on the Council's Website: [Events-guidance](#) Bury council has a corporate events group which considers events holistically.

2.0 Implementation of the Policy

This policy will come into force on 7th January 2026, and will remain in force for a period not exceeding five years, and will be subject to review and further consultation before 7th January 2031. During each five year period the Authority will keep the policy under review making amendments as it considers appropriate to support the licensing objectives and to consider new legislation and emerging challenges.

3.0 Purpose of the Policy

- 3.1 The Act provides a clear focus on the promotion of four statutory licensing objectives.

The Licensing Authority must have regard to these four objectives when undertaking its various licensing functions and must ensure that they are promoted.

The four licensing objectives are:

- The prevention of crime and disorder;
- Public safety;
- The prevention of public nuisance;
- The protection of children from harm;

- 3.2 Each objective is of equal importance and they are the only matters that the Licensing Authority is permitted to have regard to when making determination on licensing applications.

- 3.3 The Council, in adopting this licensing policy, recognises both the needs of residents for a safe, healthy and sustainable environment to live and work, and the importance of well-run entertainment premises to the local economy and vibrancy of the Borough.

- 3.4 The Council is committed to partnership working with the Police, fire service, local businesses, licensing trade, local people and those involved in child protection towards the promotion of the common objectives as set out in this policy.

- 3.5 The policy aims to strike a balance between the safety and amenity of residents, visitors, businesses and those working or engaged in normal activity in and around the Borough. It seeks to support the Borough as a desirable destination for the widest range of user groups. In embracing a vision for the development of a successful and vibrant night time and evening economies it will encourage an entertainment and cultural offer with a diverse range of activity rather than premises focused mainly or exclusively on the sale of alcohol. The policy and seeks to support the philosophy of Purple Flag.

- 3.6 This policy has five main purposes:

- 1) To inform elected members of the Licensing and Safety Committee of the powers attributed to them by the Act and to highlight the boundaries within which to make decisions.
- 2) To inform applicants of the parameters within which the Licensing Authority will make decisions and how licensed premises are likely to be able to operate within the borough.
- 3) To inform residents and businesses of the considerations which the Licensing Authority will take when making licensing decisions

- 4) To inform Responsible Authorities of their powers under the Act to promote the four licensing objectives.
 - 5) To assist the courts with decisions made by the Council when these decisions are challenged in a court of law.
- 3.7 The Act has created a number of licensable activities for which it will be the responsibility of this Authority to accept applications, issue relevant licences and to enforce the requirements of the Act in relation to those activities, in line with the four licensing objectives.

4.0 Authority Profile

- 4.1 The Authority is one of the 10 Metropolitan Districts of Greater Manchester. With a population of 193,849 it occupies an area of 9,919 hectares and is based on the 6 towns of Ramsbottom, Tottington, Bury, Radcliffe, Whitefield and Prestwich. The evening economy operates predominately around Bury Town Centre. Bury was the first Borough in Greater Manchester to receive Purple Flag status in 2015 to recognise the vibrant and safe night time economy and in May 2025 received this accreditation for the tenth successive year.
- 4.2 As of the 8 September 2025, the Authority currently licenses:
- 505 Premises Licences with Alcohol
 - 94 Premises without Alcohol
 - 46 Club Premises Certificate
 - 2949 Personal licences



- 4.3 It is now ten years since The Rock development was opened in Bury which doubled the retail floor space of the town centre, providing a mix of retail, leisure, office space and residential. The mixed use approach recognises the changing nature of town centre settings, from being retail dominated to being a place where people seek experiences.
- 4.4 In 2020 Bury became the inaugural Greater Manchester Town of Culture. The accolade recognised Bury's rich cultural offer, including the Cultural Quarter made up of Bury Art Museum, The Fusilier Museum, the Victoria Wood statue, the East Lancashire Railway and the award-winning Met Theatre. These venues boost the local day and nighttime economy, entertaining locals and attracting visitors to the Borough; whilst a vibrant community events programme celebrates Bury's tapestry of cultures across the Borough, from Prestwich Arts Festival to Black Pudding Throwing in Ramsbottom.
- 4.5 The Authority recognises that the entertainment/leisure industry is a major contributor to the economy and cultural development of the Borough. The Authority wishes to encourage licensees to provide a wide range of entertainment activities within the borough throughout their opening hours

and to promote all types of live music, dance, singing, theatre etc. including street art, for the wider cultural benefit of the community. Landowners within the Borough will be encouraged to licence publicly accessible open spaces for appropriate activities.

- 4.6 Council parks currently licensed for entertainment within Bury are:
- Whitehead Memorial Gardens, Bury
 - Clarence Park and Miss Walker's Fields, Bury
 - Nuttall Park, Ramsbottom
 - St Mary's Park (playing fields), Prestwich
 - Openshaw Park, Bury
 - Hoyles Park, Bury
 - Close Park, Radcliffe
 - Burr Country Park
- 4.7 Bury is well-connected north-to-south, with the Metrolink having stations in Bury, Radcliffe, Whitefield, Besses and Prestwich connecting into Manchester and the wider region, whilst bus connections connect the Borough with Bolton and Rochdale. The East Lancashire Railway also has stations in Burrs Country Park and Ramsbottom as well as linking with Heywood and up into South Lancashire.
- 4.8 During spring 2020, The Met became the home of live music across the North through hosting United We Stream in conjunction with the Greater Manchester Combined Authority, streaming live entertainment in Covid secure conditions to keep people entertained whilst supporting the local cultural and creative economy.
- 4.9 The East Lancashire Railway provides a tourism base on the station towns of Bury and Ramsbottom and a link to the neighbouring borough of Rochdale at Heywood station. Bury also has a bus/ metro interchange which provides links strong links to other neighbouring areas.

5.0 Applications

5.1 When considering an application, the Licensing Authority will have regard to:

- The Licensing Act 2003 and relevant regulations;
- Government guidance issued under section 182 of the Licensing Act 2003;
- Any supporting regulations (as may be issued and/or amended by the Secretary of State from time to time); and
- This Statement of Licensing policy. Applicants should also have regard to these documents when preparing their application.

5.2 The Licensing Process

5.2.1 The Authority will be prepared to discuss an application with an applicant prior to formal submission and in the event of an application attracting representations facilitate discussion between the various parties.

5.2.2 The Authority will expect applicants to address all the Licensing Objectives in their Operating Schedules, having regard to the type of premises, the licensable activities proposed, the operational procedures, the nature of the location and the needs of the local community

5.2.3 The processing of applications by the Authority is controlled by a strict timetable. To ensure the Authority meets that timetable the Authority will not accept an application unless it is complete in all respects at the time of submission.

5.2.4 An application for a premises licence must be made in the prescribed form to the Council. The application must be accompanied by:

- the required fee;
- an operating schedule (see below);
- a plan of the premises in a prescribed form to which the application relates; and
- if the application involves the supply of alcohol, a form of consent from the individual who is to be specified in the licence as the designated premises supervisor.

5.2.5 An application will only be deemed to be 'received' once all the required supporting information has been received

5.2.6 Each application will be considered individually on its own merits. This policy does not undermine the rights of any person to make an application under the Act for a variety of permissions or the right of any person to make representations or seek a review of a licence or certificate where the Act permits this.

5.2.7 Applications relating to premises will be made by a person who is, or who proposes to be carrying on the business involving the use of the premises. A person can include a company.

- 5.2.8 All applications for licences and variations of licences are subject to a consultation process, the following will be consulted:
- Responsible Authorities
 - Ward Councillors;
 - Ward Councillors of adjoining wards if premises are adjacent to ward boundaries
 - Neighbouring Boroughs should the premises be adjacent to a Borough boundary;
 - Appropriate Council departments;
 - Any other group the Council considers appropriate;
- 5.2.9 The applicant for any premises licence is responsible for placing an advertisement at the premises and in a local newspaper, the Council will advertise the application on the Council website. The law requires that the notice on the premises must be on pale blue paper of at least A4 in size, the writing must be of font size 16 or equivalent and that it must be clearly visible from the outside of the premises.
- 5.2.10 The newspaper advertisement must appear in a local newspaper circulating in the area within 10 working days starting the day after submission of the application to this authority.
At the end of the consultation process, the application will be determined.
- 5.3 If no representations have been made, then an officer of the Council will determine the application under delegated authority and the licence will be granted in line with the application and operating schedule.
- 5.3.1 If there are representations, the application will be determined by the Licensing Hearings Sub-Committee via a Licensing Hearing.
- 5.3.2 The Council may consider representations based on the impact of the promotion of the licensing objectives in the Borough generally, and on the grant of the particular application before them.
- 5.3.3 Where representations are made to a particular application, either from a responsible authority about a proposed operating schedule or from an "other person" that relates to the licensing objectives, a hearing will be held at which the applicant and those making representation will have the opportunity to comment on the representations made.
- 5.3.4 In all cases, applicants and those making representation in respect of applications made to the licensing authority have a right of appeal to the Magistrates' Court against the decisions of the Authority. Any appeal must be lodged within 21 days of the date upon which written notice of the decision is given by the licensing authority.
- 5.4 Guidance is available for applicants, which sets out the details of the application process, having regard to the Licensing Act 2003, the regulations, statutory guidance and local practice and procedures.

- 5.4.1 It should be noted that incomplete applications will not be accepted but will be returned with an explanation as to why it is incomplete.
- 5.4.2 Guidance is equally available for those wishing to make representation or to call a review of an existing licence.

6.0 Other Premise Type Licences

- 6.1 In addition to what may be described as traditional licensed premises, a licence may be required for public spaces, buildings such as community halls, parks and other open places. The Authority will support the owners of such spaces, including the Council, where appropriate. Licensable activities, carried on by many different organisations can then simply take place with the permission of the licence holder.
- 6.2 The Authority will consider applications from community premises e.g. church hall, chapel hall, village and parish hall or other similar buildings to remove the requirement needing a designated premises supervisor with a personal licence to sell alcohol.
- 6.3 If a Premises Licence authorises the retail sale of alcohol, there is a requirement to have a designated premises supervisor, the individual who is named as the designated premises supervisor has to hold a personal alcohol licence. A personal alcohol licence permits the holder of such a licence to authorise the retail sale of alcohol.

7.0 Late Night Refreshment Outlets

- 7.1 The Authority will expect the applicant to have considered a variety of control measures which will:-
- Promote community safety
 - Reduce the impact of dispersing customers within the local community
 - Promote better management of the premises
 - How they will reduce incidents of public disorder, violence and anti-social behaviour
 - Encourage health and Safety and welfare of both staff and customers

8.0 Club Premises Certificates

- 8.1 The supply of alcohol, and provision of other licensable activities on qualifying club premises, is authorised by way of a club premises certificate. The grant of a club premises certificate means that a qualifying club is entitled to certain benefits. These include:
- the authority to supply alcohol to members and sell it to guests on the premises to which the certificate relates without the need for any member or employee to hold a personal licence;
 - the absence of a requirement to specify a designated premises supervisor;

- more limited rights of entry for the police and authorised persons because the premises are considered private and not generally open to the public;
 - the club premises not being subject to police powers of instant closure on grounds of disorder and noise nuisance (except when being used under the authority of a temporary event notice or premises licence) because they operate under their codes of discipline and rules which are rigorously enforced; and
 - not being subject to potential orders of the magistrates' court for the closure of all licensed premises in an area when disorder is happening or expected.
- 8.2 The arrangements for applying for, or seeking to vary, club premises certificates are similar to those in respect of a premises licence. Operating Schedules must include the steps the club intends to take to promote the licensing objectives.
- 8.3 The Act recognises that premises, to which public access is restricted and where alcohol is supplied other than for profit, give rise to different issues for licensing law than those presented by commercial enterprises selling direct to the public. For this reason, it preserves aspects of earlier alcohol licensing law as it applied to "registered members clubs". These clubs are organisations where members have joined together for particular social, sporting or political purposes and then combined to buy alcohol in bulk as members of the organisation for supply in that context.
- 8.4 Clubs traditionally have not been licensed because alcohol is supplied rather than sold to members.
- 8.5 The new authority for the supply of alcohol, and provision of other licensable activities on qualifying club premises, is a club premises certificate and this is issued by the Licensing Authority.
- 8.6 These will be translated into conditions included in the certificate, unless the conditions have been modified by the Authority, following consideration of relevant representations.
- 8.7 The legislation detailing the statutory qualifying conditions for clubs is provided at Appendix 6.

9.0 Temporary Events Notices (TENS)

- 9.1 If a licensable activity is planned to take place on non-licensed premises, the organiser can submit a Temporary Events Notice (TEN). A TEN can also be used to include additional licensable activities or alter the hours of operation on licensed premises.
- 9.1.2 They can cover any period up to 168 hours.

- 9.1.3 A TEN has to be served on the Police and the Licensing Authority at least 10 working days prior to commencement of the event, a longer period is preferable wherever possible.
- 9.1.4 There is nothing to prevent simultaneous notification of multiple events at a single time so long as the first event is at least 10 working days away and there must be at least 24 hours between events.
- 9.1.5 Only the Police and Environmental Health can object to a TEN.
- 9.1.6 Standard TENs must be given a minimum of 10 working days prior to the first day of the event, and the Licensing Authority recommend that wherever possible notice-givers submit their TEN a minimum of 28 days prior to the commencement of the event.
- 9.1.6 There is provision for making an application for a late TEN. Such applications may be made no earlier than 9 working days before the event and no less than 5 working days before the event. The Licensing Authority understands this to mean 9 or 5 clear days exclusive of the day on which the event is to start and exclusive of the day on which the notice is given.
- 9.2 Where one or more of the relevant statutory limits are exceeded, the Licensing Authority will serve a Counter-Notice to prevent the licensable activities from going ahead. There is no provision under the Act to appeal against the issue of a Counter-Notice.
- 9.3 Greater Manchester Police or the Council's Environmental Health service can issue an objection notice.
 - 9.3.1 The Licensing Authority will consider any such notice at a hearing (unless the objection notice is withdrawn before the hearing date). The hearing will be confined to consideration of the crime and disorder objective and will be held in accordance with the procedure.
 - 9.3.2 There is no provision for a hearing in the case of a late TEN.
 - 9.3.3 The Licensing Authority will notify the applicant of its decision at least 24 hours before the beginning of the event period specified in the temporary event notice.
 - 9.3.4 Depending on the nature and location of such events, these can have serious crime and disorder implications. Whilst accepting that the statutory notification period is a minimum of 10 days organisers of these events are encouraged to submit their notification as soon as reasonably practicable to enable the Police and the Authority to work with them to identify and reduce the risk of crime and disorder.

10.0 Personal Licences

- 10.1 The Authority recognises it has very little discretion regarding the granting of personal licences. In general, provided an applicant has a qualification

determined by the Home Office and does not have certain criminal convictions, the application must be granted.

10.1.1 A person holding a personal licence should be a person who is not only properly qualified but a person who will assist the police and relevant authorities in the fight against crime. Granting a licence to a person with a criminal history may in some cases undermine rather than promote the crime prevention objective.

10.2 If an applicant has a relevant conviction the police can oppose the application.

10.2.1 If an objection is lodged by the police, a hearing of the Authority's Licensing Hearings Sub-Committee will be held. The Authority will consider carefully whether the grant of the licence will be in conflict with the crime prevention objective. It will consider the seriousness and relevance of the conviction(s), the period that has elapsed since the offence(s) were committed and any mitigating circumstances.

10.2.2 The Authority will only grant the application if it is satisfied that doing so will promote this objective. A person holding a personal licence should be a person who is not only properly qualified but a person who will assist the fight against crime. Granting a licence to a person with a criminal history may in some cases undermine rather than promote the crime prevention objective.

10.2.3 Through the Operating Schedule the Authority will expect assurances on the accessibility of the personal licence holders and designated premises supervisors.

11.0 Designated Premises Supervisors

11.1 Under the Licensing Act 2003, all licences that authorise the sale of alcohol must contain details of the Designated Premises Supervisor (DPS).

11.2 Responsible Authorities will typically look to develop constructive working relationships with DPS and the licensing authority expects that this is reciprocated to promote effective partnership working relations with the trade.

11.3 The Guidance to the Licensing Act states: 'the designated premises supervisor is the key person who will usually be charged with day-to-day management of the premises including the prevention of disorder.' The licensing authority will not normally impose conditions related to the management competency of DPS's, save where it is considered appropriate that in the circumstances associated with particular premises, poor management competency could give rise to issues of crime and disorder, public safety and public nuisance.

11.4 In exceptional circumstances, the police may object to the appointment of an individual as a DPS For example where they have a criminal record.

- 11.5 Where, following an objection by the police, the licensing authority is satisfied that the appointment of a person as a DPS would undermine the crime prevention licensing objective, the policy is to refuse the appointment or to remove them as the DPS in circumstances where they are already in post

12.0 Provisional Statements

- 12.1 The Authority recognises that in certain situations businesses and developers need to have security that a premises licence is likely to be granted following construction or alteration of unlicensed premises. The Authority will issue provisional statements in accordance with the Act and guidance.

13.0 Operating Schedule

- 13.1 The Operating Schedule is a major part of the application process; it should detail the steps which an applicant intends to take to promote the licensing objectives. Applicants are encouraged to undertake a risk assessment process in preparing an application which may cover the premises layout, construction and design, the licensable events and activities to be undertaken, control measures and the anticipated customer profile. Applicants are expected to include positive proposals in their application on how they will manage potential risks.
- 13.2 Whilst the Licensing Authority cannot require such risk assessments to be documented, (other than where required by other legislation), in appropriate cases it would consider such documentation to be good practice and a useful tool in the instruction and training of staff, as well as a sound basis for review by the licence holder, in the event of changing circumstances/conditions at the premises.
- 13.3 Responsible bodies and interested parties will scrutinise the schedule to get a thorough understanding of how the business will operate. The more detail given in the schedule the less likely the responsible bodies and interested parties are to raise concerns. Applicants are encouraged to consult relevant responsible bodies prior to application to ensure any concerns are understood at an early stage and are addressed via the schedule
- 13.4 Applicants are strongly encouraged to consider all matters within their control that support the licensing objectives. The more matters are dealt with through the Operating Schedule at the application stage the less likely applications are to attract representations. Measures to be taken identified through the schedule will form the basis of the conditions to be attached to the licence.
- 13.5 Additional opportunities for licensable activities must be matched by appropriate and proportional measures to support the licensing objectives especially where activities are planned to go late into the night or early morning. Premises in close proximity to residential areas should consider what effect their business will have on smoking, noise and dispersal policies etc to ensure the promotion of the public nuisance objective.

- 13.6 Premises selling alcohol must identify the Designated Premises Supervisor (DPS). The Authority will expect the DPS to have been given the day to day responsibility for running the premises by the holder of the Premises Licence and, as such, be present on the premises on a regular basis. The Chief Officer of Police will object to the designation of a new or variation to an existing Designated Premises Supervisor where s/he believes that for exceptional circumstances such an appointment would undermine the crime prevention objective.
- 13.7 Additional measures may be necessary on an occasional basis when a special event or promotion is planned, which is intended to, or likely to attract larger audiences and/or audiences of a different nature. Where anticipated reference should be made to such events in the operating schedule with the additional measures planned to promote the licensing objectives.
- 13.8 The Licensing Authority accepts that the Operating Schedule will reflect the circumstances at individual premises. Applicants are encouraged to liaise with the relevant responsible body when compiling their operating schedules

14.0 Licensing Hours

- 14.1 The Authority recognises the argument that widespread fixed closing times in certain areas can lead to peaks of disturbance and disorder if large numbers of people emerge onto the streets at the same time. Flexible licensing hours, particularly where alcohol is involved may therefore be an important factor in reducing friction at late night food outlets, taxi ranks and other late-night services.
- 14.2 The Authority accepts that as a general principle, the act permits activity which does not undermine the licensing objectives, taking place over 24 hours and 7 days a week. The hours requested by the applicant will normally be approved where the applicant can show that the proposal would not, with regard to the licensing objectives, adversely affect the environmental quality, residential amenity and character of any particular area.
- 14.3 Applicants, who wish to sell or supply alcohol for consumption on premises, are expected to include in the Operating Schedule the times when the premises will open, when sales of alcohol will commence and cease, and the time when the premises will be closed. Shops, stores and supermarkets will generally be permitted to sell alcohol during their normal retail hours. However, in the case of individual premises which are a focus for disorder and disturbance then, subject to representations, limitations may be appropriate.
- 14.4 No general restriction or limitation on hours in any area is imposed by this policy but in seeking hours of activity that go through the night and into the morning, applicants will be expected to show, through the Operating Schedule, strong, proactive action and taking of their responsibilities to

ensure their management of premises do not allow situations to develop which undermine the licensing objectives. Where late hours are requested, particularly for those in residential areas, subject to representations received, the imposition of stricter conditions may be appropriate to promote the licensing objectives.

- 14.5 Off sales of alcohol from retail outlets will generally be permitted during the premises regular opening hours. However, in the case of individual premises, which are a focus for disorder and disturbance then, subject to representations, limitations may be appropriate. The Authority recognises the position of restaurants and other premises where the sale of alcohol is incidental to the main licensable activities at the premises.
- 14.6 The Council will always consider the nature of the licensed activity, the location of the premises and the proximity of surrounding late night commercial and residential uses. Where there is already an adverse impact on neighbouring residents, or an anticipated impact from licences granted but not yet trading, the Council will consider the extent to which the proposed use will add to that impact. The absence of appropriate infrastructure or resources to regulate activity in public areas beyond the responsibility of the licensee may be a factor in considering whether later hours for a particular premise should be granted. The nature of the licensed activity is an important consideration. A restaurant, for example, where alcohol is served to seated customers with food is less likely to impact on residential amenity than a use where the primary activity is alcohol consumption.
- 14.7 Where relevant representations are made, especially in residential areas, the Authority may seek to impose a time when the regulated activity needs to stop. This may be a different time to the closing times at the premises that doesn't give rise to nuisance. Later closing times may be permitted in certain circumstances:
- where there is a high level of accessibility to public transport services; and
 - where there is an appropriate amount of car parking, readily accessible to the premises, and in places where vehicular movement will not cause demonstrable adverse impact to local residents
 - where through the Operating Schedule an applicant indicates that appropriate steps to comply with the licensing objective of preventing public nuisance are to be taken.
 - the licensed activities would not be likely to cause adverse impact especially on local residents, and that, if there is a potential to cause adverse impact, appropriate measures will be put in place to prevent it;
 - there will not be any increase in the cumulative adverse impact from these or similar activities, on an adjacent residential area.

15.0 Planning

- 15.1 Within the Authority the licensing and planning functions are separate. It is strongly recommended that prospective applicants contact the Planning Service in advance of making a licensing application to seek advice on any

planning consents or any conditions relevant to the premise to ensure planning and licensing usage is compatible. Where, as a condition of planning permission, a terminal hour has been set for the use of premises for commercial purposes that is different to the licensing hours, the licence holder must observe the earlier closing time in order to avoid any breach of conditions.

- 15.2 It is also advised that if consent has not already been granted, reference is made to various planning policies contained in the adopted Bury Council Unitary Development Plan and the emerging GMSF (Greater Manchester Spatial framework) in order to ascertain whether any controls are also relevant from a planning perspective.
- 15.3 Copies of the relevant Policy Documents can be found on the Councils web site under Planning Policy or by following the link below:
<https://www.bury.gov.uk/index.aspx?articleid=10657>
- 15.4 The Licensing Authority is not bound by decisions made by the Planning Committee and vice versa, so the grant of planning permission does not mean a licence will automatically be granted and vice versa. The granting of any licence or variation of a licence which involves a material alteration to a building would not relieve the applicant of the need to apply for planning permission or building control consent where appropriate.
- 15.5 As the need arises there will be an exchange of information between the Planning and Licensing Committees regarding the numbers, types etc. of licensed premises. The Licensing & Safety Panel may receive reports on the needs and aspirations of the local tourist economy, the Cultural Strategy and the current employment situation to enable the Panel to reflect these matters in their considerations notwithstanding the fact that decisions on applications made under the Act, shall be made on the basis of promoting the licensing objectives.

16.0 Cumulative Impact

- 16.1 Where the Licensing Authority receives representations from a responsible authority or an interested party that the cumulative effect of new licences is leading to an area becoming saturated with premises making it a focal point for large groups to gather in and circulate away from leading to excessive crime/disorder/nuisance or loss of amenity of local residents/businesses and it is not possible to attribute those problems to individual premises the Authority will, with full consultation, consider the introduction of a special saturation policy
- 16.2 Where there is evidence that a particular area of the district is already suffering adverse effects arising from the concentration of late night premises, or that residential areas are under stress, this will be taken into account in determining any further application for premises within any area identified. As such, the Authority will take into account:
- 16.3 The character of the surrounding areas

- The impact of the licence on the surrounding area, both individually and cumulatively with existing licences; and
- The nature and character of the proposed operation
- In considering all licence applications, the Authority will consider the adequacy of measures proposed to deal with the potential for nuisance and/or public disorder and to support the licensing objectives.

17.0 Conditions

- 17.1 The Authority will not impose standard conditions on licences, nor will it impose disproportionate or over burdensome conditions on licences. However, where late hours are requested, particularly for those involving activities within residential areas, the imposition of stricter conditions may be appropriate to support the licensing objectives and they may be time and/or activity related.
- 17.2 There are a number of mandatory licensing conditions applicable to all licences that permit the sale or supply with alcohol. These are reproduced at Appendix 3.
- 17.3 The Authority has developed and published a pool of model general conditions attached as Appendix 4. Applicants are encouraged to consider the inclusion of relevant conditions within their operating schedule at the time of application. The conditions are for guidance only and do not form part of the policy, they will be modified and added to as the need arises. Following representations or to support suggested action by the applicant there is a need for conditions to be attached they will be tailored to the individual style and characteristics of the premises or activity concerned.

18.0 Representations

- 18.1 Without prejudice to the right of any person to submit an application at any time, applicants are encouraged to discuss their proposals in advance with the Police. It may be beneficial to draw on the experience of the Police in relation particularly to the prevention of crime and disorder. Whilst there is no obligation on the part of the applicant to accept any advice or proposed condition requested by the Police (any conditions must be proportionate and appropriate), it remains that should there be areas of agreement between the two parties a representation from the Police would be less likely and (in the absence of any other representations) would lead to a speedier determination of the licence application.
- 18.2 The policy sets out a general approach to the making of licensing decisions that are compatible with the Licensing Act 2003 and the associated guidance. It does not prevent any individual from making any application and having it considered on its individual merits. Nor does it seek to override the right of any person to make representations on an application or to seek a review where the Act allows them to do so.
- 18.3 When considering applications the Authority will take into account all relevant representations, and the measures to support the licensing

objectives taken by or proposed by the applicant through the operating schedule. The Authority recognises that unless relevant representations are received in respect of an application there is no provision for the Licensing Authority, to refuse an application or impose conditions on a licence other than those proposed within the application.

- 18.4 Nothing in this policy will seek to limit the number of licensed premises simply because the Licensing Authority, any interested party or responsible authority consider that there are enough licensed premises to satisfy demand. This is properly a commercial decision for the applicant.
- 18.5 Any person that is encountering problems related to a licensed premise or activity should contact the licensing authority in the first instance to report the problem to Bury Council's Licensing Service:

Email: licensing@bury.gov.uk
Or Telephone: 0161 253 5208

19.0 Petitions

- 19.1 Petitions may be submitted to the Licensing Authority so show depth of feeling for or against an application. There is no prescribed format for such petitions and whilst the licensing authority has no power to require any particular format individuals may find the following suggestion useful. Each page should include:
- i) The premise name and address
 - ii) The details of the application
 - iii) The reason for the petition and a linkage to one or more of the licensing objectives
 - iv) The full name and address (in print) and signature of each person supporting the petition
- 19.2 Appropriate weight will be given to petitions having regard to the above. Petitions in respect of an application will only be accepted if submitted by a Responsible Authority, a person who has made a relevant representation or by the applicant. The licensing authority will not consider each signatory as a separate representation and so will not contact individual signatories.

20.0 Determining applications

- 20.1 The Policy is integral in managing the role licensed premises play throughout the borough. A key aim of the policy is to ensure that licensed premises have a positive impact on their locality. The authority is aware of the need to avoid the imposition of conditions and other controls, which could deter some forms of live entertainment. Only proportionate, reasonable controls necessary for the promotion of the licensing objectives will be considered.
- 20.2 The Authority will endeavour to carry out its licensing functions in a way that supports well managed premises where licence holders display sensitivity to the potential impact of activities on local residents and other businesses.
- 20.3 Where premises do cause problems; they will be addressed swiftly and in the most appropriate manner.
- 20.4 The Authority will have regard to Guidance issued by the Home Office when determining applications. In particular, account will be taken of the need to encourage and promote live music, dancing and similar activities for the wider cultural benefit of the community as a whole. If representations are made concerning the potential for disturbance in a particular neighbourhood, then those concerns will be carefully balanced against the wider benefits to the community. The Authority acknowledges the advice of the Home Office that the views of local minorities should not be allowed to predominate over the general interests of the community. The Authority will endeavour to ensure that, if a decision is made which is contrary to the Home Office Guidance, the applicant will be given a full explanation of that decision

21.0 Public Health

- 21.1 Section 104 of the Police Reform and Social Responsibility Act 2011 and the Health and Social Care Act 2012, amends the 2003 Act so as to include a Local Authority's 'Public Health' department as a responsible Authority.
- 21.2 As a responsible authority, Bury Council's public health department can make representations in relation to applications for the grant, variation, minor variation or review of premises licences and club premises certificates; in addition, public health may themselves seek a review of a premises licence. Any representation must be specific to the premises and cannot be a general objection.
- 21.3 Representations should be evidence-based and should demonstrably refer to one or more of the licensing objectives. As there is no licensing objective relating to public health, the Council's public health department must ensure representations are relevant to one of the four existing objectives

- 21.4 Through ensuring the responsible selling of alcohol, this may impact on reducing a person's drinking at harmful or hazardous levels. However, it is recognised that any such positive impact will be as a coincidence of the licensing authority conducting its licensing function under the Act to promote the Licensing Objectives.
- 21.5 Local Health Bodies potentially have access to much data that can inform licensing decisions and policy. When such data is presented it will be considered and where links are made to any of the four licensing objectives it will be taken into account by the Licensing Hearings Sub-Committee in reaching its decision. The licensing authority recognises the impact of alcohol misuse in Bury and it is hoped that through the implementation of this licensing policy the promotion of the four licensing objectives will in turn have a positive effect on preventing alcohol misuse. For example by ensuring licensed premises refuse sales of alcohol to children, or those attempting to purchase it on behalf of children; this will impact positively on a reduction in child alcohol related health problems. Additionally, by preventing the use of illegal drugs on licensed premises, it is hoped this might reduce combined alcohol and drug misuse, which is a significant issue in the borough.
- 21.6 The licensing authority recognises there is no public health licensing objective and therefore cannot conduct its licensing function in order to promote public health. The licensing function can only be carried out to promote the four licensing objectives as set out by the Licensing Act 2003

22.0 Consideration of the Licensing Objectives

Licensing Objectives

This policy and the actions of the Authority will promote the 4 licensing objectives.

- a) The prevention of crime and disorder
- b) Public safety
- c) The prevention of public nuisance
- d) The protection of children from harm

The Authority recognises that these are the only objectives relevant for the purposes of this policy.

Each licensing objective is considered to be of equal importance within this policy. They will be considered in relation to matters centred on the premises or within the control of the licensee and the effect if any, which the carrying on of that business has on the vicinity.

22.1 Prevention of Crime and Disorder

Prevention of crime and disorder is both an objective of the Act and an important responsibility of the Authority under the Crime and Disorder Act 1998.

The Authority will expect applicants to demonstrate in their Operating Schedule that suitable and sufficient measures have been considered to minimise or prevent crime and disorder in and around the vicinity of their premises and how any identified control measures will be implemented. Control measures may vary between premises and will be relevant to the individual style and characteristics of their premises and events. The design and layout of premises can assist in the prevention, detection and recording of crime and disorder. A change in customer numbers or profile can alter the risks associated with any particular business.

Factors for consideration

In considering applications, the Authority will expect the applicant to have considered a variety of matters which may include:

- a) Effective and responsible management of premises
- b) Customer profile, potential for underage drinking and drink abuse and capacity control to prevent overcrowding. A change in customer numbers and profile can alter the risks associated with any particular business
- c) Condition and design of the premises including the provision of security measures, such as lighting outside premises. The design and layout of premises can assist in the prevention, detection and recording of crime and disorder.
- d) Use of CCTV both within and outside the premises where necessary which is compliant with the Information Commissioners Office guidance relating to surveillance camera code of practice; Applications in relation to licensed premises must take into account the circumstances surrounding that application and whether a requirement to have a surveillance camera system is appropriate in that particular case.
- e) Procedures for the risk-assessment of promotions and events that have the potential to cause or increase crime and disorder risks, and plans for minimizing the effects
- f) Measures to be put in place to help prevent the use or supply of illegal drugs, search and provision of secure deposit boxes for confiscated items
- g) Employment and regulation of licensed door supervisors and other appropriately trained supervisors/staff
- h) Active participation in an appropriate Pub & Club Watch Scheme, or other scheme designed to ensure effective liaison with the local community, the responsible authorities and other licensees, including participation in a local radio/pager link scheme and communication with the Police
- i) Dispersal Policy and the control of customers entering/ leaving the premises with opened bottles and glasses when observing smoking regulations etc

- j) Potential effects arising from the provision of adult entertainment
- k) Operation of glass collection and spillage policy
- l) Provision of toughened or plastic/polycarbonate glasses and bottles and/ or the decanting from glass bottles where appropriate
- m) Use of a last entry time for the premises

This list is not exhaustive and is provided, simply, to give examples of proposals for consideration in the operating schedule. Some control measures will assist in the promotion of more than one of the licensing objectives.

22.2 Drugs

The Authority will expect licensees of venues likely to be affected by drug issues to take all reasonable steps to prevent the entry of drugs into their premises, to take appropriate steps to prevent drugs changing hands within the premises and to take practical measures to prevent drug misuse on the premises.

In particular, the Authority will expect licensees of such venues to be familiar with the contents of Chapter 4 (drug awareness) of the BIIAB Level 2 National Certificate for Entertainment Licensees and to be following the recommendations of that handbook. The Authority will also expect licensees to be following the best practice guide on safer nightlife which builds on the safer clubbing published by the Home Office.

22.3 Public Safety

Public safety is about protecting the safety and the lives of patrons. It is the expectation of the Authority that anyone visiting a licensed venue can do so in complete safety, confident that they are visiting premises that have been constructed with safety in mind are well managed and maintained. Applicants will be expected to demonstrate through the Operating Schedule that suitable and sufficient measures have been considered and adopted to ensure public safety, in and around the vicinity of their premises and how any identified control measures will be implemented. In certain situations customers may be in unfamiliar surroundings and under the influence of alcohol. Additionally, they may be subject to reduced lighting levels and increased sound levels. The use of special effects may increase a feeling of disorientation. Control measures may vary between premises and will be relevant to the individual style and characteristics of their premises and activities.

Factors for consideration

The Authority will expect the applicant to have considered a variety of control measures which may include: -

- a) the capacity of the venue
- b) the condition, design and layout of the premises

- c) the nature of the activities to be provided whether licensable or not (e.g. hypnotism; see appendix 4
- d) the use of any special effects such as lasers, smoke/ foam machines
- e) means of access and egress
- f) the use of CCTV
- g) hours of operation
- h) customer profile including any special needs of any groups
- i) staff training especially in dealing with emergency situations, evacuations, over crowding etc
- j) conduct a Fire Risk Assessment for the premises, which is reviewed regularly
- k) demarcation, capacity control, supervision and monitoring of areas immediately in the vicinity of the premises, used by smokers etc.
- l) use of a daily pre-opening and closing checklist
- m) Operation of glass collection and spillage policy
- n) Use of a last entry time for the premises
- o) effective management of exterior spaces (e.g. beer gardens, smoking areas). Cleansing arrangements and ensuring the premises and surrounding area are kept clean and free of litter
- p) Hygiene and infection control e.g. Covid19 Secure

This list is not exhaustive and is provided, simply, to give examples of appropriate proposals for consideration in the operating schedule. Some control measures will assist in the promotion of more than one of the licensing objectives.

22.4 Prevention of Public Nuisance

Activity involving entertainment, eating or drinking in a public venue has the potential to impact adversely on the surrounding area as a result of noise, smells, or congestion. It may be caused by the premises directly or customers when leaving, leaving litter or taking up on-street car parking space in close proximity to residential premises.

The Authority defines 'public nuisance' widely to include noise and disturbance, light, odour, litter and anti-social behaviour, where these matters impact on those living, working or otherwise engaged in normal activity in an area. The impact of noise generated by these activities is particularly intrusive at night when ambient noise levels are much lower. As a result the Authority may make a distinction between the approach taken in predominantly commercial areas and predominately residential areas.

The Authority recognises the intention of the legislation to achieve a more flexible-licensing regime with the concept of wider hours of operation. However, this does not mean that all venues are suitable either by design or location to host every form of licensable activity. Experience shows that premises adjoining or in close proximity to residential properties do not lend themselves to all forms of entertainment and longer operating hours. The Authority will expect applicants, particularly those wishing to operate late into the night, to demonstrate that they have taken strong effective measures to minimise the potential for nuisance to arise.

Factors for consideration

The Authority will expect the applicant to have considered a variety of control measures which may include:

- a) the hours of opening and operation
- b) the nature of the activity at the premises
- c) the location and use of nearby properties
- d) the number of people likely to attend the venue, available transport options and dispersal policy
- e) the design and layout of the premises
- f) operation of the premises to prevent escape of noise, smells etc
- g) the use of outdoor areas
- h) last admissions policy
- i) queue control
- j) effective management of exterior spaces (e.g. beer gardens, smoking areas). Cleansing arrangements and ensuring the premises and surrounding area are kept clean and free of litter
- k) responsible management of the use of flyers and other promotional material
- l) Appropriate arrangements for deliveries and collections

This list is not exhaustive and is provided, simply, to give examples of appropriate considerations for inclusion in an operating schedule. Some control measures will assist in the promotion of more than one of the licensing objectives. Appendix 8 gives applicant's guidance on management of potential noise nuisance.

22.5 Smoking – Health Act 2006

From 01 July 2007 it is illegal to smoke in virtually all enclosed public places and workplaces in England. The ban includes offices, factories, shops, pubs, clubs, bars, restaurants and public transport.

Businesses are required as from 1 July 2007 to display signs at entrances to premises. The signs are available from the department of health at www.smokefreeengland.co.uk/stayinformed or by calling 0800 169 1697.

A likely impact of the public places smoking restriction under the Health Act 2006 is that customers wishing to smoke may be attracted to premises that have 'beer gardens' or designated outside areas. There is likely therefore, to be more drinking outside of licensed premises.

Although smoking is not a licensable activity, it may clearly at times be associated with a licensable activity i.e. sale of alcohol and may be viewed as an area which requires consideration of possible control measures in the interests of avoidance of public nuisance.

There may be occasions where licensees are required (following representation or application for review) to control areas/hours for such activity and/or have conditions imposed upon their licence if this is deemed proportionate and appropriate in meeting one or more of the

licensing objectives and in particular that of the prevention of public nuisance.

22.6 Protection of Children from Harm

It is hoped that family friendly premises will thrive, but the prevention of harm to children remains of paramount importance when determining applications. The protection of children from harm includes protection from moral, psychological and physical harm and, in relation to the exhibition of films or transmission of programmes or videos, includes the protection of children from exposure to strong language and sexual content. In certain circumstances children are more vulnerable and their needs will require special consideration. This vulnerability includes their susceptibility to suggestion, peer group influences, inappropriate example, the unpredictability of their age and their lack of understanding of danger.

The Authority recognises that with few exceptions the Act allows for the free access of children to all licensed premises, subject to the licensee's discretion and any conditions applied to the licence. When considering applications and options appropriate to prevent harm to children, the Authority will take into account the history of a particular premises and the nature of the activities proposed to be provided. Whilst children may be adequately protected from harm by the action taken to protect adults, they may also need special consideration and no policy can anticipate every situation. In certain circumstances conditions restricting access or excluding children completely may be considered necessary.

Where large numbers of unaccompanied children are likely to be present, for example, a children's show or pantomime, the presence of an appropriate number of adult staff may be required. If appropriate the provision of such staff should be included in the Operating Schedule. Special consideration is expected to be given to promoted events in licensed premises aimed at, or likely to attract, persons under 18. The licensing authority expects robust measures to be in place to address potential risks associated with such an activity.

Factors for consideration

The Authority will expect the applicant to have considered a variety of control measures which may include:

- a) the appropriateness of activities conducted on the premises
- b) an age restriction or age based exclusion for certain events
- c) proof of age schemes and the use of a refusals log
- d) the potential for underage drinking or other underage activity
- e) limits on the hours children can be on the premises, including identification of times when children should not be present
- f) the need for an accompanying adult or additional staff
- g) the use of licensed door staff
- h) the need to formally vet staff through the DBS scheme
- i) controlled viewing of age-restricted films to the recommendations of the British Board of Film Classification or by the Council.

This list is not exhaustive and is provided, simply, to give examples of appropriate considerations for inclusion in an Operating Schedule. Some control measures will assist in the promotion of more than one of the licensing objectives.

22.7 Child Sexual Exploitation

The Licensing Authority is committed to protecting children from harm. It recognises that alcohol use, misuse and abuse is one of the recurring key 'parental factors' in child protection and safeguarding, often contributing to parental neglect of children and domestic abuse and violence within families.

Alcohol is also reported as a factor in CSE. Young people are encouraged or coerced into drinking alcohol, leaving them vulnerable to perpetrators of CSE. Licensed premises have been implicated nationally in the involvement with CSE, either taking place on the licensed premises or the premises being used for the purposes of grooming and enticement.

The Licensing Authority will report any issues of concern regarding the safeguarding of children to the appropriate safeguarding authorities and will act on any reports from them accordingly in relation to the promotion of the Licensing Objectives. Where there are serious concerns and/or any criminal investigations in relation to the abuse of children in connection with a licensed premises, serious consideration will be given to lodging a review of the premises licence / certificate as it relates to the negative impact on the Licensing Objectives and in particular crime and disorder and the protection of children from harm.

The Licensing Authority expects licence holders and operators of licensed premises:

- To understand that the sexual exploitation of a child is a criminal offence;
- To ensure that they and their employees are fully aware of the signs of CSE and how to report it;
- To report any concerns to the appropriate authorities or to the Licensing Authority who will then flag up their concerns to the relevant safeguarding professionals on their behalf.

The Licensing Authority will attend the Bury Integrated Safeguarding Partnership and all officers will undergo CSE training.

22.8 Children and Adult Entertainment Venues

Sexual Entertainment Venues

Bury Council has re-adopted the provisions of Schedule 3 Local Government [Miscellaneous Provisions] Act 1982 and is currently drafting a policy which will relate to adult entertainment venues and activities.

In some cases additional licences may be required under separate legislation for sexual entertainment venues.

Where activities under a new licence would regularly include those with a sex related element, the premises may also require a sex establishment venue licence.

A sex establishment venue is defined as any premises where any live performance or any live display of nudity is of such a nature, regardless of financial gain, it must reasonably be assumed to have been provided solely or mainly for the purpose of sexually stimulating any member of the audience (eg. striptease, table dancing, topless waitresses).

A new premises may need to hold both a licence issued under the Licensing Act 2003 to allow the premises to sell alcohol; and a licence issued under Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 (as amended) to allow the premises to be used as a sexual entertainment venue.

Where an existing licensed premises provides or wishes to provide sex related activity, the Council will expect the premises licence holder to assess the impact of the proposed activity on the licensing objectives and, where appropriate, apply to vary the conditions attached to the premises licence to take account of any increased risk. This may avoid a possible review of the premises licence from an interested party or responsible authority. Where it is deemed appropriate to seek a variation to the premises licence, the Council will expect the application to vary the premises licence to accompany the application for a sexual entertainment venue licence

23.0 Alcohol Delivery Services

- 23.1 The authority considers there are particular risks associated with delivery services for alcohol. The authority expects measures consistent with relevant standards expected for licensed premises outlined in this policy in conjunction with the specific provisions of this section:
- 23.2 The authority expects operators to implement age-verification procedures at both the point of sale and delivery stages, with a Challenge 25 policy implemented at the point of delivery.
- 23.3 Particular attention should be paid to making it clear to customers that receipt of orders that contain alcohol must be by an adult. Retailers should ensure that delivery staff have been given appropriate training in procedures relating to requesting and identifying proof of age, and implement these procedures as standard.
- 23.4 Any promotional material including the name of the business and website should be consistent with the responsible sale of alcohol. Additionally, any website URL or telephone number to be used for orders is expected to be given to the licensing authority.

- 23.5 A zero-tolerance approach to new psychoactive substances (NPS) is also expected of operators.
- 23.6 The delivery of alcohol to problematic house parties causing local nuisance and disorder has been a problem in some areas of Bury. Operators are expected to use their discretion to ensure that deliveries are refused in situations experiencing alcohol-related nuisance or is not given to persons who appear drunk.
- 23.7 Where the authority's discretion is engaged following relevant representations, conditions restricting the operation of alcohol delivery services may be imposed by the authority where appropriate for the promotion of the licensing objectives.

24.0 Minor Variations to premise licences or club premises certificates

- 24.1 It is possible to make small changes to a premises licence or club premises certificate through the minor variation process, which is cheaper, easier and quicker than the full variation process.
- 24.2 A minor variation is defined as one that could not impact adversely on any of the four licensing objectives. The process may be used for changes such as:
- small changes to the structure or layout of a premises;
 - the addition of authorisation for late night refreshment or regulated entertainment (such as performance of plays or film exhibitions);
 - small changes to licensing hours;
 - revisions, removals and additions of conditions (this could include the removal or amendment of out of date, irrelevant or unenforceable conditions, or the addition of volunteered conditions) and
 - any other minor matter where it is considered that the application does not adversely impact on one or more of the licensing objectives.
- 24.3 The Minor Variations process cannot be used to:
- add the retail or supply of alcohol to a licence
 - extend licensing hours for the sale or supply of alcohol at any time between 11pm and 7am;
 - increase the amount of time on any day during which alcohol may be sold by retail or supplied;
 - extend the period for which the licence or certificate has effect;
 - transfer the licence or certificate from one premises to another, or vary substantially the premises to which it relates
 - specify, in a premises licence, an individual as the premises supervisor;

- add the sale by retail or supply of alcohol as an activity authorised by a licence or certificate; or
 - disapply the mandatory conditions relating to a designated premises supervisor (there is a separate process by which community premises can apply for this).
- 24.4 A simplified process will be adopted for minor variations. The licensing authority will consult with any relevant responsible authority that it deems appropriate (if any) and any representations from them will be considered.
- 24.5 Whilst each application will be considered on its individual merits, it will be normal practice to refuse an application for a minor variation in favour of a full variation should any representations be received, unless agreement can be reached which satisfies the representation.
- 24.6 In the absence of any representation the minor variation would normally be granted provided that there is no likelihood of any adverse effect on the licensing objectives.

25.0 Licence Reviews

- 25.1 The proceedings set out in the Act and regulations represent a key protection for the community where there are problems associated with licensed premises.
- 25.2 Any person can apply for a review of a licence. The licensing authority encourages licensed premises, local residents and businesses to work together in achieving the promotion of the licensing objectives. Where problems arise it can be constructive for local residents to approach the manager of the licensed premises in the first instance. Alternatively, problems can just be reported to the licensing authority for them to address with the premises concerned. Responsible authorities are encouraged to give licence holders early warning of any concerns identified at a particular premise.
- 25.3 When considering whether any licensable activity should be permitted, on receipt of any relevant representations, the Authority will assess the likelihood of it causing unacceptable adverse impact, particularly on local residents, by considering the following factors amongst other relevant matters:
- the type of use, the number of customers likely to attend the premises and the type of customers at the time of the application;
 - the proposed hours of operation;
 - the level of public transport accessibility for customers either arriving or leaving premises and the likely means of public or private transport that will be used by the customers;
 - the means of access to the premises, which should have customer entrances on the principal pedestrian routes;
 - the cumulative impact of licensed premises in an area;
 - the scope for mitigating any impact;
 - how often the activity occurs.
 - and, in considering any application for a premises which is already licensed, the Authority will take into account any evidence:
 - of past demonstrable adverse impact from the activity, especially on local residents;
- Or
- that, if adverse impact has been caused, appropriate measures have been agreed and put into effect by the applicant to mitigate the adverse impact. If, however, such measures have not been put into effect or there has been insufficient time to assess them, this could impact on the determination of the application;
- Or
- of past history of the premises, where there have been no relevant complaints or problems.
- 25.5 The prime purpose of this part of the policy is to achieve the licensing objective of preventing public nuisance. In furtherance of this aim the policy lists particular matters that the Authority will take into account in considering whether a licensed activity is likely to cause an adverse impact, particularly to local residents:

- The precise nature of the activity, especially for entertainment, will be a factor in considering the impact, principally in terms of the age and orderliness of the customers.
- Levels of noise from licensed premises, which may be acceptable at certain times of day, may not be acceptable later in the evening or at night when ambient noise levels are much lower.
- The Authority's preference is to see licensed activities located in places where customers are not reliant on private car use, and can walk or use public transport. The Borough varies considerably. In town centres, a high use of public transport could be expected by the customers of licensed premises but, even there, car use is likely to increase when activities go on very late. Consequently, there could be unacceptable parking and traffic in nearby residential areas.
- The main impact of customers arriving, queuing and leaving should be confined to principal pedestrian routes as far as possible. It would not be appropriate, for instance, to have licensed activities which cause large numbers of people to exit into a residential area as opposed to a situation where pedestrian movement takes place directly to and from nearby public transport services.

25.6 With any adverse impact it may be possible to take steps to mitigate or prevent the impact and if such measures are reliable an activity may be licensed. In accordance with Government guidance, the decisions taken by the Authority will obviously be focused on matters within the control of individual licensees, and others granted relevant permissions, and the steps they can take to achieve the licensing objectives. Accordingly, these matters will centre on the premises and places being used for licensable activities and the likely impact of those activities on members of public living, working or engaged in normal activity in the area concerned.

25.7 In taking its decisions the Authority accepts the difficulty a licence holder has in preventing anti-social behaviour by individuals, once they are beyond the direct control of that licence holder. However, it will also take into account that the licensing objective of preventing public nuisance will not be achieved if patrons from licensed premises regularly engage in anti-social activities to the detriment of nearby residents or businesses.

25.8 The aim of the policy is to achieve a balanced approach to these difficult issues.

25.9 The Authority has a range of powers when determining a review; it may take any of the following steps:

- to modify the conditions of the premises licence (which includes adding new conditions or any alteration or omission of an existing condition), for example, by reducing the hours of opening or by requiring door supervisors at particular times;
- to exclude a licensable activity from the scope of the licence, for example, to exclude the performance of live music or

- playing of recorded music (where it is not within the incidental live and recorded music exemption);
- to remove the designated premises supervisor, for example, because they consider that the problems are the result of poor management;
- to suspend the licence for a period not exceeding three months;
- to revoke the licence.

- 25.10 The Authority and responsible authorities will use the review procedures effectively to ensure promotion of the licensing objectives. Where reviews arise and the Authority determines that the matter under review is seriously detrimental to one or more of the licensing objectives revocation of the licence, even in the first instance, may be seriously considered. Appendix 9 explains to applicants the role of Licensing Authority as a Responsible Authority.
- 25.11 Where an applicant is aggrieved by any decision or condition, there is a right of appeal to the Magistrates' Court. This appeal must be lodged within a period of 21 days from the day on which the applicant was notified by the Council of the decision. Unless an appeal is lodged a review decision takes effect at the end of the appeal period.
- 25.12 The Council will give comprehensive reasons for its decisions. The Council will also address the extent to which the decision has been made with regard to its statement of licensing policy and the Guidance issued by the Secretary of State under section 182

26.0 Compliance and Enforcement

- 26.1 The Council delivers a wide range of enforcement services aimed at safeguarding the environment and the community and at providing a 'level playing field' on which businesses can fairly trade. The administration and enforcement of the licensing regime is one of these services. The Council has adopted the Government's Enforcement Concordat designed to ensure effective and efficient public protection services. Specifically, the Council is committed to accord with the principles of good enforcement practice by carrying out its regulatory functions in a fair, open and consistent manner and will abide by its own Enforcement Policy.
- 26.2 The Enforcement Concordat is based on the principles that businesses should: -
- receive clear explanations from enforcers of what they need to do and by when;
 - have opportunities to resolve differences before enforcement action is taken - unless immediate action is needed;
 - receive an explanation of their rights of appeal.
- 26.3 All decisions and enforcement action taken by the Council will have regard to the relevant provisions of the Act, national guidance, the Enforcement Policy of the Council, and to the principles of the Enforcement Concordat. The Public Protection enforcement policy is currently being reviewed and the Council has, and will continue to have, regard to the statutory Regulator's code, issued by the Better Regulation Delivery Office under section 22 of the Legislative and Regulatory Reform Act 2006. Once adopted this will be placed on the council website
- 26.4 The Council intends to establish enforcement protocols with Greater Manchester Police on enforcement issues to provide for efficient deployment of local authority staff and police officers who may be engaged in enforcing licensing law and the inspection of licensed premises. An existing joint partnership approach is intended to prevent duplication of effort, maximise the potential for controlling crime and disorder at premises and to ensure compliance when relevant conditions are appropriate.
- 26.5 Enforcement will be targeted to problem and high risk premises/activities which require greater attention, premises which are well run and managed and therefore present a lower risk will enjoy a greater degree of self regulation.
- 26.6 Compliance visits will take place at the discretion of the Authority, working with partner agencies and resources will be prioritised towards areas of greatest need.
- 26.7 The Authority will continue to work with the licensing trade to ensure compliance of the Licensing Act and the promotion of the licensing objectives. Officers attend local pub watch meetings on an invitation basis.
- 26.8 The Authority will investigate complaints where it is alleged that licensable activities have/or are to take place without the relevant

licence/certificate/notice and will use its discretion to determine whether, in the circumstances, it is in the public interest to take enforcement action. Factors which may be taken into account are:

- The nature of the event
- The impact/likely impact of the event
- The safety measures in place to deal with any possible risks.

26.9 The licensing authority works in conjunction with partners such as Environmental Health, Trading Standards, Greater Manchester Police, Planning Department, Bury Safe, Bury's Drug and Alcohol Partnership, National Health Service (NHS), Bury Safeguarding Children Board and Greater Manchester Fire and Rescue Service, in delivering a range of initiatives aimed at ensuring the promotion of the Licensing Objectives throughout Bury such as:

- Joint-agency enforcement exercises
- Proactive monitoring of licensed premises
- Test purchase operations
- The establishment of Public Spaces Protection Orders deal with a particular nuisance or problem in a particular area that is detrimental to the local community's quality of life, by imposing conditions on the use of that area which apply to everyone.

26.10 The Authority will undertake surveillance relating to under-age sales to ensure compliance with legal and conditional requirements.

26.11 Where a licence holder is convicted of an offence under the Act, associated legislation or as a result of some other serious crime or event a review of the licence will be considered.

27.0 Suspension of premises licence for non-payment of the annual fee

27.1 The Licensing Authority is required to suspend a Premises Licence or Club Premises Certificate if the annual fee has not been paid when it is due. Where a Premises Licence or Club Premises Certificate has been suspended, no licensable activities can be lawfully carried out at the premises until the annual fee has been paid. The suspension will be lifted immediately upon payment of the fee and the licensable activities can be resumed.

27.2 If an annual fee has not been paid by the due date, the licence holder will be notified accordingly by the Licensing Authority and given notice of the date the suspension will take effect.

28.0 Additional considerations

28.1 Purple Flag

Purple Flag is an external accreditation designed to provide recognition that a town or city centre is managing its night time experience (17.00 – 06.00) and thus helping overcome any negative public perceptions that may exist. It provides the opportunity for a centre to present itself in a positive light to town centre users, including operators, residents, tourists and visitors.

Purple Flag has been developed by from original research undertaken by the Civic Trust. This showed that:

- More people would use centres at night if they were safer, more accessible and offered more choice
- A good mix of clientele can lessen intimidation and improve perceptions
- A wider range of attractions and consumers leads to longer term economic viability

In 2015 Bury Council were awarded the Purple Flag accreditation for Bury Town Centre for the tenth successive year. The Authority may look favourably on applications that promote the agenda and attributes of the accreditation.

Further info at www.purpleflag.org.uk

28.2 Large Scale Events

If you wish to hold an event in a public space in Bury general advice on organising events is available on the Council website: <https://www.bury.gov.uk/index.aspx?articleid=11740> . Contact can also be made with the Council's Licensing Unit to discuss the application further.

Licensees should also make reference to The Event Safety Guide – A Guide to Health, Safety and Welfare at Music and Similar Events, commonly referred to as 'The Purple Guide'

Landowners within the Borough will be encouraged to licence publicly accessible open spaces for appropriate activities.

28.3 Film Classification

Where a Premises Licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to films to be restricted in accordance with:

- Either the BBFC classification;
- Or where the film is not classified by the BBFC, any recommendations made by the licensing authority.

In accordance with the guidance issued under section 182 of the Licensing Act 2003, the licensing authority shall concern itself primarily with the protection of children from harm when classifying films. It will not use its powers to censor films save where there is clear cause to believe this is required to promote the licensing objectives.

The licensing authority considers the classification system used by the BBFC to be nationally understood and accepted. It will, therefore, use this system as a reference point for determining its recommendation(s) on the restriction of access of children to the film(s). However, it should be noted that the licensing authority is not obliged to follow these guidelines.

Requests for certification by the licensing authority should be made at least 28 days in advance of the proposed screening date and submitted to the Licensing Unit. Requests should include:

- A DVD copy of the film
- Details of any existing classification issued by an existing classification body, whether within or outside the UK
- A synopsis identifying the material within the film considered by the exhibitor to be likely to have a bearing on the age limit for the audience for exhibition of the film
- Such recommendation as may have been made by the film-maker upon age limit for the intended audience for exhibition of the film
- Proposal of age restriction by the applicant.

28.4 Pubwatch and Off-licence Forums

Membership of such schemes are demonstrations of good practice by the licensed trade and are supported by the Licensing Authority as well as partner agencies such as Greater Manchester Police and Public Health England. The Authority encourages licensees to participate in such local groups, or for them to seek to establish new ones where none currently exist. The Authority will endeavour to provide as much support as possible to any members of the trade looking to work together with neighbouring residents and businesses to ensure the promotion of the Licensing Objectives.

28.5 The use of tables and chairs on the public highway (Street Cafe Licence)

Licensed premises that wish to use a portion of a public street, road or place for the placing of tables, chairs or other temporary furniture outside a restaurant or cafe for patrons to use may only do so under permission of a Street Cafe licence issued by the Council as Highway Authority. Applicants should be aware that approval is not automatic and no tables or chairs should be placed on the highway until formal approval has been obtained

Street Cafe licences are subject to their own specific restrictions, including limitations on the hours during which they may be used and the number of tables and chairs that may be provided.

Where these areas include the provision of any licensable activities, including the sale of alcohol they must be included in the plan attached to the licence or certificate.

Applicants are expected to have specific regard to the impact upon the Licensing Objectives that the operation of any areas on the public highway that are licensed for tables and chairs might have.

Applicants should note that the grant of a premises licence to include part of the highway does not in itself grant permission to use that part of the highway and similarly a licence from the highway authority does not grant permission to undertake any other licensable activity.

The Business & Planning Act 2020 Pavement Café Licences July 2020 saw the introduction of Pavement Café Licences a new temporary regulatory regime for the licensing of tables and chairs on the highways. More information can be found on the Councils website at <https://www.bury.gov.uk/index.aspx?articleid=11018>

28.6 Early Morning Alcohol Restriction Orders

An Early Morning Alcohol Restriction Order (EMRO) allows the licensing authority to restrict the sale of alcohol at a specified time between the hours of midnight and 6:00am. There are no exceptions except for the supply of alcohol to residents with overnight accommodation via minibars and room service.

EMROs are intended to deal with alcohol-related crime & disorder anti-social behaviour, and serious public nuisance, which is not directly attributable to individual licensed premises. EMROs only apply to the sale or supply of alcohol they do not affect authorised hours for regulated entertainment or late night refreshment

An EMRO can apply to a specific area or even single street, it does not need to be Borough wide. It can apply to specific days of the week, can specify different times for different days of the week, and can apply to limited periods of the year or for an unlimited period. But it cannot apply on New Year's Eve/New Year's Day;

Any consideration for the introduction of an EMRO would be the subject of separate formal consultation and, if it is to be introduced, must be adopted at a meeting of the full Council

28.7 Late Night Levy

A Late Night Levy (LNL) enables Licensing Authorities to raise a contribution towards the costs of policing the Night Time Economy (NTE) by charging a levy on holders of Premises Licences and Club Premises Certificates authorised to sell alcohol.

It would apply across the whole Borough and be applicable to any premises licensed to operate from a fixed time between 00.00 hrs – 06.00 hrs.

Any consideration for the introduction of a LNL would be the subject of separate formal consultation and, if it is to be introduced, must be adopted at a meeting of the full Council.

28.8 The Terrorism (Protection of Premises) Act 2025

(The information contained below has been obtained from <https://homeofficemedia.blog.gov.uk/2025/04/03/martyns-law-factsheet/> Further guidance will be published in due course).

The Terrorism (Protection of Premises) Act 2025, also known as Martyn's Law, received Royal Assent on Thursday 3 April 2025.

The Government intends for there to be an implementation period of at least 24 months before the Act comes into force. This will allow the SIA's new function to be established, whilst ensuring those responsible for premises and events in scope have sufficient time to understand their new obligations. This will enable them to plan and prepare appropriately.

Please refer to our wider factsheets and legislation documentation which can be found [on GOV.UK](https://www.gov.uk).

What does Martyn's Law do?

The Terrorism (Protection of Premises) Act 2025¹, also commonly referred to as Martyn's Law, will improve protective security and organisational preparedness across the UK by requiring that those responsible for certain premises and events consider how they would respond to a terrorist attack. In addition to this, at certain larger premises and events, appropriate steps to reduce vulnerability to terrorist attacks must also be considered. Through the Act, qualifying premises and events should be better prepared and protected, ready to respond in the event of a terrorist attack.

Whilst those that fall within scope of the Act may wish to begin considering the requirements, they should note that guidance will be published in due course. This guidance will assist in understanding the requirements set out in the legislation. The guidance is being designed to be easy to follow, needing neither particular expertise nor the use of third-party products or services.

To support enforcement of the regime, a regulator will be established through a new function of the Security Industry Authority (SIA), which will support, advise and guide those responsible for premises and events in meeting the requirements of this legislation.

How will it work?

The Act establishes a tiered approach, linked to the number of individuals it is reasonable to expect may be present at the same time at premises and events.

Who will be in scope?

Premises that satisfy the following four criteria fall within scope of the Act:

1. There is at least one building (or the premises are in a building);
2. The premises are wholly or mainly used for one or more of the uses specified at Schedule 1 to the Act, e.g. a restaurant or a shop;
3. It is reasonable to expect that at least 200 individuals may be present at least occasionally; and
4. The premises are not excluded under Schedule 2 to the Act
If 800 or more individuals may be expected, the premises will be an enhanced duty premises unless the Act says otherwise.

An event that satisfies the following criteria fall within scope of the Act:

5. It will take place at premises within section 3(1)(a) of the Act, including land without buildings, that are not enhanced duty premises (or part of enhanced duty premises);
6. The relevant premises are accessible to members of the public for the purpose of the event;
7. It is reasonable to expect that there will be at least 800 individuals present for the event at once at some point during it;
8. There will be measures to check entry conditions are met, such as a ticket checks; and
9. The event is not excluded under Schedule 2 to the Act.

Who is the responsible person for qualifying premises?

For qualifying premises, the responsible person is the person who has control of the premises in connection with their relevant Schedule 1 use (e.g. the use of a venue as a sports ground or a hotel). Where there is more than one Schedule 1 use (e.g. a church that also has a creche), it will be the person in control of the premises in connection with whichever Schedule 1 use is the principal use.

Who is the responsible person for qualifying events?

For qualifying events, the responsible person is the person who has control of the premises at which the event will be held for the purposes of the event. The circumstances of the event will need to be considered to determine who the responsible person is. For example, if a concert is to be held in a park and the company putting on the event takes control of an area of the park for the purposes of that concert, the company putting on the event will be the responsible person. Conversely, if a stately home puts on a concert in its grounds and maintains control of the site for the purposes of that concert, the stately home will be the responsible person. This would be the case even if the stately home contracted organisations to do aspects of the event (e.g. to provide door security or ticketing).

What are the requirements for standard duty premises?

Standard duty premises are generally those where it is reasonable to expect that between 200 and 799 individuals (including staff) may be present at the same time at least occasionally. The responsible person will be required to:

- notify the Security Industry Authority (SIA) of their premises; and
- have in place, so far as reasonably practicable, appropriate public protection procedures.

These public protection procedures are those which should be followed by people working at the premises if an act of terrorism were to occur at the premises, or in the immediate vicinity. They are procedures which may be expected to reduce the risk of physical harm being caused to individuals relating to evacuation, invacuation (moving people to a safe place), locking down the premises, and communicating with individuals on the premises.

The requirements for standard duty premises are centred around simple, low-cost activities with costs relating primarily to time spent. There is no requirement to put in place physical measures.

What are the requirements for enhanced duty premises and qualifying events?

Enhanced duty premises and qualifying events are premises or events where it is reasonable to expect that 800 or more individuals (including staff numbers) may be present on the premises at least occasionally² or attend the event at the same time. In addition to the same requirements as standard duty premises (above), the person responsible for enhanced duty premises and qualifying events will additionally be required to:

- have in place, so far as reasonably practicable, appropriate public protection measures that could be expected to reduce both (i) the vulnerability of the premises or event to an act of terrorism, and (ii)

the risk of physical harm being caused to individuals if an attack was to occur there or nearby. For example, enhanced duty premises will be required, so far as is reasonably practicable, to implement measures relating to the monitoring of the premises and their immediate vicinity;

- document the public protection procedures and measures in place, or proposed to be put in place, and provide this document to the SIA. This document should include an assessment of how the public protection procedures and measures reduce vulnerability and/or the risk of harm; and
- Where the responsible person is not an individual, they must designate a senior individual with responsibility for ensuring that the responsible person complies with these requirements.

How to assess how many individuals are reasonably expected to be present?

A range of methods can be used to make a reasonable assessment. This includes methods which those responsible for premises and events may already be familiar with, e.g. safe occupancy calculations for the purposes of fire safety or use of historic data.

How will Martyn's Law be enforced?

To support enforcement of the regime, a new regulatory function will be established within the Security Industry Authority (SIA). The SIA will seek to support, advise and guide those responsible for premises and events in meeting the requirements of this legislation. Where there are instances of serious or persistent non-compliance the SIA will be able to take enforcement action including compliance notices, monetary penalties and restriction notices. The legislation also includes some criminal offences. The SIA must prepare statutory guidance about how it will discharge its functions under the Act, which must be approved by the Home Secretary before it is published.

There will be a period of time prior to the implementation of the legislation, i.e. when it will come into force. We expect this period to be at least 24 months to allow for the set-up of the regulator and to ensure sufficient time for those responsible for premises and events in scope to understand their new obligations before they come into force, being able to plan and prepare accordingly.

How will my business or organisation be supported on Martyn's Law?

Guidance will be provided in due course to assist those in scope to understand the requirements set out in the legislation. The guidance is

being designed to be easy to follow, needing neither particular expertise nor the use of third-party products or services.

The Home Office continues to build on the materials already published in relation to this legislation. This includes a bespoke landing page on Protect UK, Government factsheets which set out key aspects of the legislation, social media promotion, various press releases, media briefings, and our substantial stakeholder engagement campaign.

Our intention is to augment and further strengthen our communications during the implementation period, to support duty holders and raise awareness amongst the public.

Will Martyn's Law apply to all of the UK?

The legislation will apply across England, Wales, Scotland and Northern Ireland to ensure consistency in keeping the public safe across all parts of the United Kingdom.

Why have we introduced Martyn's Law?

Since March 2017, Counter Terrorism Policing assesses that there have been 15 domestic terror attacks in the UK (not including Northern Ireland-related terrorism), and security services and law enforcement have together disrupted 43 late-stage plots.

The threat picture is complex, evolving and enduring, with terrorists choosing to attack a broad range of locations. It is not possible to predict where in the UK an attack might happen, or the type of premises or event that could be impacted – either directly as the target of an attack, or indirectly by being located near to the target of an attack.

Engagement with business indicates that preparedness and protective security in the counter-terrorism space often falls behind areas where there are long-established legal requirements, such as health and safety. The police, security services, and other partners continue to do all they can to combat the terror threat; and many businesses and organisations already do excellent work to improve their security and preparedness. However, the absence of legislative requirements means there is no consistency of consideration or of outcomes achieved.

Appendix 1

Responsible Authorities

Licensing Authority
3 Knowsley Place
Duke Street
Bury
BL9 0EJ
Tel Number: 0161 253 5208
Email: licensing@bury.gov.uk

The Fire Safety Manager Greater Manchester Fire & Rescue Service

Bury Fire Station
Magdalene Road
Bury, BL9 0ES
Tel Number: 0161 253 0313
Email: P&PAAdminTeamBuryOldham@manchester.gov.uk

Bury Safeguarding Children Board

18-20 St Mary's Place
Bury
BL9 0DZ
Tel Number: 0161 253 5705
Email: safeguardingteam@bury.gov.uk

Planning Authority

3 Knowsley Place
Duke Street
Bury
BL9 0EJ
Tel Number: 0161 253 5314
Email: planning@bury.gov.uk

Greater Manchester Police

Dunster Road
Bury,
BL9 0RD
Tel Number: 0161 856 8177
Email: NDiv.Partnership@gmp.police.uk

Public Protection

Health & Safety, Pollution and Weights & Measures Sections
3 Knowsley Place
Duke Street
Bury
BL9 0EJ
Tel Number: 0161 253 5353
Emails:
Pollution and Health & Safety: commercial@bury.gov.uk
Weights and Measures: tradingstandards@bury.gov.uk

Public Health

3 Knowsley Place

Duke Street

Bury

BL90EJ

Email: publichealth@bury.gov.uk

Immigration

Alcohol Licensing Team

Lunar House

40 Wellesley Road

Croydon

CR9 2BY

Email: Alcohol@homeoffice.gsi.gov.uk

Neighbouring Authorities

Bolton	01204 333333
Blackburn	01254 585585
Rochdale	01706 647474
Rossendale	01706 217777
Salford Council	0161 793 2500

Appendix 2**Exercise and delegation of functions**

The Council Constitution delegates the governance arrangements in respect of the Licensing Act 2003 to the Licensing Hearings Sub-Committee except Policy issues which are reserved to Council by the Act. The delegated functions are exercised in accordance with this table.

The Licensing & Safety Panel consists of 11 members, with a quorum of 3. A Licensing Hearings Sub-Committee consists of 3 members.

Matter to be dealt with	Full Panel	Hearings Panel	Officers
Application for personal licence		If a representation made	If no representation made
Application for personal licence with unspent convictions		All cases	
Application for premises licence/club premises certificate		If a representation made	If no representation made
Application for provisional statement		If a representation made	If no representation made
Application to vary designated personal licence holder		If a police representation	All other cases
Request to be removed as designated personal licence holder			All cases
Application for transfer of premises licence		If a police representation	All other cases
Application for Interim Authorities		If police representation	All other cases
Application to review premises licence/club premises certificate		All cases	

Decision on whether a complaint is irrelevant frivolous vexatious etc			All cases
Matter to be dealt with	Full Panel	Hearings Panel	Officers
Decision to object when local authority is a consultee and not the lead authority			All cases
Decision to object when local authority is a consultee and not the lead authority		All cases	
Determination of an objection to a temporary event notice		All cases	
Determination of an application to vary premises licence at community premises to include alternative licence condition.		If Police objection	All other cases
Decision whether to consult other responsible authorities on minor variation application			All cases
Determination of application for minor variation			All cases
Decision on whether a representation is irrelevant, frivolous or vexatious			All cases
Application for review by			All cases

Licensing Authority			
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Appendix 3

Mandatory Conditions

This licence is granted subject to any **Mandatory Conditions** imposed by the Licensing Act 2003, **and conditions volunteered** on the application form to be undertaken by the applicant and where necessary, **conditions imposed by the Licensing Authority** in order to promote the Licensing Objectives.

Mandatory Conditions:

- a No supply of alcohol may be made under the Premises Licence at a time when there is no Designated Premises Supervisor (DPS) in respect of the Premises Licence OR at a time when the Designated Premises Supervisor does not hold a Personal Licence or his/her Personal Licence has been suspended.
- b Every supply of alcohol under the Premises Licence must be made or authorized by a person who holds a Personal Licence.
- c Any Door Security staff employed to carry out a security activity at the premises must be licensed with the Security Industry Authority (SIA).
- d. In respect of the exhibition of films as mentioned below:
 - 1 The admission of children to the exhibitions of any film is restricted as follows:
 - 2 Where the film classification body is specified in the licence, unless 3(b) below applies, the admission of children is restricted in accordance with any recommendation of that body.
 - 3 Where:-
 - (a) the film classification body is not specified in this licence, or
 - (b) the licensing authority has notified the holder of the licence that this subsection applies to the film in question,the admission of children is restricted in accordance with any recommendation made by the licensing authority.
 - 4 In relation to the above:
 - "children" means persons under the age of 18 years; and
 - "film classification body" means the persons or person designated as the authority under section 4 of the Video Recordings Act 1984.

Mandatory Conditions pursuant to The Licensing Act 2003

Mandatory Licensing Conditions (Amendment) Order 2014

- 1. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises:

(a) games or other activities which require or encourage, or are designed to require or encourage, individuals to:

(i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or

(ii) drink as much alcohol as possible (whether within a time limit or otherwise)

(b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective

(c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective

(d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner

(e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

2. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

3. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either:

(a) a holographic mark, or

(b) an ultraviolet feature.

4. The responsible person must ensure that:

(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures:

- (i) beer or cider: ½ pint
- (ii) gin, rum, vodka or whisky: 25 ml or 35 ml, and
- (iii) still wine in a glass: 125 ml

(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises, and

(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

Definition:

Responsible person - as defined by section 153 (4) Licensing Act 2003 -

(a) In relation to a licensed premises -

- (i) the holder of a premises licence in relation to a premises*
- (ii) the designated premises supervisor (if any) under such a licence*
- (iii) any individual aged 18 or over who is authorised for the purposes of this section by such a holder or supervisor.*

(b) In relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables him to prevent the supply in question.

The Licensing Act 2003 (Mandatory Conditions) Order 2014

1. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

2. For the purposes of the condition set out in paragraph 1 —

(a) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979

(b) “permitted price” is the price found by applying the formula—

$$P = D + (D \times V)$$

where—

- (i) P is the permitted price,

- (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
- (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
- (c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence—
 - (i) the holder of the premises licence,
 - (ii) the designated premises supervisor (if any) in respect of such a licence, or
 - (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;
- (d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
- (e) "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.

3. Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

4. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Appendix 4
Licensing Act 2003 – Model conditions

NOTE: the conditions below do not form part of the policy and will continue to be developed, if you have any questions about these conditions, please contact the Licensing Office.

The following conditions are offered for consideration by Licensing Hearings Sub-Committee should the Panel consider a licence be granted with additional and/ or modified conditions. They may also be offered by applicants through the application or mediation processes. It is not the intention to apply all these model conditions to each and every licence. It is accepted that any conditions will only be attached to a licence where it is reasonable and proportionate to do so and promotes one or more of the licensing objectives.

Any risk assessment to identify necessary conditions will consider the individual circumstances of the premises including:

- The nature and style of the venue
- The activities being conducted there
- The location and
- Anticipated clientele

Proposed Licensing Act 2003 Model Conditions

Martyn's Law

1. At all times that the premises are open to the public for licensable activities, all staff on-duty at the premises and all on-duty managers must have completed ACT:Awareness training. In addition, a minimum of 1 on-duty manager must also have completed the ACT:Operational or ACT:Strategic training.
2. The Designated Premises Supervisor must complete the ACT:Awareness training and ACT:Operational or ACT:Strategic training course within 28 days of the grant or variation of the licence. Should the Designated Premises Supervisor named on the licence change, the new Designated Premises Supervisor must complete those courses within 28 days of being named on the licence.
3. Within 28 days of the grant or variation of the licence, a documented security vulnerability assessment, which must incorporate counter terrorism measures, must be undertaken for the premises to include all areas in which licensable activities takes place and which the public will have access and/or transit through. The assessment shall be routinely reviewed and must be reviewed following the elevation of the change of the national threat level. All reviews shall be documented.
4. Within 28 days of the grant or variation of the licence, the premises licence holder shall evaluate any risks identified through the security vulnerability assessment and take promptly such steps to eliminate them or to reduce the risk as far as is reasonably practicable. A documented record must be maintained of any remedial action implemented and made available upon request to any police officer or an authorised officer of Bury Council.
5. Within 28 days of the grant or variation of the licence, the premises must have a documented counter-terrorism plan, which sets out counter

measures to be implemented in response to a terrorist attack, through the principles of 'Guide', 'Shelter' and 'Communicate' -

- **Guide** – Direct people towards the most appropriate location (in vacu-ation, evacuation, hide)
- **Shelter** – Understand how your place or space might be able to lock-down and shelter people within it for several hours
- **Communicate** – Have a means of communicating effectively and promptly with users of your place and have staff capable of giving clear instructions. Also have the capability of integrating with any response or rescue operation by providing things like building plans.

Admission and control of entry

6. The designated queuing area shall be enclosed within appropriate barriers and ensure that a minimum width of 1.8m [or specify if greater] is maintained on the footway to allow safe passage by pedestrians.
7. An ID scanning system approved in writing by the licensing authority must be operated at the premises at all times it is open to the public. All persons entering the premises must provide verifiable ID and record their details on the system.
8. All persons entering or re-entering the premises must be searched by an SIA registered door supervisor [and all searches must be monitored by the premises CCTV system].
9. No patron shall be admitted or readmitted to the premises [after XX:XX hours] unless they have [passed through a metal detecting search arch] [been searched using hand-held electronic search wands] and, if the search equipment is activated, have been physically searched in accordance with a procedure agreed with Greater Manchester Police, which must include a 'pat down search' and a full bag search. Search equipment must be kept in working order.

10. No customer will be permitted to enter or re-enter the premises between the hours of [specify] save for persons who have temporarily left the premises (e.g. to smoke).
11. Between [specified times] no customer will be permitted to enter or leave the premises by means of [specified entrances].
12. No more than [insert number] customers will be permitted on the premises at any one time.
13. The premises licence holder shall ensure a suitable method of calculating the number of people present during licensable activities is in place.

Door supervisors

14. Door supervision must be provided on (specify days / circumstance).
Door supervisors must be on duty from [specify hours] and must remain on duty until the premises are closed and all the customers have left.
15. On [specify days/hours], at least [insert number] of SIA registered door supervisors must be on duty at the premises [specify location at the premises] [or as shown on the plan].
16. Door supervisors shall be employed at the ratio of [XX] door supervisor for every 100 customers (or part thereof).
17. Door supervisors shall be employed by the premises based upon a risk assessment carried out in relation to the following factors:
 - (i) Size of the venue
 - (ii) Expected attendance
 - (iii) Type of event taking place
 - (iv) Location of the premises
 - (v) Time of year
 - (vi) Special occasion (New Year, Halloween, Local events etc.)
 - (vii) Premises Licence Conditions
18. At least [XX] female door supervisor(s) shall be on duty at the premises at such times as door supervisors are required to be provided.

19. All door supervisors, and other persons engaged at the premises for the purpose of supervising or controlling queues or customers, must wear [high visibility jackets or vests or armbands].
20. Any door supervisors on duty at the premises must be supplied by an SIA-Approved Contractor Scheme company.
21. The Designated Premises Supervisor or on-duty manager must ensure that all door supervisors on duty at the premises are correctly displaying their current SIA accreditation and are briefed on their responsibilities and relevant company operating procedures before they commence duty.
22. Door supervisors must be provided with radios to enable them to contact each other and the duty manager at the premises.
23. Where SIA registered door supervisors are used at the premises, a record must be kept of their SIA registration number and the dates and times when they are on duty.

Bodycams

24. On [specify days/hours], at least [insert number] of SIA registered door supervisors on duty at [specify location at the premises] [or as shown on the plan] must wear working body cams.
25. All body cams must:
 - (i) be activated by the wearer to record any incident of crime and disorder they witness;
 - (ii) provide a continuous recording loop designed to ensure that relevant information is still captured if the User is unable to immediately activate the recording;
 - (iii) produce an acceptable video recording under street lighting and inside buildings, including low-light conditions
 - (iv) be overt, be pointed correctly to ensure best evidence is captured, and worn so that it will not be obscured by clothing;

- (v) be capable of clearly recording a conversation between the User and people in close proximity; and be optimised to record speech rather than background noise;
 - (vi) record synchronised video and audio;
 - (vii) employ a wide-angle lens that records a broad scene in full focus;
 - (viii) be securely attached to avoid accidental loss and malicious removal
 - (ix) be equipped with sufficient storage and battery capacity to cover the requirements of a working shift.
 - (x) record in a format viewable in its original format using free software including VLC media player
 - (xi) when transferred off the device, recordings should be preserved in their original format and any metadata retained
 - (xii) must always show the correct time and date in video footage, for evidential continuity
 - (xiii) be capable of still capturing video if the microphone malfunctions, and audio is still captured if the camera malfunctions.
 - (xiv) not overwrite data once recording capacity is reached.
26. A record must be kept of the SIA registration number of the door supervisor and the ID of bodycam worn by them.
27. Bodycam images must be stored so that they are retrievable and accessible for replay and viewing, and kept in an environment that will not be detrimental to the quality or capacity for future viewing. They should be appropriately labelled to enable identification and retrieval and kept for a minimum of 28 days.
28. The premises licence holder must ensure there are members of trained staff at the premises during operating hours able to provide viewable copies on request to police or authorised local authority officers as soon as is reasonably practicable in accordance with the Data Protection Act 1998 (or any replacement legislation).

CCTV

29. The premises licence holder must ensure that:

- (i) CCTV cameras are located within the premises to cover all public areas including all entrances and exits [The location of cameras could also be specified on the plan attached to the premises licence].
- (ii) The system records clear images permitting the identification of individuals.
- (iii) The CCTV system is able to capture a minimum of 24 frames per second and all recorded footage must be securely retained for a minimum of 28 days.
- (iv) The CCTV system operates at all times while the premises are open for licensable activities [or specify timings].
- (v) All equipment must have a constant and accurate time and date generation.
- (vi) The CCTV system is fitted with security functions to prevent recordings being tampered with, i.e. password protected.
- (vii) There are members of trained staff at the premises during operating hours able to provide viewable copies on request to police or authorised local authority officers as soon as is reasonably practicable in accordance with the Data Protection Act 1998 (or any replacement legislation).

Preventing illegal drug use

30. There shall be a lockable 'drugs box' at the premises to which no member of staff, except the DPS and/or [designated role-holder at business], shall have access. All controlled drugs (or items suspected to be, or containing controlled drugs) found at the premises must be placed in this box as soon as practicable. Whenever this box is emptied, all its contents must be given to Greater Manchester Police for appropriate disposal.

Promotional activity

31. The premises licence holder must submit to [insert contact details for Responsible Authority] a completed risk assessment form as prescribed at least 28 days before any event that is

- (i) carried on by any person not affiliated with the venue; and
- (ii) promoted / advertised to the public.

32. No promotional social media communication may be carried on for the purpose of encouraging the sale or supply of alcohol at the premises, which can reasonably be considered to condone, encourage or glamorise antisocial behaviour or to refer to the effects of drunkenness in any favourable manner.

Incident reporting

33. An incident log (which may be electronically recorded) shall be kept at the premises for at least six months, and made available on request to the police or an authorised officer of the licensing authority, which will record the following incidents including pertinent details (delete as appropriate):

- (i) All alleged crimes reported to the venue or by the venue to the police
- (ii) All ejections of patrons
- (iii) Any complaints received
- (iv) Any incidents of disorder
- (v) Seizures of drugs, offensive weapons, fraudulent ID or other items
- (vi) Any faults in the CCTV system, searching equipment or scanning equipment
- (vii) Any refusal of the sale of alcohol
- (viii) Any faults in the CCTV system, searching equipment or scanning equipment
- (ix) Any visit by a responsible authority or emergency service
- (x) The times on duty, names and the licence numbers of all licensed door supervisors employed by the premises.

Staff training (alcohol & vulnerability welfare)

34a) All staff authorised to sell alcohol shall be trained in (delete as appropriate):

- (i) Relevant age restrictions in respect of products

- (ii) Prevent underage sales
- (iii) Prevent proxy sales
- (iv) Maintain the refusals log
- (v) Enter sales correctly on the tills so the prompts show as appropriate
- (vi) Recognising signs of drunkenness and vulnerability
- (vii) How overservice of alcohol impacts on the four objectives of the Licensing Act 2003
- (viii) How to refuse service
- (ix) The premises' duty of care policy, understanding and dealing with situations involving vulnerable people, and incidents of harassment
- (x) Action to be taken in the event of an emergency, including the preservation of a crime scene and reporting an incident to the emergency services
- (xi) The conditions in force under this licence.

34b) Training must include evidence that the trainee has gained knowledge and understanding of the training, which may consist of a test or quiz, completed and signed by the trainee.

34c) Documented records of training completed shall be kept for each member of staff. Training shall be regularly refreshed and at no greater than 6 [or specify] monthly intervals. Training records shall be made available for inspection upon request by a police officer or an authorised officer of Bury Council.

Preventing and dealing with drunkenness and vulnerability

35. The premises shall have a documented Duty of Care policy for managing intoxicated and vulnerable customers and dealing with incidents of harassment at the premises. The policy shall also include provision for persons refused entry to the premises who are also considered vulnerable by staff.

36. The premises shall display prominent signage indicating [at any point of sale] [at the entrance to the premises] [in all areas where alcohol is located] that it is an offence to sell alcohol to anyone who is drunk.
37. A Personal Licence Holder must be present at the premises to supervise all sales of alcohol.
38. A minimum of [specify] persons must be employed and on duty at the premises between [specify days/hours] who are specifically tasked to maintain the safety of customers who may be vulnerable, ill or in distress as a result of alcohol and/or drug-related intoxication. Such persons must be trained on drunkenness, vulnerability, and drugs awareness in the night-time economy; and responding to these matters.
39. The premises shall provide facilities for customers to securely recharge their mobile phones.

Glassware and use of ice fountains / bottle sparklers

40. Drinks must only be served in polycarbonate/plastic containers [on specified days or events] [upon reasonable notice by Greater Manchester Police].
41. Customers will not be permitted to remove from the premises any drinks supplied by the premises (alcoholic or otherwise) in open containers [except for consumption in any delineated external area as shown on the plan attached to the licence].
42. Spirit, Champagne and all other glass bottles greater than [70cl] are restricted to customers seated at a [table] [booth] in the delineated area[s] as shown on the plan attached to the licence. These bottles must be secured to the table or ice bucket and must only be dispensed by a member of staff who is trained in the responsible service of alcohol. Customers must not be permitted to leave their table carrying any such bottle, or be permitted to drink directly from the bottle.
43. Ice fountains or similar products (which are classed as HT4 explosives):

- a) Must be kept in their original packaging and only stored in a secure store room or fire-resistant cabinet that the public have no access to. The room/cabinet must be kept locked, except for the depositing or removal of products but must be locked immediately thereafter.
- b) Their use must be risk assessed in advance and appropriate control measure put in place to reduce the risk to staff and customers, which must include (but is not limited to):
 - (i) staff training in their safe use and dispersal
 - (ii) the provision of appropriate first aid training and equipment
 - (iii) suitability of areas of the premises where the products will be used
- c) The risk assessment and control measures identified must be documented, kept on the premises and made available for inspection to a police, fire or authorised officer upon request.

Preventing underage sales

- 44. The Challenge [21] [25] scheme must be operated to ensure that any person who appears to be under the age of [21] [25] shall provide documented proof that he/she is over 18 years of age. Proof of age shall only comprise a passport, photo card driving licence, an EU/EEA national ID card or similar document, an HM Forces warrant card, a card bearing the PASS hologram, or any electronic or biometric age verification technology approved by the licensing authority.
- 45. The premises shall display prominent signage indicating [at any point of sale] [at the entrance to the premises] [in all areas where alcohol is located] that the Challenge [21] [25] scheme is in operation.
- 46. The premises shall display prominent signage indicating [at any point of sale] [at the entrance to the premises] [in all areas where alcohol is located] that it is an offence to buy or attempt to buy alcohol for a person

who is under 18 and for a person under the age of 18 to buy or attempt to buy alcohol.

47. A refusals record must be kept at the premises which details all refusals to sell alcohol. This record must include the date and time of the incident, a description of the customer, the name of the staff member who refused the sale, and the reason the sale was refused. All entries must be made within 24 hours of the refusal. The record must be made available for inspection and copying within [specify days / hours or a reasonable time] of a request by an officer of a Responsible Authority.

Alcohol deliveries

48. The premises licence holder shall provide the following information in writing to the licensing authority before any sale of alcohol is carried out (and notify change to this information to the licensing authority within 7 days):

- (i) The trading name of any company that will operate under the licence
- (ii) All telephone numbers that will be used to accept orders
- (iii) The URL/website address that will be used to accept orders.

49. Any promotional material and/or any website home page used as part of the business operating under this licence will clearly state the premises licence number. For the avoidance of doubt, this includes flyers, leaflets and business cards promoting the business.

50. All deliveries of alcohol shall only be delivered to a premises address with a valid postcode and will only be delivered directly to that property.

Restaurants and takeaways (alcohol)

51. The premises must only operate as a restaurant:

- (i) in which customers are seated at a table,
- (ii) which provides food in the form of substantial table meals that are prepared on the premises and are served and consumed at the table using non-disposable crockery,

- (iii) which do not provide any take away service of food or drink for immediate consumption, and
- (iv) where alcohol must not be sold, supplied, or consumed on the premises otherwise than to persons who are taking substantial table meals and provided always that the consumption of alcohol by such persons is ancillary to taking such meals.

52. Sales of alcohol for consumption off the premises shall only be supplied with, and ancillary to, a takeaway meal.

Restricting alcohol sales in relation to designated special events, eg. football matches

53. Prior to any [designated special event by Greater Manchester Police] ['designated sporting event' (as defined in the Sporting Events Control of Alcohol Act 1985)] the premises licence holder shall ensure that:

- (i) Alcohol sales in respect of cans of beer or cider are limited to no more than four cans per person for a minimum of four hours before the commencement of the relevant designated [special] [sporting] event
- (ii) No sales of alcohol in bottles or glass containers are made in the period four hours before the commencement of the designated [special] [sporting] event
- (iii) Alcohol sales cease for a period of one hour immediately before the commencement of the relevant designated [special] [sporting] event
- (iv) On any day where there is a relevant designated [special] [sporting] event taking place, the premises will not externally advertise as a result of a local store promotion the availability of beer or cider in such a way as to be likely to be the sole inducement to attract persons to the premises who are either attending the designated [special] [sporting] event or in the vicinity of the premises as a result of the designated [special] [sporting] event
- (v) All members of staff working at the premises are informed of this condition prior to taking up employment

- (vi) On the day of the relevant designated [special] [sporting] event, upon the direction of a police officer, using the grounds of the prevention of crime and disorder or public safety, the premises will immediately cease to sell alcohol until further directed.

Use of special effects

54. Any special effects or mechanical installations shall be arranged and stored so as to minimise any risk to the safety of those using the premises. The following special effects will only be used if 10 days' prior notice is given to the licensing authority where consent has not previously been given:

- (i) Dry ice and cryogenic fog
- (ii) Smoke machines and fog generators
- (iii) Pyrotechnics, including fireworks
- (iv) Firearms (eg. Blank firing pistols)
- (v) Lasers
- (vi) Explosives and highly flammable substances
- (vii) Real flame
- (viii) Strobe lighting.

Emergencies

55. The premises licence holder shall ensure that at all times when the public is present there is at least one competent person able to administer first aid, that an adequate and appropriate supply of first aid equipment and materials is available on the premises, and that adequate records are maintained in relation to the supply of any first aid treatment.

56. All external emergency exit doors shall be fitted with sensor alarms and visible indicators to alert staff when the doors have been opened.

57. All staff on duty at the premises shall be trained in the Emergency and Evacuation procedures for the premises and aware of their individual responsibilities. This includes any door supervisors. Documented records of training completed shall be kept for each member of staff. Training shall be regularly refreshed and at no greater than [specify] monthly

intervals. Training records shall be made available for inspection upon request by a police officer or an authorised officer of Bury Council.

58. The premises shall have a minimum 20m rescue throwline available on the premises for emergency use. All on-duty staff (including security) shall be knowledgeable of its location and the manufacturer's instructions for use.

Preventing noise and other public nuisances

59. All external windows and doors must be kept shut at all times when regulated entertainment is being provided. Doors may be opened for normal entrance and egress of people but must be shut immediately thereafter.
60. No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises that gives rise to a nuisance.
61. A noise limiting device must be installed and must operate at all times regulated entertainment takes place at the premises. The device must be of a type, in a location and set at a level [specify if known] [approved in writing by the appropriate officer of the Council].
62. The location and orientation of loudspeakers must be as specified on the attached premises plan.
63. An [acoustic lobby / acoustic door / acoustic curtains / acoustic door seals / automatic door closer] must be installed [specify the location / define on plan].
64. There shall be no noise or odours caused by the kitchen extraction equipment that gives rise to a nuisance.

Deliveries (nuisance)

65. A direct telephone number for the duty manager must be prominently displayed where it can conveniently be read from the exterior of the premises by the public. The telephone must be manned at all times the premises is open for licensable activities.

66. No deliveries or collections relating to licensable activities at the premises will take place between the hours of [insert hours].
67. Delivery drivers shall conduct the delivery in a manner that will not cause a noise disturbance to the occupiers of any residential properties surrounding the delivery address. This includes the avoidance of slamming doors, playing loud music, shouting, over-revving engines and sounding horns to signal their arrival. The driver shall turn the engine off immediately upon arrival at the delivery address and will park considerately without causing any obstruction to the highway.
68. Customers must be instructed when placing the order that they will not be able to collect the order from the vehicle. All deliveries will only be made directly to the property address and customers will not be permitted to take orders from the vehicle.

Smoking and other external areas

69. Customers permitted to temporarily leave and then re-enter the premises to smoke must be restricted to a designated smoking area defined as [specify location / mark on plan]. No more than [insert number] of customers will be permitted to remain in the designated smoking area at any one time.
70. Clear and legible notices must be prominently displayed at any area used for smoking requesting customers to respect the needs of local residents and use the area quietly.
71. No more than [*insert number*] customers will be permitted to enter or remain in [define outdoor area(s)] of the premises at any one time, between the hours of [specify].

Litter and cleansing

72. At [specify times] [specify areas] outside the premises, including [specify areas] must be swept and/or washed, and litter and sweepings collected and stored [specify storage and collection].

73. All takeaway packaging and wrappers shall clearly identify the premises, i.e. by way of company logo or name.
74. Where the premises provide late night refreshments for consumption off the premises sufficient waste bins must be provided at or near the exits, to enable the disposal of waste.
75. Empty bottles which have been collected must be placed into locked bins when deposited outside.
76. All waste shall be properly presented and placed out for collection no earlier than 30 minutes before the scheduled collection times.
77. Between the hours of [insert hours] no waste/glass bottles will be moved or deposited outside.

Children on the premises

78. No person under the age of [insert age] years of age is permitted to enter or remain on the licensed premises when alcohol is being sold or supplied.
79. The PLH/DPS will provide [specify ratio] adult supervisors at a ratio of [specify ratio] who can provide care for the children as they move from stage to dressing room etc., and to ensure that all children can be accounted for in case of an evacuation or an emergency.
80. The licence holder and/or DPS shall ensure that any child performer is licensed with Bury Council's Licensing Unit and accompanied by a registered chaperone. Documented records should be kept for six months, including the child's name, their licence number and chaperone details.
81. Where children are allowed on the premises, information shall be displayed [location] on what to do if there is a cause for concern regarding a child's welfare. This shall include reporting to Bury Council on 253 5678 or the NSPCC on 0808 800 5000 (free 24-hour service) or dialling 999 in the event of an immediate threat.

Late night refreshment

82. Any hot food or hot drink provided after 11pm (late night refreshment) under this licence must only be consumed on the premises.
83. Between [specify hours from 11pm/days] customers must not be permitted to remove from the premises any hot food or hot drink (late night refreshment) provided at the premises.

Large events

84. The Premises licence Holder must comply with the Event Management Plan submitted to and approved by the Licensing Authority and no changes will be made to the Event Management Plan without the prior written consent of the Licensing Authority.

Boxing and wrestling (including MMA and other combat sports)

85. The Premises licence Holder must comply with the Event Management Plan submitted to and approved by the Licensing Authority and no changes will be made to the Event Management Plan without the prior written consent of the Licensing Authority. The Plan must set out (but is not limited to):
- (i) how fighters will be matched
 - (ii) the measures that will be in place to ensure the safety and welfare of competitors; including medical facilities and qualified staff provision
 - (iii) fighter details
 - (iv) layout of the venue
 - (v) competition rules
 - (vi) referee details including qualifications.

Adult entertainment

86. The premises may not show R18 films without the benefit of a sex cinema licence.

87. No person under the age of 18 will be permitted to enter or remain on the premises when any "relevant entertainment" (as defined in Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982) is taking place.

For reference:

Relevant entertainment is 'Any live performance or any live display of nudity, which is of such a nature that, ignoring financial gain, it must reasonably be assumed to be provided solely or principally for the purpose of sexually stimulating any member of the audience (whether by verbal or other means).

Display of nudity means in the case of a woman - exposure of her nipples, pubic area, genitals or anus; and
in the case of a man - exposure of his public area, genitals or anus.

The audience can consist of one person.

Dispersal

88. The dispersal of customers from the premises must be managed in accordance with the following:
- (i) Clear and legible notices must be prominently displayed at all exits requesting customers to respect local residents and leave the area quietly.
 - (ii) Public announcements requesting customers to leave quietly to minimise disturbance to nearby residents
 - (iii) A [specify minutes] period where [music volume is reduced / lighting increased / alcohol sales cease].
 - (iv) A suitable member of staff or a Door Supervisor[s] will be visible at each public entrance / exit to control the dispersal, to remind people to leave quietly, and to prevent patrons from re-entering the premises, and shall deter customers from using private hire vehicles without a prior booking
 - (v) All drinks and glass vessels must be removed from patrons as they leave to ensure no glass leaves the premises.

89. From no later than 1 hour before the premises closes to the public, a member of staff shall be dedicated to monitor the dispersal of customers and ensure patrons do not contribute to anti-social behaviour in the vicinity. They will be easily identifiable by way of their uniform or high visibility jacket / vest; will have a detailed knowledge of all transport options in the area and provide directions for patrons who may be loitering in the vicinity of the premises.

Appendix 5

THE HYPNOTISM ACT 1952

Stage hypnotism provided as an entertainment requires special consideration and planning. If an applicant knows they may wish to have a performance of stage hypnotism at any time this should be addressed in the Operating Schedule. The Act states that no person shall give an exhibition, demonstration or performance of hypnotism on any living person at or in connection with an entertainment to which the public are admitted, whether on payment or otherwise, at any place unless the controlling authority (Bury Council) have authorised that exhibition, demonstration or performance under this section. Where consent is given for this type of entertainment the Council will impose specific licence conditions designed to ensure the safety of the audiences and in particular to ensure that children are not admitted to and cannot participate in such activities.

There is no prescribed format for an application to hold a performance of stage hypnotism, however, an applicant will be expected to include in their written application, their full personal and contact details and the details of any professional qualifications, membership and experience they may have in relation to the performance of stage hypnotism acts. They should also provide full details of the venue and timings during which they request the performance to take place. Applications should normally be received at least 28 days before the first performance is due to take place, however, the council will consider accepting applications less than 28 days prior to the performance taking place particularly in circumstances where the hypnotist has previously performed at the venue with the approval of the council and without giving the council any cause for concern.

Applications to hold a performance of stage hypnotism will be considered by the Licensing and Safety Panel.

CONDITIONS

1. The artiste shall be competent in the inducement of, and reversal of, a state of hypnosis.
2. No exhibition, demonstration, or performance of hypnotism shall involve any person under the age of 18 years.
3. The exhibition, demonstration or performance of hypnotism shall not, either directly or indirectly, induce, suggest to, or direct any person to behave in a manner which is either:
 - a) obscene, indecent, or offensive, and/or
 - b) aggressive, and/or
 - c) demeaning to an extent which would be unacceptable to the ordinary common person.
4. Any form of induced sleep or trance, under which any person is placed in the course of the exhibition, demonstration, or performance of hypnotism, shall be fully reversed immediately after that person's part in the exhibition, demonstration, or performance is concluded.

5. These Conditions form part of the authorisation, and shall be monitored/enforced by a responsible member of the management of the premises.
6. The hypnotist must produce satisfactory evidence of current Public Liability Insurance cover, (to a minimum level of £1,000,000), to the management of the venue prior to the performance taking place.

Appendix 6

STATUTORY QUALIFYING CONDITIONS FOR CLUBS

The following qualifying conditions which a club must satisfy are extracted from the Act.

- **Condition 1** is that under the rules of the club persons may not —
 - a) be admitted to membership, or
 - b) be admitted, as candidates for membership, to any of the privileges of membership, without an interval of at least two days between their nomination or application for membership and their admission.
- **Condition 2** is that under the rules of the club persons becoming members without prior nomination or application may not be admitted to the privileges of membership without an interval of at least two days between their becoming members and their admission.
- **Condition 3** is that the club is established and conducted in good faith as a club (see Section 63 of the Licensing Act 2003).
- **Condition 4** is that the club has at least 25 members.
- **Condition 5** is that alcohol is not supplied, or intended to be supplied, to members on the premises otherwise than by or on behalf of the club.

Appendix 7

Management of Potential Noise Nuisances

One of the greatest irritations to residents trying to sleep is the sound of music escaping from licensed premises. Particularly at night when it is generally quieter noise will be amplified and provide more disturbance for residents. Clearly a responsible applicant will wish to further the licensing objective of preventing public nuisance by introducing adequate control measures.

In relation to noise from within the building the Authority will expect the applicant to have considered the likelihood of any sound leakage from the premises. This noise could relate not only to music but also to equipment or patrons. If there appears to be a potential for sound leakage the applicant will be able to address this in practical ways such as:

- Keeping doors and windows closed and providing adequate mechanical ventilation.
- Reducing sound levels and installing a sound-limiting device to prevent sound exceeding the appropriate level.
- Installing soundproofing measures to contain sound and vibration.
- Music and associated other noise sources (e.g. DJs and amplified voices) shall not be generally audible inside noise sensitive property at any time. The DPS or a member of staff is to carry out noise level checks of the surrounding outside area whenever entertainment is being provided taking action to reduce noise levels where there is a potential for nuisance to be caused.

Excessive noise and/or disorder will require more rigorous action. It is important that queues formed later in the evening are supervised to keep noise to a minimum. In terms of patrons leaving the premises, particularly late at night or early in the morning, the Authority will expect the applicant to have included in the Operating Schedule practical step to minimise problems, such as the examples given below, although there will be few premises that need to address all these:

- Erecting prominent notices at the exits to premises asking customers to leave quietly and not to slam car doors.
- At appropriate times using the PA system to make announcements to the same effect.
- Instructing door staff to ask customers leaving the premises to leave the area quietly.
- Reducing the volume of music towards the end of the evening and where appropriate playing quieter, more soothing music as the evening winds down.
- Availability of licensed Hackney Carriage and Private Hire Vehicles to take patrons from the premises.

- In appropriate cases door supervisors or a manager patrolling nearby streets to assess for themselves whether there is a problem and how best to deal with it.
- Banning from the premises people who regularly leave in a noisy fashion.
- Increasing outside lighting levels, where practicable without causing further nuisance.
- Where there is a private forecourt, preventing patrons from using it for eating and drinking etc after a specified time, or ensuring it is vacated 30 minutes before the terminal hour.
- Ensuring that customers are not permitted to take open bottles or glasses of alcohol out of the premises.
- Taking appropriate steps where necessary to deal with noxious smells and light pollution.
- licensing objectives.

Appendix 8

Local Authority as Responsible Authority

The Police Reform and Social Responsibility Act 2011 amended the Licensing Act 2003 to enable licensing authorities to act as the other Responsible Authorities. This will enable the Licensing Authority to take early intervention action where they consider it appropriate. The Licensing Authority will still expect that other responsible authorities to intervene where the basis for the intervention falls within their remit, for example the police in criminal matters. Further, the licensing authority does not expect to act as a responsible authority on behalf of other parties (for example, local residents, local councillors or community groups).

Licensing Authority making representation as a Responsible Authority

As far as reasonably practical the Licensing Authority will make provision for separation of roles between the licensing officer making a representation and the licensing officer preparing and presenting the report to the a Licensing Hearings Sub-Committee.

1. Review/ representation is submitted by the officer to the Licensing Unit Manager or Head of Trading Standards and Licensing
 - a. If it is a review application, the submitting officer is responsible for completing the application process e.g. sending the copies of the application to all Responsible Authorities
2. Once the review application/representation has been submitted the submitting officer does not take any further involvement with the application process until the matter is considered by the Licensing Hearings Sub-Committee.
3. The report will be drafted by someone other than the submitting officer
4. At the hearing the Licensing Unit Manager/Deputy Licensing Officer/ Head of Public Protection will present the report.

The submitting officer will attend the hearing to present his/her case findings.

The role of Councillors

All hearings are before 3 Councillors drawn from the 11 Councillors that constitute the Licensing Hearings Sub-Committee .

Any Councillor is able to make a representation in their capacity as a member of the Council. If members of the public have concerns over a premise and do not wish to submit a representation themselves they may contact their local Councillor to enquire whether they will make a representation on their behalf. However, it is a matter for the individual Councillor whether they accept and it is recommended that such requests are made in writing so that any request can be clearly demonstrated.

Additionally, if a member of the public makes a representation, they may in turn nominate any person, including a local Councillor, to represent them at the hearing. However it is the individual's responsibility to ensure that the nominated person is available and willing to represent them. As above, any request should be made in writing so that the licensing authority can be satisfied the person has been correctly nominated.

Appendix 9 Good practice for making a representation

Relevant Representations

There are various types of applications that can be made under the Act, and in most cases representations are invited in relation to them. However, to be considered by an Authority they must be 'relevant representations' as defined by the Act.

If you want your views to be considered by the Council in respect of a particular application, you must submit a 'relevant representation'. A relevant representation must:

- (a) be made by any person or Responsible Authority
- (b) be made in writing to the licensing authority
- (c) be received by the licensing authority no later than 28 days after the date the application was made (ten days for a minor variation)
- (d) relate to the likely effect of the granting of the application upon one or more of the Licensing Objectives, which are:

- The prevention of crime and disorder
- The prevention of public nuisance
- Public safety
- The protection of children from harm.

Potential issues could include noise or disturbance from the premises, previous examples of crime and disorder associated with the premises, litter problems associated with the premises, or provision of activities not suitable for children where children could be admitted. Any representation that is considered as frivolous or vexatious by the licensing authority will not be accepted.

Representations may be made by email and the licensing authority does not require email representations to be followed up with a hard copy. Representations should be made to:

By post: By email:

The Licensing Unit
Bury Council
3 Knowsley Place
Duke Street
Bury
BL9 0EJ

Email: licensing@bury.gov.uk

Representations should:

- Demonstrate a link to the promotion of the licensing objectives. If you are making a representation in support of an application, explain how the proposed application would promote the Licensing Objectives

- Provide an evidential base for the grounds of the representation, which could include written logs of problems, details of previous complaints, photographs or video evidence of the particular issues.
- Ensure as far as possible that the representation is specific to the premises.
- Consider how you would like the issues to be addressed. For example, you may wish to propose additional or alternative conditions to those proposed in the operating schedule. Alternatively, you may wish to propose restricted hours or licensable activities.
- Representations will not be considered if they are considered 'frivolous' or 'vexatious' by the licensing authority. 'Frivolous' and 'vexatious' have their ordinary meaning; therefore, the licensing authority might disregard representations that are made because of a business dispute between rivals or representations that lack seriousness.

Representations can be made in opposition to, or in support of, an application. In cases where only 'positive' representations are made, without qualifications, the Licensing Authority will consider whether a hearing is necessary

The Licensing Authority will determine whether:

- *the representation has been made by a other person as defined under the Act; and*
- *would consider the issue(s) raised in a representation as frivolous or vexatious (or repetitious in respect of a review).*

Another person aggrieved by a rejection of their representation on these grounds may challenge the Licensing Authority's decision by way of judicial review.

Where a relevant representation is made in respect of:

- an application; or
- an existing licensed premises

A hearing will be held, unless an agreement is reached between all relevant parties that a hearing is not required.

The Licensing Authority will attempt mediation between the relevant parties wherever it may be practicable or appropriate to do so, so as to avoid unnecessary hearings.

Disclosure of personal details of persons making representations

The licensing authority is required to provide the licence applicant with copies of any relevant representations received in respect of the application.

The licensing authority may consider withholding some or all of a person's personal details where that person can demonstrate they have a genuine

and well-founded fear of intimidation and the circumstances justify such action. The withholding of personal details by the licensing authority will only be taken in exceptional circumstances and any person requesting their details to be withheld will be expected to demonstrate why such action is necessary.

Where a person who has concerns over an application but does not wish their personal details to be disclosed, alternative approaches include requesting a local councillor to submit a representation based on their concerns, or alternatively providing details on how the licensing objectives are likely to be undermined to a responsible authority, who may make representation, if they consider it justifiable and appropriate to do so.

Appendix 10

Information for residents and other persons

Local residents and businesses can play an important role in the licensing process as it will be they who are most likely to be directly affected. This section provides useful information on understanding how to find out about applications and submit any comments (representations) in respect of them. Representations do not have to be objections and can be made in support of an application.

Finding out about the application

Applicants for new licences and variations to existing licences are required to advertise the application in two ways by:

1. Placing a notice at or on the premises on A4 (or larger) pale blue paper prominently at or on the premises where it can be conveniently read from the exterior of the premises and
2. Placing a notice in a newspaper in a newspaper circulating in the vicinity of the premises. Advertisement will be at least once in the ten days following the application being given to the licensing authority.

A notice will also be published on the Council's website <https://www.bury.gov.uk/business/licensing/premises-licence-variations-register> outlining key details in respect of an application.

Representations can be made against or in support of the application within 28 days

Additionally, the Authority's Licensing Unit provides email notifications of applications received by the licensing authority on a ward-by-ward basis to Councillors.

Information about application can be obtained by contacting the Licensing Unit and providing a valid email. While the Licensing Unit will normally advise of all applications within the ward, the Council is not legally required to do so. This information is provided as a courtesy to Bury Councillors and there may be occasions when notice is not provided. Therefore, the Authority recommends that those interested or requiring this information regularly check the Council's register of licence applications and notices on premises which can be found on the Council's website at: <https://licensing.bury.gov.uk/PAforLalpacLIVE/>

Appendix 11

List of Consultees

- the Chief Officer of Greater Manchester Police
- the Fire Authority Greater Manchester Fire and Rescue Service
- the local enforcing authority for the Health and Safety at Work etc. Act 1974 (the Council's Environmental Health Team for the majority of premises on which licensable activities are carried on; in other cases the Health and Safety Executive is responsible)
- the local authority with responsibility for Environmental Health
- the local Planning Authority
- the Local Public Health Authority
- the Council's Trading Standards Team; Chief Inspector of Weights and Measures
- the Area Child Protection Committee
- any other relevant Licensing Authority in whose area a part of the premises are situated Further to the minimum requirements around consultation.

The council also consulted representatives of holders of premises licences, club premises certificates, businesses and residents in the Borough.

Appendix 2 – A full list of consultees

Name	Address 1	Address 2	Address 3	Address 4	Postcode
The Secretary	Ramsbottom Royal British Legion	Central Street	Ramsbottom	Lancs	BL0 9AF
	Ramsbottom Civic Hall	Market Place	Ramsbottom	Lancs	BL0 9AJ
Mr DJ Knight	The Oaks	39 Bridge Street	Ramsbottom	Lancs	BL0 9AD
The Secretary	Elton Liberal Club	New George Street	Bury	Lancs	BL8 1NW
Mr T Cribben	Church Inn	40 Church Lane	Prestwich	Manchester	M25 1AJ
Scoles McBride Limited	71-75 Shelton Street	Covent Garden	London		WC2H 9JQ
Musicians Union	123-127 First Floor, Ducie House	Ducie Street	Manchester		M1 2JW
Campaign for Real Ale Ltd	230 Hatfield Road	St Albans	Herts		AL1 4LW
Mitchells & Butlers	27 Fleet Street	Birmingham			B3 1JP
Hammonds	Rutland House	148 Edmund Street	Birmingham		B3 2JR
Summerseat Players Ltd	Theatre Royal	Smithy Street	Ramsbottom	Bury	BL0 9AT
The Secretary	Elton Vale Sports Club	Elton Vale Road	Bury		BL8 2RZ
The Secretary	Greenmount Golf Club	Greenhalgh Fold Farm	Greenmount	Bury	BL8 4LH
The Principal	Bury College	Market Street	Bury	Lancs	BL9 0EE
Mr D Marno	Bury Council	Planning Division	3 Knowsley Street	Bury	BL9 0EJ
Mr R Hall	Bury Council	Health & Safety, Pollution	3 Knowsley Place	Bury	BL9 0EJ
Mrs K Halligan	Bury Council	Weights and Measure	3 Knowsley Place	Bury	BL9 0EJ
Angela Tierney	Bury Town Centre Management Partnership	Mill Gate Shopping Centre	24a Management Suite	The Mall, Bury	BL9 0QQ
The Licensing Officer	Greater Manchester Police	Neighbourhood Prevention Hub	Dunsters Road	Bury	BL9 0RD

The Fire Safety Manager	Greater Manchester Fire And Resuce Service	Bury Community Fire Station	Magdalene Road	Bury	BL9 0ES
The Secretary	c/o Lowes Park Golf Club Limited	Hilltop	Rose Road	Bury	BL9 6SU
To Whom it may concern	Pennine Care NHS Trust	225 Old Street	Ashton-Under-Lyne		OL6 7SR
Mr JP Brennan	Unsworth Cricket Club	Pole Lane	Bury		BL9 8QL
Bargain Booze	249 - 251 Cannock Road,	Cannock		Staffordshire	WS11 5DD
G&I Spirit Group	96 Union Street	Barnet		Hertfordshire	EN5 4HZ
Bryan Cave Leighton Paisner	76 King Street	Manchester			M2 4NH
Shane Brennan	Association of Convenience Stores Ltd	Federation House	17 Farnborough Street	Hampshire	GU14 8AG
John Melia	British Institute of Inn Keeping	Sentinel House Ancells Business ParkHarvest Crescent	Harvest Crescent	Fleet	GU51 2UZ
Weightmans	No1 Spinningfields	Hardman Square	Manchester		M3 3EB
Joseph Holt Ltd	Derby Brewery	Empire Street	Cheetham	Manchester	M3 1JD
To Whom it may concern	Transport for Greater Manchester	2 Piccadilly Place	Manchester		M1 3BG
Poppleston Allen Licensing Solicitors	37 Stoney Street	The Lace Market	Nottingham		NG1 1LS
Retail Director	Daniel Thwaites Head Office	Myerscough Road	Mellor Brook	Lancs	BB2 7LB
Heineken UK	Unit 6 Albion House	High Street	Woking	Surrey	GU21 6BG
Garratts Solicitors	King Street Buildings	Manchester Street	Oldham		OL8 1DH
Star Pubs & Bars	3-4 Broadway Park	South Gyle Broadway	Edinburgh		EH12 9JZ
John Gaunt & Partners Solicitors	Omega Court	372-374 Cemetery Road	Sheffield		S11 8FT
Vue Cinemas	10 Chiswick Park	566 Chiswick High Road	London		W4 5XS
UKHospitality	10 Bloomsbury Way	London			WC1A 2SL
Molson Coors	137 High Street	Burton on Trent			DE14 1JZ

Bury Business Improvement District	12-14 Manchester Road	Bury			BL9 0DX
Arnold Wilcox Wood	The Rock Bury	Management Suite	1 Goodall Street	Bury	BL9 0JY
Mr C Woodhouse	Strategic Partnerships Manager	Bury Council	Town Hall, Knowsley Street	Bury	BL9 0SW
Bury Safeguarding of Children Board	Bury Council	3 Knowsley Place	Duke Street	Bury	BL9 0EJ
Greater Manchester Fire & Rescue Service Protection Department	Bury Fire Station	Magdalene Road	Bury		BL9 0ES
Bermans Solicitors	3rd Floor	1 King Street	Manchester		M2 6AW
Bevan Brittan	Toronto Square	7th Floor Toronto Street	Leeds		LS1 2HJ
Blake Morgan	Linley House	Dickinson Street	Manchester		M1 4LF
Womble Bond Dickinson	1 Whitehall Riverside	Leeds			LS1 4BN
Browne Jacobson LLP	3rd Floor, No.1 Spinningfields	1 Hardman Square	Manchester		M3 3EB
DWF	1 Scott Place	2 Hardman Street	Manchester		M3 3AA
Geldards LLP	4 Capital Quarter	Tyndall Street	Cardiff		CF10 4BZ
Weightmans	No1 Spinningfields	Hardman Square	Manchester		M3 3EB
Freeth Cartwrigth LLP	6th Floor	100 Barbirolli Square	Manchester		M2 3BD
Gosschalks Solicitors	Queens Gardens	Hull			HU1 3DZ
Gordons LLP	Riverside West	Whitehall Road	Leeds		LS1 4AW
Harrison Clark LLP	5 Deansway	Worcester			WP1 2JG
Hammonds	Rutland House	148 Edmund Street	Birmingham		B3 2JR
Hall & Co	113 Orford Lane	Warrington			WA2 7A2
John Gaunt & Partners	Omega Court	372 Cemetery Road	Sheffield		S11 8FT
Shoosmiths	2 Hardman Street	Spinningfields	Manchester		M3 3AQ
JMC Licensing	15 Manchester Road		Warrington		WA1 3AB

Keoghs Solicitors	2 The Parklands	Bolton			BL6 4SE
Kuit Steinart Levy Solicitors	3 St Marys Parsonage	Manchester			M3 2RD
Licensing Legal	Barclay House, 35 Whitworth Street West		Manchester		M1 5NG
Pearson Hindcliffe Solicitors	Albion House	31 Queen Street	Oldham		OL1 1RD
Poppleston Allen	37 Stoney Street	The Lace Market	Nottingham		NG1 1LS
Stephens	Wigan Investment Centre	Waterside Drive	Wigan		WN3 5BA
TLT Solicitors	One Redcliffe Street	Bristol			BS1 6TP
Trethowans	The Pavilion	Botleigh Grange Business Park	Southampton		S030 2AF
Winckworth Sherwood	Room 147, St James Tower	7 Charlotte Street	Manchester		M1 4DZ
W Licensing Ltd	Eland House	Eland Lane	Ponteland	Newcastle upon Tyne	NE20 9TP
Anthony Collins LLP	134 Edmond Street	Birmingham			B3 2ES
Crutes LLP	93 Borough Road		Middlesborough		TS1 3AA
David Scholes Solicitors	84 Albert Road	Widnes	Cheshire		WA8 6JT
Hill Dickinson	1 St Pauls Square	Liverpool			L3 9SJ
The Coach House Brewing CO Ltd	Wharf Street		Warrington	Cheshire	WA1 2DQ
G & J Distillers	Distribution Point, Melbury Park	Clayton Road	Birchwood	Warrington	WA3 6PH
Greene King	Westgate Brewery		Bury St Edmunds	Suffolk	IP33 1QT
Hyde's Brewery	The Beer Studio	30 Kansas Avenue	Salford		M50 2GL
Joseph Holt Ltd	The Brewery	Empire Street	Manchester		M3 1JD
Marston's PLC	St Johns House, St John's Square,		Wolverhampton	West Midlands	WV2 4BH
Frederic Robinson Ltd	Unicorn Brewery	Lower Hillgate	Stockport	Cheshire	SK1 1JJ
Bargain Booze Head Office	Bestway Retail Ltd	Diamond Retail Park, Alan Alfred Avenue	Stoke on trent		ST4 2LT

Licensing Department Lidl GB Ltd	Lidl House, 14 Kingston Road	Chessington	Surbiton		KT5 9NU
Tesco Licensing Team	Tesco House	Shire Park, Kestrel Way	Welwyn Garden City	Hertfordshire	AL1 1GA
Association of Convenience Stores (ACS)	Federation House	17 Farnborough Street	Farnborough	Hampshire	GU14 8AG
Association of Licenced Multiple Retailers (ALMR)	10 Bloomsbury Way, 6th Floor		London		WC1A 2SL
Association of Town Centre Managers (ACTM & Purple Flag)	1 Queens Anne Gate		London		SW1H 9BT
British Beer & Pub Association (BBPA)	61 Queen Street		London		EC4R 1EB
British Board of Film Classification (BBFC)	3 Soho Square	London			W1D 3HD
British Institute of Inn Keeping (BII)	Sentinel House	Ancells Business Park	Harvest Crescent	Fleet,	GU51 2UZ
British Retail Consortium (BRC)	The form Rooms	22 Tower Street	London		WC2H 9NS
UK Cinemas Association	22 Golden Square	London			W1F 9JW
Department for Culture, Media and Sport	CMS Committee, House of Commons	London			SW1A 0AA
Equity	Head Office	Guild House	Upper St Martins Lane	London	WC2H 9EG
Independent Street Arts Network	54 Chalton Street	London			NW1 1HS
Institute of Licensing (IOL)	Ridgeway	Upper Milton Wells			BA5 3AH
Federation of Licensed Vituallers Associations (LVAs)	York Hub, Popes Head Court Offices	Peter Lane	York		YO1 8SU
National Association of Local Government Arts Officers	5th Floor, St James' Gate			Newcastle	NE1 4BE
National Pub Watch	Po Box 76958			London	N21 9FJ

Joelson Wilson LLP	2 Marylebone Rd	London			NW1 4DF
Marks & Spencer PLC	Waterside House	35 North Wharf Road	London		W2 1NW
AOJ Restaurants Ltd	99 Church Street	Rickmonsworth			WD3 1JJ
Martin McColl Ltd	Monometer House, Rectory Grove	Leigh On Sea		Essex	SS9 2HL
Pizza Express (Restaurants) Ltd	Hunton House, Highbridge House	Oxford Road	Uxbridge	Middlesex	UB8 1HU
Whitbread Group PLC	Whitbread Court	Houghton Hall Business Park, Porz Avenue	Dunstable	Beds	LU5 5XE
Enterprise Inns	Ei Group Ltd	3 Monkspath Hall Road	Solihull	West Midlands	B90 4SJ
Craft Union Pub Company		59 Westgate	Wakefield		WF1 1BW
JD Wetherspoon	Wetherspoon House	Central Park	Reeds Crescent	Watford	WD24 4QL
Public Health	Bury Council	3 Knowsley Place	Bury	Lancashire	BL9 0EJ

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Appendix 3 – Feedback from Consultation

Appendix 3

Licensing Act 2003 Review of Statement of Licensing Policy Consultation ends 22 October 2025		
Organisation making Response	Comments made	Licensing Authority Response
Business Owner -	<p>Relates to: Crime and disorder Justice, Fairness and The Right Thing To Do</p> <p>When concerts come to heaton park - licensed restaurants are able to adapt to be able to make financial and economical impact and NOT a loss to businesses following the adaptable regulations and closing a part of bury old road on those large events.</p> <p>And for ALL Licensed premises to be legal and compliant and they have to contribute their fair share of income for Vat, business rates, corporation tax, paye/nic extra through Bury Council - So Bury Council can collect millions of extra revenue just in the 6 boroughs of Bury.</p>	<p>The concerts held at Heaton Park are licensed by Manchester City Council.</p> <p>Bury Premises Licence holders are required to comply with the requirements of their respective licences. Licensees are able to speak to the Licensing Service regarding any proposed changes they wish to undertake and appropriate guidance will be given.</p>
Member of the Public	<p>What specific changes are being proposed? It would help to see the draft policy or a summary of proposed changes, so consultees can see what is being altered vs what remains.</p> <ul style="list-style-type: none"> Evidence base: What evidence (data) is the council using to justify changes? For example data on crime, noise complaints, public safety, etc. Is there benchmarking vs other similar local authorities? 	<p>The Licensing Authority currently have both the current Licensing Policy and draft on the Council's website.</p> <p>The Licensing Act 2003 authorises Responsible Authorities for example the Police, Trading Standards Etc to make representations in</p>

	<ul style="list-style-type: none"> Enforcement capacity: What resources will be allocated to monitoring, compliance, and enforcement? How will the council ensure that license-holders abide by conditions? Economic impact: Especially for businesses (restaurants, pubs, etc.), what will be the cost of compliance? Are there any proposed fees changes? Impact on residents: For people who live near licenced premises, how will their concerns and experiences be weighted? For example, noise, late-night nuisance, etc. Equality / fairness: Will changes disproportionately affect certain groups? For example, small businesses vs large chains; communities with fewer resources; children / vulnerable persons. Flexibility for exceptional cases: Will there be scope for individual discretion or variation for special events, cultural/sporting events, or other unusual circumstances? Transparency of decision making: Once responses to consultation are received, how clearly will the Council publish what feedback was received, and how the final policy took that into account? 	<p>relation to applications and call licences for Review.</p> <p>The Licensing Service have two enforcement officers who monitor compliance of the Legislation.</p> <p>The fees for licences/certificates are set by Central Government and are determined on the rateable value of the property.</p> <p>Residents are able to call for a review of the licence/certificate if they felt the Licence holder is not promoting the four licensing objectives.</p> <p>Each application is dealt with by the Licensing Authority on it's own merits.</p> <p>The Licensing Act 2003 permits Temporary Events Notices to be applied for occasional permissions with statutory time limits</p> <p>Any applications that have attracted representations, the Matters are referred to the Council's Licensing Hearings Sub-Committee for determination.</p>
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	<ul style="list-style-type: none"> • Timeliness and communication: Is the time window (just over a month) sufficient for all those potentially affected to respond, especially businesses or individuals who may need advice? And how is the consultation being publicised? 	<p>The Licensing Act 2003 sets the statutory timescales for representations to be made. Any representations submitted to the Licensing Authority can be mediated with the applicant/licence holder, if a satisfactory conclusion cannot be met then the matter is referred to the Council's Licensing Hearings Sub-Committee for determination.</p> <p>The Licensing Act 2003 requires the applicant/licence holder to place a notice on the premises which is visible from the outside of the premises and that the application is advertised in a local newspaper that is circulating in the area.</p>
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Meeting:	The Council
Meeting date:	12th November 2025
Title of report:	Leader's Report 
Report by:	Leader of the Council
Decision type:	Non key decision
Ward(s) to which the report relates:	All
Summary:	To provide a summary of the work of the Cabinet and update on progress against the corporate plan.

Executive Summary

To provide a summary of the work of the Cabinet and update on progress against the corporate plan.

Recommendations:

Members of Council are asked to note the content of the report.



Council Leaders Report Councillor Eamonn O'Brien November 2025



Welcome to our final council of the year.

I would like to open this month's report on a sombre note - by paying tribute to the two men who were killed in the horrendous attack that occurred at the Heaton Park Synagogue early last month; Adrian Daulby and Melvin Cravitz.

Their act of bravery helped save countless lives and helped prevent an even greater tragedy. I would like to extend the condolences of everyone here at Bury Council to their friends, families and communities.

We will continue to stand by our Jewish community, as we have always done, and we stand united against hatred and extremism, no matter the form it takes.

At our recent Team Bury event – we were joined by over 100 partners from across Bury, where we heard Isaac Ginsbury, lead a very moving moment of reflection and prayer for the victims and communities affected by the Heaton Park Synagogue terrorist attack.

I want to thank partners for their attendance at this event, the conversations we had surrounding community cohesion were crucial at this time, and it sends a very strong message to our communities that hate of any kind will not divide us here in Bury.

Turning to the work of the council, at a recent Team Bury Gathering – the session was an honest appraisal of our work towards our Let's Do it goals, we're doing well, especially in regeneration, our work on skills, and digital access. However, we need to go further and faster in areas such as a good level of development and life expectancy, so we're setting up additional sessions with partners to drive this forward.

I was also very pleased to open the new Riverside Pocket Park in Radcliffe alongside Councillor Alan Quinn – this small park is a statement of our big vision for Radcliffe with the new Radcliffe Hub and Radcliffe Enterprise Centre underway.

This report highlights our achievements, the progress made against our strategic priorities, and the areas where we must continue to improve. From regenerating

town centres to enhancing social care, tackling inequalities, and driving economic growth, our commitment to the “LET’S Do It!” strategy remains at the heart of everything we do. As we look to next year, we remain ambitious, determined, and focused on delivering the best possible outcomes for the people of Bury.

I would like to personally thank all our staff, partners and members who have made this year a success, and if I do not see you – I would like to wish you all a very Merry Christmas and a Happy New Year.

News:

Before updating Members on the work undertaken since the May Council meeting on the three Council priority areas, I wanted to update Members on some of our key stories:

Team Bury



I was very pleased to welcome over 100 partners from across the borough at our Team Bury event on the 16th of October.

Joined by partners from the Voluntary and community sector, health service, fire and rescue, police and a



myriad of other partners we took the time to evaluate our performance over the last 5 years of our Let's Do It agenda. To give you the top lines: we're doing well, increasing investment and jobs in the borough, improving transport and travel, reducing carbon emissions and increasing digital skills.

However there is more to be done, and areas where we need to go further and faster especially relating to ensuring our children get the best possible start in life, closing our life expectancy gaps and reducing the inequality that exists between our wards.

Works in the council

I'm pleased to recognise a number of ongoing internal works across the council that continue to strengthen our organisation, place and our networks.

Work of the Council's Cabinet in addressing the three key Priority areas for the Council:

The Council's Corporate Plan for 2024/25 set out nine priorities, with three key objectives to reflect the ambition of the organisation and acknowledgement of the targeted work required to continue to deliver the Council's contribution to the LET's vision. The three key priorities are:

- Sustainable Inclusive Growth
- Improving Children's Lives
- Tackling Inequalities

Progress against the Top Three Priorities:

1. TACKLING INEQUALITIES:

Adult Social Care and Partners excel through CQC inspection

Adult Social Care was recently inspected by the Care Quality Commission, and whilst we await the report from the CQC I wanted to extend my thanks to all of our staff members across adult services and across our partners.

Will and Adrian have done an exemplary job with our adult social care over their years in post, and I am told that the CQC noted: a strong, person-centred approach to adult social care, excellent partnership working, strong officer and political leadership and a positive departmental culture.

The CQC are still processing the evidence and data that was submitted, which I am also told was the highest number of staff submitted additional information – which is certainly very encouraging. The CQC report should be with us early next year, and I look forward to updating council on its contents.

So from myself, a big well done and thank you, to the staff, leadership team and to

our cabinet member for Adult Social Care and Public Service Reform – Councillor Tariq for their hard work and these first positive signs from the CQC. Well done!

Great Places break ground on £10.3m affordable housing development



Great Places have broken ground on their new £10.3m affordable housing development, part funded by Homes England and the GMCA – located between Bury Cemetery and Peachment Place, the site will deliver 43 homes in a mix of apartments, bungalows and houses.

Our Housing Strategy Team and Adults social care team have worked hard alongside our partners to deliver this project, supporting those with additional living needs such as: wheelchair accessible bungalows, apartments for those with learning disability and general needs housing.

These new homes will allow us to move those currently housed in out of borough placements back into the borough, closer to their families and support networks.

A big congratulations to the team on this fantastic project and well done to Cabinet members Councillor Tariq and Councillor Cummins, for their diligent work on this project and within their portfolios.

Council Tax Support changes

We're currently consulting on changes to the existing Working Age Council Tax Support scheme that would see working aged families and those with children better off.

The current system is old, inefficient and bureaucratically heavy, requiring complex calculations for each applicant and for any changes in income. The system included in these proposals is more efficient, fairer and provides better protections for those that need it most.

As part of these proposals, were also rolling out a network of resident support hubs, where residents can receive support with benefits, council tax inquiries, housing queries and PIP.

These resident hubs are spread around the borough, and are located in the following locations: Prestwich Library, Radcliffe Library, Bury Town Hall and Ramsbottom Library.

I'm very pleased with these proposals, which will see working families and those with children better protected by the council tax support scheme, with over £7.59m worth of council tax discounted for working families – alongside our resident hubs, which will transform service delivery, bringing services closer to residents and make the process of understanding what benefits are available to residents easier and faster.

The vast majority of claimants will see no change in their support and around 17% of working families with two children would be better off and 15.5% of families with one child would also see increased support.

Well done to our teams for carrying this innovate proposal through, and my thanks to Deputy Leader Councillor Thorpe, who has made supporting working families across the borough a top priority.

Bury stands against hate in all form – Hate Crime awareness week



In October, the council and partners have held a number of events standing against hate crime across Hate Crime awareness week – sadly this event being needed more than ever in light of recent events.

GMP and Bsafe partners have been into schools and community groups to speak about hate crime, and a number of volunteer groups and council partners have been trained as 'Hate Crime Ambassadors' in how best to support vulnerable people and how best to report hate crimes.

Greater Manchester Police also hosted hate crime training sessions across the borough at Bury Active Women's Centre and The Fusilier's Museum.

The Mayor of Bury, Councillor Noel Bayley, presented newly trained Hate Crime Ambassadors with their certificates at the Red Cross Hate Crime Awareness event this week, at the Polish Social Centre. The event hosted by the Red Cross showcased the different support services across Bury and raised awareness of how residents can report hate crime.

Thank you to our hardworking staff, partners and Councillor Sandra Walmsley, Cabinet Member for Communities and Inclusion, in light of the horrific terror attack on October 2nd - we must come together in solidarity to root out hate in all its forms, we are a diverse and inclusive borough and we will continue to work hard to ensure that our communities live free from the scourge of hate.

£22k of illegal goods seized from local stores

I'm pleased to continue the council's strong action on the seizure of illicit goods continues with a further seizure of £22,000 from Bury Town Centre, Radcliffe and Ramsbottom.

Council teams joined by GMP, Immigration and the HMRC visited a number of businesses, and seized 888 packets of cigarettes, 108 pouches, counterfeit headphones, AirPods and Labubu dolls.

Whilst these may seem innocuous, purchasing goods like this can be dangerous, in construction and materials, and can help fuel illegal activities within our borough.

The council will take action on those that break the law, selling illicit or counterfeit goods.

Well done to Councillor Morris, who I know has led from the front with enforcement actions and continues to champion the work of our enforcement teams.

Demolition of Hawk Close Garages

On housing, we've taken action to demolish 28 derelict garage units on Hawk Close in Bury – these buildings are far beyond saving and contain dangerous levels of asbestos.

They've also become a hotspot for criminal activity, vandalism and are generally a nuisance for local residents.

We're acting by demolishing these buildings, freeing up the land for a variety of uses – which could include new homes, additional car parking spaces, or be used for landscaping.

Well done to Councillor Cummins for pushing for these buildings to be demolished, freeing up land for development and removing this blight from the community.

2. IMPROVING CHILDREN'S LIVES

Bury Schools attendance recognised by Department for Education

School attendance figures across our borough are improving at a faster than average rate with figures showing a 0.4% reduction in overall absences compared to 2023/24, and early figures for the current academic year indicate a continuing upward trend, with overall attendance up by 0.27% compared to the same period last year.

This improvement has been recognised by the Department for Education in their 'Attendance toolkit for local authorities' you can see the video they produced with our

staff members here: [Use of data - Incorporating pupil voice \(Bury\)](#).

This upward trend is a welcome sign, and reflects the hard work undertaken by councillors, council teams, schools and partners to drive up school attendance.

At our recent Team Bury event – we reviewed evidence that nearly 90% of all Bury schools are rated good or above, and this new data is a positive addition to the strong educational sector here in Bury.

Well done to our cabinet member for Children's services – Councillor Lucy Smith for this achievement, these improved figures come from strong partnership working and collaborative efforts between the council, parents, schools and partners. I'm very proud to see Bury leading the way as a forward thinking, innovative borough.

A new pocket park for Radcliffe



Councillor Quinn and I (pictured above doing our best statue impression!.) recently joined with the local MP Christian Wakeford as well as students and teachers from St John's CE Primary School - to officially open the newly refurbished Riverside Gardens Pocket Park

I'm very with the park we've delivered for residents, it's a fantastic little space, that has picnic tables, local plants to support biodiversity, and has new sensory and interactive play equipment for children.

The park was created in collaboration with Radcliffe residents, and I'm sure they will be very happy with the space we have delivered.



The project has been funded by the UK government, alongside council funds and a contribution from the new housing development at School Street.

Well done to our teams for creating this fantastic little space – this park is just the first of several of the positive changes coming to Radcliffe, soon to be joined by the

new Radcliffe Hub, Leisure centre and Enterprise Centre.

Bury SEND & Inclusion event sees success



Bury's SEND & Inclusion Launch Event at Red Hall Hotel was a strong demonstration of the borough's commitment to improving outcomes for children and young people with SEND. The event welcomed the return of SENCOs to the Local Authority and outlined a renewed focus on early support and collaboration.

Ben Dunne, our newly appointed Director of Early Years, Education and Skills, praised the turnout as a sign of strong partnership working. Attendees heard from Wendy Young, Head of SEND and Inclusion, who introduced the new SEND Strategy, alongside presentations on Bury's Graduated Approach, outreach services, and preparation for adulthood.

Feedback was overwhelmingly positive, with 63% of attendees reporting increased confidence in the SEND Partnership's ability to deliver support, and 100% believing the new Communities of Practice will positively impact inclusion and outcomes.

SEND has been a key area of focus for Children and Young People cabinet member Councillor Smith, who has overseen the positive Ofsted and SEND inspections I updated you on last time – now with a new director of education, both her and I are hoping to do even more to support our SEND children across Bury.

GCSE's and college results

Finally, I wish to extend my congratulations to our teachers, students and parents for their A-level and GCSE results earlier this year.

Bury students did well with 39.1% of students achieving a grade 9 – 5 in both English and maths and with an attainment 8 score of 44.4%, compared to 45% last year.

In college education, students performed well once again with Holy Cross recording a 98% A-level pass rate and a 100% B-tec pass rate, increasing from 97% last year.

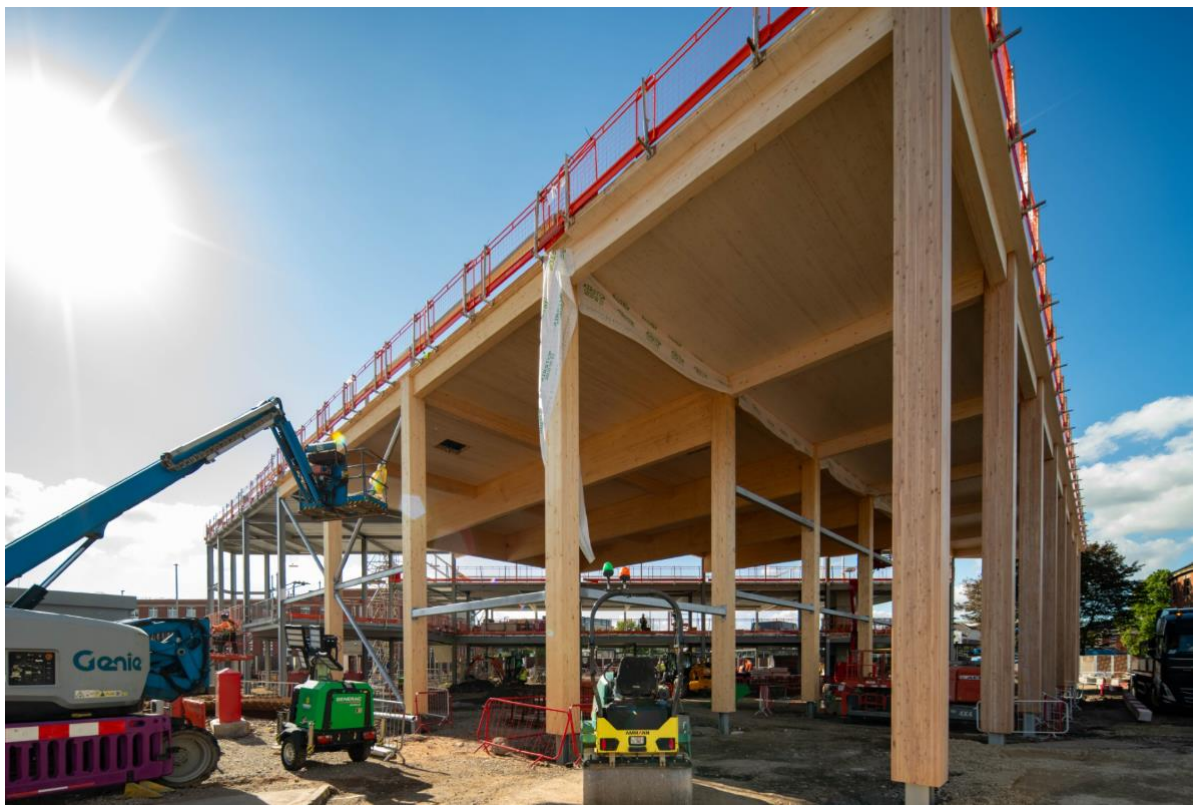
Bury college also saw a pass rate of 97% for A levels and a 98% pass rate for level 3 and vocational courses, an exemplary pass rate.

These are a positive set of results, and speak to Bury's strong educational institutions, and the hardworking ethos of many of our students!

My thanks to our council staff that support on education, our secondary and tertiary education partners and to all the staff, students and parents that have delivered these results – you are the future of our borough, and we are all very proud of what you will go on to accomplish.

3. ACHIEVING INCLUSIVE ECONOMIC GROWTH

Bury market regeneration approaches major milestone



Regeneration works on Bury market continue at pace, with the timber boards covering the market canopy now in place as well as the structure for the Flexihall going up, as can be seen from the ground and from aerial images (pictured above)

The Market canopy installation is approaching its end, with the project on track to deliver in

November of this year - Work has begun on the Flexihall – providing a great deal more space for our market, its traders, our local residents and the many thousands of tourists that visit our outstanding market each year.

Fishpool and Pimhole to receive active travel upgrades



The second phase of the Bee Active Travel Scheme in Fishpool and Pimhole is set to begin on 3 November 2025, marking another milestone in the borough's commitment to safer, greener, and more accessible travel.

Funded by the UK Government's City Region Sustainable Transport Settlement and the Greater Manchester Mayor's Challenge Fund, this £5.7 million investment is part of the wider Bee Network – the Greater Manchester wide integrated transport network.



The works will include a variety of additions, including upgrading existing junctions, creating new crossing points and introducing traffic calming measures to slow speeding drivers on long roads.

Both Cabinet member for the Environment Councillor Quinn and I are very happy with the works, although there will be some disruption these additions will create a better – safer space for people walking, wheeling and driving.

Residents improvement plans for Whitefield to be heard

I've been working hard alongside council officers to ensure that we spread the positive regeneration seen in Bury, Radcliffe and Prestwich around the borough and I'm happy to say that residents are now being consulted in Whitefield on regeneration plans as part of the Whitefield Town Centre Plan.

The improvement projects focus on Victoria Park and the public space at the corner of Church Lane and Bury New Road. Some of the potential changes include tree works, colourful planting schemes, access and entrance improvements, and adding new signage, seating and bins.

Having residents input on or plans in Whitefield, just as everywhere else in the borough, are crucial to creating successful, inclusive regeneration that aids a local area, instead of hindering it. This consultation mean we can hear from residents and deliver the improvements they want and need in their local area.

Radcliffe schemes working at pace

Across Radcliffe, ongoing schemes are coming together as part of our comprehensive regeneration of the town - The work to replace the bridge over the Irwell in Radcliffe is underway, with the £3.2m project progressing well and the Radcliffe Hub pool is well



underway.

The project is being delivered by Bethell Civil Engineering – based just across the border in Bolton, and the bridge itself is being manufactured in Nottingham, keeping the work local and the jobs and investment within the UK.

I know that Councillor Alan Quinn (pictured in his natural engineering habitat above!) is very pleased with the project, and the fact that the bridge is being fabricated in the UK, using British steel, using British talent and keeping British industry working.

The bridge is scheduled for completion by March 2026 and when it is complete it will form part of the Bee Network walking and cycling route, helping to create a healthier, better connected Radcliffe for all.

I am also happy to see the installation of the Radcliffe Hub Pool, which is coming together well – once complete this pool will sit at the heart of a state of the art leisure centre, with a 25m 6 lane adult pool, a 15m learner pool and seating for over 150 spectators.

The leisure centre itself will feature a 100 station gym, two fitness class studios, four

consultation rooms for wellness, and multiple clip'n climb climbing walls as well as also having a rooftop activity space and a café.

I'm very pleased with the number of progressing works in Radcliffe, we're delivering a bold vision for the town, one that boosts the local economy and supports local residents.

Prestwich Travel hub approaches another milestone

The regeneration of Prestwich is also continuing at pace, with the new Travel Hub approaching completion of its superstructure erection, with just a week remaining on this element of the building.



Works are now progressing on the masonry and fire systems, as well as the concrete floors going down and connections to water, gas and electricity are just a week away from being connected.

The Travel Hub is a crucial part of our regeneration of Prestwich, representing the first phase of our ambitious plans for the town, creating a vibrant, sustainable village centre that serves the whole community.

Once complete, the next phase will see the transformation of the Longfield Centre, with it being regenerated into a new multifunctional centre for the village – complete with a new library, retail units, a transformed market and new community and greenspaces.

Well done to our teams who have worked to keep disruption to a minimum, whilst delivering this transformative piece of regeneration.

Extra £20m boost for Radcliffe

We're all pleased to welcome £20m worth of additional funding through the Labour Governments Pride in Place programme, with the spending of the money being decided by local residents.

The investment could be used for many things, including renovating old shops, restoring highstreets, planting gardens, designing new street furniture, or purchasing community assets – the list of uses for the money is virtually endless, and is totally up to local residents to decide.

This gift from the labour government is great news for local residents, and for the council, as this money comes alongside the millions of pounds we've invested into the regeneration of Radcliffe over the last few years.

Radcliffe is a town of great opportunity and potential, and I'm excited to see what local residents do with this funding, and how it links in with our ongoing regeneration.

In Conclusion, Members of Council, Bury Council has achieved several notable milestones since the last Council meeting, these achievements reflect Bury Council's dedication to supporting its community through economic, social and infrastructure initiatives.

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GENERAL REPORT OF THE MEETING HELD ON 9 JULY 2025

MILLWOOD PRIMARY SPECIAL SCHOOL

1. The Leader and Cabinet Member for Strategic Growth presented a report providing a full explanation of the latest position, details of the programme and seeking approval of a costed bid from the contractors for the construction of the new wing; roofing remedial and other outstanding defects scheme. The contractors have completed the Pre-Construction Services Agreement (PCSA) for the detailed design up to RIBA Stage 4 and Cabinet approval is needed to ensure a start on site can be made on 4 August 2025 to meet the tight project deadlines.
2. In response to Member questions, Rachael Stirk, Head of Service CYP, advised that completion date was anticipated for September 2026, subject to no delays to the programme. The Leader added that, in the meantime, the Council would support the school to manage the works.
3. Cabinet approved the recommendations as set out in the report.

REFRESHED RESIDENTIAL AND NURSING HOME CONTRACT AND CONTRACT MANAGEMENT PROCESS

4. Councillor Tamoor Tariq, Cabinet Member for Adult Care, Health and Public Service Reform, presented a report which sought approval to the contract arrangements for the provision of older adult residential and nursing care services in Bury. In borough, the annual value of services contracted through the current arrangements is £33,384,000, supporting over 700 people. The current residential and nursing care contract is over 10 years old, and the Council have issued numerous contract variations over this time. Legislation pertaining to the contract has changed over the years and now seemed an ideal opportunity to revisit the current contract, incorporate all the previous variations and bring the legislative elements up to date. The new contract will be a 10-year contract, consisting of seven years plus three years, and is designed to give the Council and Providers more certainty in planning going forward.
5. In response to Members' questions, it was noted that the 7+3 year timescale was in line with standard contract monitoring by the Council including regular check-ins, KPIs monitoring, and performance assessments as well as regular collaboration to understand and mitigate challenges. Councillor Tariq advised that it would be about supporting provider and working with providers to improve, should there be issues, before removing the contract. The break clause after 7 years was also standard, for either party to step away should they need to.
6. Cabinet approved the recommendations as set out in the report.

BRADLEY FOLD TRADING ESTATE

7. The Leader and Cabinet Member for Strategic Growth presented a report setting out proposals for the redevelopment of Bradley Fold Trading Estate. Many parts of the estate are in a dilapidated condition and although this poses a risk to the Council, it also presents a regeneration opportunity. Investment in the estate will maximise the

sites' potential as a modern industrial hub but needed the right design and project management support to achieve. This report set out proposed action to mitigate the current risks and identify the potential for the site.

8. In response to Members' questions, it was noted that legal consistency would be needed between Bradley Fold and Bury Market leases, but they were different sites and presented different challenges and opportunities so deals would not necessarily be the same. Conversations with all tenants would take place regarding future proposals and which parts of the site need intervention sooner to give tenants as much time as possible to move. With regards to insurance, it was noted that currently the Council was self-insuring, and this would be part of the conversations to be held imminently with tenants to work with them individually.
9. Cabinet approved the recommendations as set out in the report.

GREATER MANCHESTER JOINT MINERALS AND WASTE PLAN

10. Councillor Alan Quinn, Cabinet Member for Environment, Climate Change and Operations, presented a report on the statutory Greater Manchester Joint Minerals and Waste Plan (GMJMWP) and next steps in the decision-making process. In response to Members' questions, it was noted that this Plan would not make it more difficult to introduce a garden waste tax as that would still be for individual Councils to decide, but that Bury was not currently considering this option.
11. Cabinet approved the recommendations as set out in the report.

NEIGHBOURHOOD SUPPORT HOUSING SERVICES - YOUNG PEOPLE'S ACCOMMODATION & SUPPORT TENDER

12. Councillor Tamoor Tariq, Cabinet Member for Adult Care, Health and Public Service Reform presented a report regarding the commissioning Neighbourhood Support Housing Services to reduce and prevent homelessness and sustain future tenancies. Members voiced their support for the service, and noted financial details would be provided under Part B.
13. Cabinet approved the recommendations as set out in the report.

GREATER MANCHESTER LOCAL NATURE RECOVERY STRATEGY

14. Councillor Alan Quinn, Cabinet Member for Environment, Climate Change and Operations presented a report which explained the mandatory requirement to establish a Local Nature Recovery Strategy (LNRS); set out the findings from the public consultation on the draft version; and summarised the content of the final version.
15. In response to Members' questions, it was noted that the 2014 Anti-Social Behaviour Act allowed for fines to be placed on those knowingly allowing invasive species to spread, but that this was a complex problem which transcends borough borders. It was also noted that no sites had been removed but that the map was much larger than core areas highlighted, which showed the potential for the future.
16. Cabinet approved the recommendations as set out in the report.

CORPORATE CORE SENIOR STRUCTURE

17. Councillor Richard Gold, Cabinet Member for Customer Service, Communications and Corporate Affairs, presented a report setting out the actions resulting from a series of staffing changes within the Corporate Core during 2024/25, and seeking approval for a Voluntary Exit application and the creation of two new Chief Officer Posts. In response to Members' questions, it was noted that Councillor Gold had received assurance from officers regarding the model and the job offer, and the posts would be filled with the best people we could find.
18. Cabinet approved the recommendations as set out in the report.

EXTENSION OF COUNCIL CONTRACT FOR DELIVERY OF PARKING ENFORCEMENT

19. Councillor Alan Quinn, Cabinet Member for Environment, Climate Change and Operations, presented a report which sought approval to extend the existing Contracts for the delivery of Parking Enforcement and IT Back Office Services.
20. Cabinet approved the recommendations as set out in the report.

2024-2025 FINANCIAL OUTTURN REPORT

21. Councillor Sean Thorpe, Cabinet Member for Finance and Transformation, presented a report which provided an update on the council's final outturn position across the General Fund revenue and capital budgets, Housing Revenue Account (HRA) and DSG (Dedicated Schools Grant).
22. The 2024/25 General Fund outturn position is an overspend of £4.365m, representing 1.94% of the net revenue budget. This compares to the last report to Cabinet at Quarter 3 which forecast an overspend of £2.660m. The increase was largely due to an increase in Adult Social Care, including additional demand and complexity of cases, as well as issues arising from data quality, and had been funded from budget stabilisation reserves which were now no longer sufficient to support the forecast funding gap past 2026/27. Members also noted that 93.88% of the approved savings as set out in the 24/25 budget had been delivered, collection of Business Rates and Council Tax arrears had improved as had the collection rate for in year debt.
23. The outturn position on the capital programme was slippage of £19.360m against the £79.174m approved delivery programme, the HRA showed improvement with an underspend of £0.201m, and the DSG showed an overspend due to increased demand in the high needs block, a trend being seen nationally.
24. Councillor Thorpe provided further detail on the data quality issue which had been identified as part of the year-end reconciliation process and effectively led to expenditure being netted off and understated by c.£4m. Members noted this issue was not widespread across the Council, the error had since been rectified and further staff training was in place.
25. In response to Members' questions regarding whether the data quality issue has fully resolved, it was noted that the next update would be the Quarter1 report in

September, but that the most significant date to know would be the refresh of the MTFS in November.

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

CAR PARKING FEES

27. Councillor Alan Quinn, Cabinet Member for Environment, Climate Change and Operations, presented a report regarding proposed changes to the charges for Resident Parking Permits. He advised that the last increase in charges was approximately four years ago and these current changes reflected the growing pressures and costs on that service. In response to Members' questions, it was noted that residents' comments and suggestions were always considered wherever we could be better or fairer while in balance with the financial outlook and ensuring the service was covering its costs. With regards to specific family circumstances, Councillor Quinn gave assurances that discretion would always be used on a case by case basis for those in need.

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

HOUSING MAJOR WORKS PROGRAMME 2025/26

29. The Leader and Cabinet Member for Strategic Growth presented a report seeking formal approval of a number of contract awards, contract extensions and a budget approval which form part of the Housing Major Works Programme. In response to Members' questions regarding an omission in the February 2025 HRA Capital Budget of £750,000.00 it was noted that this had arisen as a result of errors in collating stock condition data which would be safeguarded against in the future through the stock condition survey carried out.

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

GENERAL REPORT OF THE MEETING HELD ON 10 SEPTEMBER 2025

2025/26 CORPORATE PLAN - QUARTER ONE UPDATE

31. The Deputy Leader and Cabinet Member, Finance and Transformation presented a report providing a quarter one update on progress against the Corporate Plan. This demonstrated delivery and was subject to continued refinement to best monitoring impact. In response to Member questions, it was noted that Team Bury objectives reflected the work of all partners in Bury while this report focussed on the Council's efforts. Delivery was demonstrated from the Council but impact was not necessarily linear or guaranteed and would require a longer timeframe, combined efforts from all partners, and the right monitoring metrics.

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

2025-26 Q1 FINANCE POSITION

33. The Deputy Leader and Cabinet Member, Finance and Transformation presented a report providing the 2025/26 forecast revenue outturn (including an overspend of

£4.148m), forecast savings position, forecast capital outturn position, forecast Collection Fund position and forecast for the Housing Revenue Account (HRA) position as at 30 June 2025, and the Prudential Indicators as at quarter 1. In response to Member questions, it was noted that the Council had demonstrated a strong track record over the last 12-18 months of achieving the target savings and internal frameworks were in place to provide assurance of savings moving forwards.

34. With regards to the non-service specific underspend, this related to treasury management with a higher than budgeted income and lower than budgeted capital financing costs resulting from the slippage in the capital programme. In response to a question regarding borrowing, it was noted that the treasury function looked at where best value could be achieved, evaluating opportunities to restructure financing where interest rates were changing and aligning with the medium term financial strategy as set in February. With regards to which Approved in Principle schemes were yet to be incorporated into the In-Progress Programme, this information was not to hand and would be circulated after the meeting. Members also discussed the underachievement of savings owing to delayed implementation of restructures, and noted that these transformations were now being monitoring through internal assurance boards and HR processes were being reviewed. Finally, in relation to highways budgets, it was noted that this was broader than just resurfacing, and these budgets were usually fully spent by the end of the year.
35. Cabinet approved the recommendations as set out in the report.

2024/25 TREASURY OUTTURN REPORT

36. The Leader and Cabinet Member for Strategic Growth presented a report outlining the financial position and providing an update on the Treasury Management function throughout 2024/25. In response to Member questions regarding the flexibility of investment periods, it was noted this depended on the terms of the investment vehicle and the required liquidity of assets.
37. Cabinet approved the recommendations as set out in the report.

OFSTED STANDARD INSPECTION OF CHILDREN'S SERVICES IN BURY

38. The Deputy Leader and Cabinet Member for Children and Young People presented a report summarising the result of the recent Ofsted inspection of Children's Services and the resulting change in the type and frequency of future inspections. The Ofsted outcome was a move from the previous overall judgement in November 2021 of 'inadequate' to a new judgement that services 'require improvement to be good'. Members noted that the report praised the progress made and graded the leadership provided by the council and within Children's Services as 'good'.
39. Councillors extended their thanks to officers for their work, in particular senior officers Lynne Ridsdale and Jeanette Richards, as well as the cross-party support of the Childrens Improvement Board, Children and Young People Scrutiny Committee and Members more widely. Councillor Smith was also thanked for her passion and leadership as Cabinet Member. In response to Member questions, Councillor Smith advised that the outcome would hopefully give staff confidence to know we were on

the right track and the validation to keep going. it was noted that the action plan would come before Children and Young People Scrutiny Committee at their next meeting, and was underpinned by service plans. Quarterly meetings with the DfE would continue along with a yearly inspection programme.

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

ADULT SOCIAL CARE PERFORMANCE QUARTER ONE REPORT 2025/26

41. The Cabinet Member for Adult Care, Health and Public Service Reform presented a report outlining the delivery of the Adult Social Care Strategic Plan, preparation for the new CQC Assessment site visit on the week commencing the 6th October, and reporting on the department's performance framework for Quarter 1. In response to Member questions, it was noted that 12 officers were coming through the workforce over a 2-year period and would contribute to the wider department. With regards to overdue reviews, this was cyclical in nature and in line with other authorities. Delays were reducing, owing to investment in the reviewing team, but work was ongoing in this area to make further improvements.

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

RE-TENDER OF SUPPORTED LIVING CARE SERVICES FOR PEOPLE WITH LEARNING DISABILITIES AND/OR AUTISM

43. The Cabinet Member for Adult Care, Health and Public Service Reform presented a report which sought permission to start the process to procure a new Supported Living contract in Bury, ultimately replacing existing contracts. In response to Member questions, it was noted that the law mandated that Councils give choice of provision which resulted in a number of out of borough placements. With regards to the large number of private care providers, this reflected the need for a diverse and vibrant market to ensure service quality was not dependent on a small number of providers. Members also discussed the long timescale and the plans to co-produce the service specification in parallel with public consultation, noting that this enabled feedback to be received, converted into an easy to read format, and taken back for public review. This meant the service specification could be produced incrementally, necessitating a long timescale which was reflected in the report.

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

IMPLEMENTATION OF LIVE WELL IN BURY

45. The Cabinet Member for Adult Care, Health and Public Service Reform presented a report regarding the implementation of the GM Mayoral Live Well Programme in Bury and an opportunity to implement a Live Well Centre in Whitefield. In response to Member questions, it was noted that Whitefield had been chosen owing to the general lack of voluntary sector, town centre or leisure provision, as well as the level of inequality in the area and subsequent impact on life chances. With regards to cost, it was noted that GM Live Well transition funding of £676k would be split 50:50 with the VCSE, with the Council's half funding the refurbishment and backlog of maintenance on the site. An additional £100,000 had been identified in the Council's

MTFS to address operational capacity and building management, which would ultimately be taken over by the voluntary sector groups working out of the building.

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

GINNEL BETWEEN MALTON AVENUE/SAWLEY AVENUE, WHITEFIELD. PUBLIC SPACES PROTECTION ORDER (ALLEY-GATES)

47. The Leader and Cabinet Member for Strategic Growth presented a report outlining an application for an Alley Gating Public Spaces Protection Order (PSPO) for the Ginnel between Malton Avenue/Sawley Avenue, Whitefield owing to criminal activity and anti-social behaviour.

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

ANNUAL COMPLAINTS PERFORMANCE AND SERVICE IMPROVEMENT REPORT 2024/25 AND SELF ASSESSMENT

49. The Cabinet Member for Housing Services presented a report presenting the self-assessment against the Housing Ombudsman's Complaint Handling Code and the Annual Complaints Performance and Service Improvement Report for approval. This included a summary of areas of complaints, Ombudsman rulings, and the resulting changes and training.

50. In response to Member questions, it was noted that staff training, new complaint handlers, and improvements to ongoing monitoring were now in place. All comments and outcomes from Ombudsman rulings were implemented, with complaints being seen as opportunities to learn and improve the service. With regards to repairs, a review was underway on how these were carried out to ensure jobs are completed first time, including training provided to the Asset Management team regarding tenant profiles.

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

HOUSING MAJOR WORKS PROGRAMME 2025/26

52. The Cabinet Member for Housing Services presented a report which sought formal approval of several contract awards with contract extensions for window and door fittings which form part of the Housing Major Works Programme. In response to Member questions, it was noted Procure Plus was the recommended framework and the use of local suppliers secured additional social value for communities as part of contract delivery.

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

SIX TOWN HOUSING RECOMMENDATION

54. The Cabinet Member for Housing Services presented a report providing a review of the options regarding the future of Six Town Housing Limited (STH) as an entity owned by Bury Council. Members noted that the recommendation was to close down STH, owing to the commercial and regulatory risks associated with the option to invest. This process would take at least 18 months with a £500k budget from STH reserves and the Housing Revenue Account balance. Members noted that the first

step will be to procure advisors for the project management legal and financial due diligence, and any financial decisions such as the options for the assets will be brought back to cabinet for decision and be subject to tenant consultation.

55. With regards to the regularisation of contracts, the matter was considered prior to the insourcing of management of the housing stock and all matters relating to the contracts will be resolved prior to the dissolution of STH. In response to Member questions, it was noted that all details such as recharging would be worked through as part of the close down process, with reports coming to Cabinet for decision as required.

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

SIMISTER ISLAND DEVELOPMENT CONSENT ORDER

57. The Leader and Cabinet Member for Strategic Growth presented a report requesting delegated authority in order to respond to all consultations and engagement as part of the Simister Island Development Consent Order. Members noted the opportunity for improving biodiversity, and the importance that Bury participates fully in the process.

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

APPROVAL TO DIRECT AWARD CONTRACT FOR THE DELIVERY OF FISHPOOL PHASE 2 AND PIMHOLE BEE ACTIVE TRAVEL SCHEMES

59. The Cabinet Member for Environment, Climate Change and Operations presented a report which sought formal approval to directly award a contract for the delivery of the Fishpool Phase 2 and Pimhole Bee Active Travel Schemes, under the Greater Manchester Highways Alliance Framework (Lot 7), and funded through the Mayor's Cycling and Walking Challenge Fund (MCF) and administered by Transport for Greater Manchester (TfGM).

60. In response to Member questions, it was noted that 'quiet streets' saw deliberate and physical interventions to prevent cut-through motor traffic while maintaining full access for pedestrians, cyclists, emergency services, and local car parking. They were only introduced where there was legitimate safety concerns and as part of wider schemes taking a neighbourhood approach, rather than isolated infrastructure changes. With regards to public consultation, it was noted that the scheme had started consultation in 2022 and community briefings had been undertaken earlier this year, resulting in a comprehensive assessment. Not all residents would be happy with the proposals but serious consideration had been given. The Leader encouraged Councillors to share continuing concerns, but no significant changes to designs could now be considered. Appreciation was given to the disruptive nature of roadworks, but these changes were not intended to make traffic worse, they sought to improve safety long term for cyclists and pedestrians, ensuring roads were not used as inappropriate cut-throughs.

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

APPOINTMENTS UPDATE

62. The Cabinet Member for Customer Service, Communications and Corporate Affairs presented a report which set out amendments to appointments made by Council as a result of political proportionality changes.
63. Cabinet noted the report.

GENERAL REPORT OF THE MEETING HELD ON 15 OCTOBER 2025

PRESTWICH VILLAGE REGENERATION SCHEME: PHASE 1A (TRAVEL HUB) – PROCUREMENT OF A THIRD-PARTY OPERATOR TO MANAGE THE TRAVEL HUB

64. The Leader and Cabinet Member for Strategic Growth presented a report regarding the recommended operating model and strategy for procurement to acquire a Travel Hub operator to manage the Prestwich Village Travel Hub. Things were progressing well on-site, with competition anticipated for summer 2026. Options for the operation of the site were set out in the paper, but cost was a key consideration and the recommendation was for an external operator. It was noted that parking would be subject to a future report.
65. In response to Member questions, it was noted that performance management could be undertaken in the Council's usual way using experience of the multi-storey parking in the Millgate as well as third party parking enforcement and private sector partners in other areas (e.g. housing). With regards to tariffs, it was noted that the Council would still set these and the third party operator would manage the operation.
66. Cabinet approved the recommendations as set out in the report.

SCHOOLS FINANCE TEAM PHASED REDUCTION

67. The Leader and Cabinet Member for Strategic Growth presented a report proposing to phase down the schools finance team through accepting voluntary early retirement applications and to incorporate the statutory/residual work into the Children's and Young People Finance Team, owing to the reduction in workload and loss of SLA income following academy conversions.
68. Cabinet approved the recommendations as set out in the report.

APPROVAL TO AWARD THE CONTRACT FOR CLEANING AND JANITORIAL PRODUCTS

69. The Leader and Cabinet Member for Strategic Growth presented a report which sought approval to award the contract for Caretaking and Janitorial Cleaning Materials to Alliance. It was noted that a comprehensive tender process had been conducted in collaboration with Oldham Council to ensure best value.
70. Cabinet approved the recommendations as set out in the report.

APPROVAL TO AWARD THE CONTRACT FOR THE MANDATED DRUG AND ALCOHOL PREVENTION, TREATMENT AND RECOVERY SERVICES (ADULTS AND CHILDREN, YOUNG PEOPLE AND FAMILIES LOTS) IN BURY, SALFORD, AND TRAFFORD

71. The Leader and Cabinet Member for Strategic Growth presented a report which sought approval to award contracts for the delivery of Drug and Alcohol Treatment and Recovery services across Bury, Salford, and Trafford.
72. Cabinet approved the recommendations as set out in the report.

CARE AT HOME – REQUEST FOR CONTRACT EXTENSION AND RE-TENDER

74. The Cabinet Member for Adult Care, Health and Public Service Reform presented a report regarding the extension and re-tender of the Care at Home service, which supports the vulnerable people of Bury with their assessed needs under the Care Act 2014. The extension was for 12 months, and that the service supported around 700 vulnerable individuals daily delivering approximately 10,000 hours of care weekly, including personal care, mobility assistance, nutrition, hydration, and medication.
75. In response to Member questions, it was noted that a change in procurement law meant a process that was started this year was reset and will be rerun so that it can comply with the new public procurement regulations. Under the initial work discussions were held with an interested party, but the Council took the opportunity to reconsider and it was decided that re-running the tender was the best decision longer term and ensure full compliance.
76. Cabinet approved the recommendations as set out in the report.

POLICY AND PROCEDURE – ENFORCED SALE

77. The Leader and Cabinet Member for Strategic Growth presented a report regarding the adoption of an enforced sale combined policy and procedure as an additional tool to assist with reducing the number of empty properties in the borough. In response to Member questions as to whether this could be applied to commercial properties, it was noted that depended on the charges that had been incurred by the property, as each case was considered on an individual basis, but that the policy was not typically used for commercial properties.
78. Cabinet approved the recommendations as set out in the report.

HOUSING MAJOR WORKS PROGRAMME 2025/26

79. The Leader and Cabinet Member for Strategic Growth presented a report which sought formal approval to appoint Liv Green Futures Limited to carry out energy works to Council properties on the Rainsough Estate Prestwich. It also requested to grant approval for a change of contractor for energy works at Stanley Close Whitefield and Freetown Estate Bury. Members welcomed the appointments and the schemes, and it was noted that officers would look into loft insulation being future-proofed to store solar energy.
80. Cabinet approved the recommendations as set out in the report.

SURESERVE COMPLIANCE NORTHWEST CONTRACT EXTENSION

81. The Leader and Cabinet Member for Strategic Growth presented a report regarding the extension of the existing Contract for the delivery of Gas Compliance, Repairs, Smoke Detector Testing and Capital Boiler works within Housing Services and a call

off option within the contract being utilised by Facilities Management for the delivery of services in Corporate Buildings. It was noted that further consideration of additional compliance contracts would be forthcoming. In response to a Member request regarding heat pumps being offered to replace boilers, it was agreed that a report setting out views on longer term investments be provided at a future meeting.


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

DEMOLITION OF GARAGES AT HAWK CLOSE

83. The Leader and Cabinet Member for Strategic Growth presented a report regarding the demolition of garages at Hawk Close, Bury. Members welcomed this report, as the garages have attracted anti-social behaviour and vandalism. It was noted that the future of the site was a key consideration, and the feasibility study would include views of local residents.

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

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Meeting:	The Council
Meeting date:	12 th November
Title of report:	Update on Greater Manchester Joint Authorities Activity 
Report by:	Leader of the Council
Decision type:	Non key decision
Ward(s) to which the report relates:	All
Summary:	This report provides an update on the activity of the Greater Manchester Combined Authority.

1. Background

This report provides an update on work of the Greater Manchester Combined Authority (GMCA) and other Greater Manchester joint authorities following an update to Council in July 2025.

The council has agreed a specific area of focus for each update; this update will cover the ongoing Manchester Clean Air Charging Zone development.

2. Clean Air Zone UPDATE

ANPR Consultation

Automatic Number Plate Recognition (ANPR) cameras were originally installed across Greater Manchester for a proposed charging Clean Air Zone, which is now not going ahead.

Greater Manchester Combined Authority (GMCA) is now seeking views on a proposal to transfer ownership of these ANPR cameras to Greater Manchester Police (GMP), changing their primary use.

Currently, GMP can access data from these cameras but must request permission, which can delay investigations and reduce effectiveness. Under the proposal, the cameras would be integrated into GMP's existing ANPR network, enabling real-time responses to help keep communities safe. Key benefits of the proposal include:

- Expanding GMP's ANPR coverage to match that of other major metropolitan police forces.
- Disrupting travelling criminals, organised crime groups, and terrorist activity.
- Preventing serious, neighbourhood, and vehicle-enabled crime.
- Improving investigative outcomes and supporting victims.
- Enhancing public protection across Greater Manchester.

ANPR cameras are not speed enforcement devices and do not use biometric or facial recognition technology. They capture vehicle registration numbers and check them against national databases of vehicles linked to crime or terrorism. GMP already uses ANPR to prevent, detect, and investigate serious offences such as murder, violent crime, sexual offences, robbery, and burglary, as well as to locate vulnerable missing persons. They are not used to issue speeding fines.

Data from these cameras will continue to support the government-approved investment-led Clean Air Plan and inform transport planning by monitoring vehicle types on local roads.

This proposal aims to maximise the value of existing infrastructure to enhance safety across Greater Manchester. Feedback will help shape the final recommendation, ensuring GM remains a safe place to live, work, and travel.

The consultation runs until 7 November and supporting information can be [found here](#).

Transport for Greater Manchester Update

Industrial Action

- Industrial Action by Unison and Unite members of TfGM staff took place on Thursday 30 October, further dates are planned for Wednesday 5 November and Friday 7 November. Discussions continue to take place to resolve the dispute. It is not expected that these strikes will impact services, interchanges will be open but some facilities, such as Travelshops and toilets, may be closed.
- Earlier industrial action, undertaken by bus drivers working for First, Metrolink and Stagecoach, has now ended following the conclusion of pay negotiations. Operator First were able to reach a resolution earlier than the other two unions, meaning their services (including those serving Bury) were not impacted by the final round of strikes.

Local Transport Plan update

Greater Manchester is refreshing our Local Transport Plan (LTP). This is a statutory requirement of the Local Transport Act 2008, with TfGM responsible for producing the document and keeping it up to date on behalf of GMCA, the Local Authorities and the GM Mayor.

It sets out our long-term goals and ambitions for transport and has two key components:

- Greater Manchester Transport Strategy 2050
- Greater Manchester Transport Strategy Delivery Plan
- These documents set the strategic direction for transport in GM and outline the policies that are needed to help get us there, which helps to guide planning, funding and decision-making for transport investment.

This refresh has been a collaborative process, with opportunities for a wide variety of groups (including elected members) to engage throughout the process. Following initial engagement in late 2024, we're inviting elected members to further engagement sessions in November to feed in their views and ask questions ahead of the launch of a 12-week public consultation later in 2025.

These upcoming engagement sessions will provide an opportunity for members to learn about the LTP, ask questions and provide feedback to officers. Find out more and sign to receive a Microsoft Teams invite by completing the following form: <https://forms.office.com/e/thdhGuS9Mm> or emailing **Public.Affairs@tfgm.com**.

Improving the Bee Network

- A new and enhanced 24/7 TravelSafe LiveChat allowing passengers to discreetly report criminal or antisocial behaviour on public transport [has been launched](#) as part of ongoing efforts to make passengers safe, and feel safe, while travelling on the Bee Network. Building on the existing LiveChat managed by Greater Manchester Police, people can now report issues via the Bee

Network app, connecting them to police call handlers. When someone uses the new service, they will be connected to a real person who can provide support 24 hours a day, seven days a week.

- The next phase of the concessionary bus travel trial will go live in November, to help Transport for Greater Manchester to further assess the impact of lifting the 9.30am restriction for those with a TfGM-issued concessionary travel pass (approximately 400,000 older and disabled people in Greater Manchester). This phase of the trial takes place in what is traditionally the busiest month on the network, and follows [an earlier phase](#) in August. At the conclusion of the trial, the evidence gathered during it, including passenger feedback, patronage and pass usage, will be assessed before a decision is made on whether the move can be made permanent.
- Two new hourly night buses services have been launched in September. The **135 (Manchester – Prestwich – Bury)** and the 17/17a (Manchester – Middleton – Rochdale) connects Bury and Rochdale town centres with Manchester city centre on Thursday, Friday and Saturday nights.
- From 1 September, around 150,000 18–21-year-olds in Greater Manchester are [able to apply for](#) a half-price 28-day bus travelcard (priced at £40, half the price of the equivalent adult fare).

Wider local updates

- **Bury Interchange** – The planning application to create a new southern access to Metrolink (including a footbridge, lift and stairs) was approved by Bury Council on 22 July, with associated applications for a temporary northern access and temporary construction compound approved in September. Detailed design for this first phase of works is well underway. Outline design for the main interchange and potential residential development is complete with submission in November for approval to progress to the next stage of design development.
- As part of the ongoing programme of maintenance and renewal works across the Metrolink network there has been work on the **Bury line** to replace beams in the Whitefield Tunnel. This work was delayed due to the discovery of bats in the tunnel, but was completed between Saturday 25 and Thursday 30 October.
- Following the completion of work to address overhanging trees on Moor Lane in Salford, Bee Network bus services 93 and 95 have returned to their normal route along Kersal Road.

Network Patronage and Performance

Patronage is reported annually. The table below shows the annual growth of patronage across all modes, comparing September 2024 with September 2025.

Service Area (Patronage)		Last year (Sept 24)	Now (Sept 25)	Commentary
Bus	Patronage (rolling 12 months, millions)	167.0m	174.1m	Patronage continues to grow. T1 patronage is 10% up year on year. T2 patronage from Apr to Sep 25 is 10% higher than the equivalent period 12 months ago. Industrial action affected service delivery and passenger numbers during September.
Metrolink	Patronage (rolling 12 months, millions)	44.5m	46.3m	Passenger numbers recovered following major track renewals in the City Centre. The latest 12-month rolling passenger journey figure is the highest on record, 46.3 million.
Rail	Patronage (rolling 12 months, millions)	55.9m	54.8m	N/A

Highways	Highway journeys (rolling 12 months, millions)	1818m	1840m	N/A
Active travel	Cycling trips (rolling 12 months, millions)	45.8m	54.1m	Starling Bank bike hire trips are up 22% year on year. There were 62,476 rides during Sep 25. This is the highest monthly total in the scheme's history, beating the previous record of 61,353 set in May 25.
	Cycle Hire (rolling 12 months, thousands)	459	561	

Performance is reported monthly. The table below shows the monthly change in performance (punctuality and reliability) across Bus, Metrolink, Rail, and Highways. More information about bus punctuality data is available [here](#).

Service Area (Performance)			Last month (August 2025)	Now (September 2025)	Commentary
Bus	Punctuality		84.6%	78.2%	Punctuality was below target (80%) at 78.2%. The T1 area was above target at 84.3%, T2 and T3 were below target at 74.7% and 76.7% respectively. Congestion, road works and adverse weather were the main causes of delays during this period.
	Zero-emission bus fleet (% of total bus fleet)		19.0%	19.7%	
Metrolink	Punctuality (trams departing less than 2 mins late)		89% (P5)**	92% (P6)**	Tram punctuality was above target (90%) at 92% and operated mileage narrowly missed the challenging target of 99.4% at 99.2%.
	Reliability: Operated mileage (number of tram vehicle miles operated compared with the number of scheduled miles)		97.7% (P5)	99.2% (P6)	
Rail	Northern (NTL)	PPM*	81% (P5)	81.6% (P6)	Crew availability continues to be a challenge on the rail network. Industrial action at Cross Country also continues with strike action planned for 1 November. Northern are continuing a short-term plan on Sundays, which sees around 200 GM services removed from the timetable.
		Cancellations	3.9% (P5)	5% (P6)	
	TransPennine Trains (TPT)	PPM*	83.3% (P5)	86.4% (P6)	
		Cancellations	5.2% (P5)	3.6% (P6)	
Highways	Journey time reliability (measures the % of journeys completed within the typical journey)		95.6% (August)	93.7%	Operational and Travel Demand Management plans have been developed for the busy Christmas Market period. A range of

	time, plus a tolerance of 25%).			interventions will be used to manage the network including traffic signal strategies and traffic regulation orders at known pinch points, targeted customer information and travel advice.
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*Public Performance Measure (PPM), measures % of services arriving at destination, having called at all scheduled stops, within 5 minutes of the planned arrival time.

** P5 = Period 5 and P6 = Period 6, both defined as a four-week reporting period instead of a monthly one.

Recycle for Greater Manchester Update

Renew Community Fund

We recently announced the 20 projects that are being funded in the 2025 Renew Community Fund. This includes four projects working directly within Bury. Previously called the Recycle for Greater Manchester Community Fund, it was rebranded this year to better reflect where the funding comes from, namely our three Renew shops at recycling centres plus the online store.

The funded groups operating in Bury are:

Brightmet Community Group: This project redistributes pre-loved school uniforms and essentials to families in need through their Community Locker and teaches repair and reuse skills in free sewing classes, reducing household textile waste and promoting sustainable living across Bury.

BYachad Youth Project: This woodwork programme is an innovative project designed to engage 100 Jewish teenagers in Bury and Salford in the art of woodwork, emphasising the principles of repair, reuse, and sustainability. Through hands-on workshops, participants will learn to repair and upcycle wooden items, transforming discarded furniture and materials into functional pieces.

Stepping Stone Projects: Home to Home empowers SSP customers to turn housing into homes through access to pre-loved homeware in a welcoming, shop-style hub. The project strengthens sustainable resettlement by promoting dignity, autonomy, and community collaboration—reducing waste, fostering social value, and supporting personalised transitions out of homelessness with care and purpose.

Your Music NW CIC: This project intends to recycle musical instruments and hire them out at a very low rate, or free, depending on circumstances. They'll also teach people simple repairs at home, such as replacing guitar strings or drum skins.

Renew Hub Event

In September, we celebrated four years of Renew Greater Manchester with a celebration event at the Renew Hub in Trafford Park. Attending on the day were community groups who had previously benefitted from the Community Fund, as well as key staff from GMCA, SUEZ and councillors who have helped develop and support the fund.

As part of the day, we were delighted that Bury's own Cllr Alan Quinn took a key role in proceedings. As Chair of Waste Committee, he helped welcome attendees, making a speech about the impact of Renew. He spoke about the benefits of wasting less and how buying preloved items, instead of new, has positive benefits for the environment as well as local communities in Greater Manchester.

As well as Renew, the event was an opportunity to highlight some of the other social benefits to councils across Greater Manchester as part of the waste contract with SUEZ. Please see the image below which shows the impact of the social value led approach to waste management in the Bury area in the 2024-25 financial year:



Bury Hospice

Bury Hospice provides end of life care to patients and their families. SUEZ support the charity by volunteering at the centre, and the charity now also collects furniture and other household items from the Renew Hub that can be sold in their charity shops to raise funds for the charity.

Recycling Centre Rates

Site	Sept 25	Year to date
Cemetery Rd, Radcliffe	61%	63%
Every St, Fernhill	65%	64%

<https://recycleforgreatermanchester.com/>

Email: recycle4gm@greatermanchester-ca.gov.uk

Head of Communications & Behavioural Change

Michelle.whitfield@greatermanchester-ca.gov.uk

GMCA meetings:

Greater Manchester Combined Authority Meeting (September)

A link to the papers are available here:

[Greater Manchester Combined Authority - Friday 26th September 2025](#)

Items considered and decisions included:

English Devolution and Communities Empowerment Bill	<ol style="list-style-type: none"> 1. That the verbal update provided by Mayor Andy Burnham be received. 2. That the intention of the GMCA to put forward amendments in relation to taxi licensing and local accountability of housing providers be noted.
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	<ol style="list-style-type: none"> 3. That it be noted that the options around local accountability of housing providers will be given to leaders for consideration ahead of any next steps. 4. That it be noted that the bill also includes a right-to-request mechanism. 5. That it be noted that three areas have been identified for consideration as part of the right-to-request mechanism in the first instance. <ul style="list-style-type: none"> · Tourist Levies · Devolution of Skills · Employment Support
Mayoral Development Corporation for the Old Trafford Regeneration Mayoral Development Corporation - Consultation Results & Approval to Designate	<ol style="list-style-type: none"> 1. That the results of the consultation exercise in respect of the designation of a Mayoral Development Corporation for the Old Trafford Regeneration area be noted. 2. That the Mayor's response to the consultation be noted. 3. That it be noted that support for designation of the 'Old Trafford Regeneration' MDC was approved by the Leader of Trafford Council through a delegated decision. 4. That the Leader of Trafford Council confirmed consent to the designation of the proposed MDC. 5. That due consideration was given to the proposal by the Mayor to designate an area, identified on the plan at Appendix 3, as a Mayoral Development Area and notify the Mayor within the consideration period if it proposes to reject the proposal 6. That it be noted that subject to the GMCA not rejecting the proposal as set out at recommendation 4 above, the Mayor shall publicise the designation, notify the Secretary of State of the designation and the name to be given to the Mayoral Development Corporation, as follows: "Old Trafford Regeneration Mayoral Development Corporation".
Stockport Town Centre Mayoral Development Corporation Expansion: Consultation Outcomes & Final Approval	<ol style="list-style-type: none"> 1. That the outcome and responses to the consultation undertaken by the GM Mayor on the proposed expansion of the Stockport Mayoral development area and creation of a new Mayoral Development Corporation to cover this expanded area be noted. 2. That it be noted that Stockport Council Cabinet agreed its support for the proposal set out above at its meeting on 16th September 2025 3. That the Deputy Leader of Stockport Council, on behalf of the Leader of

	<p>Stockport Council, confirmed consent to the designation of the proposed MDC.</p> <ol style="list-style-type: none"> That due consideration be given to the proposal by the GM Mayor to designate this expanded area as a Mayoral Development Area (see map at Appendix One) and notify the GM Mayor within the consideration period if it proposes to reject the proposal. That it be noted that following the expiration of the consideration period, if the GMCA has not rejected the proposal, the GM Mayor intends to take the necessary steps to designate the expanded area as a Mayoral Development Area and to secure the establishment of the new MDC (to be named "Stockport Town Centre Mayoral Development Corporation") and the dissolution of the existing MDC including any necessary transfer of rights and liabilities.
Creation of Greater Manchester Regeneration Skills Academy	<ol style="list-style-type: none"> That approval be given for the creation of the Greater Manchester Regeneration Skills Academy ("GMRSA"). That it be noted that the November meeting of the GMCA will contain proposals for the first round of funding under the 10 year investment pipeline.
Prevention Demonstrator, Live Well and NHS 10 Year Plan/Integrated Care Board Reforms	<ol style="list-style-type: none"> That the contents of the report and any implications be noted. That the feedback from the GM Overview & Scrutiny Committee be received. That consideration will be given to a direct councillor referral route to Live Well.
Greater Manchester's Commitment to Gender Equity in Sport, Physical Activity, and Movement	<ol style="list-style-type: none"> That the GMCA confirms its commitment to leadership on gender inequality in active lives, and lead in their place to support movement, physical activity and sport for all women and girls. That a commitment to the Brighton Helsinki Declaration on Women and Girls be signed.
Adopting Frontier Sector Development Plans	<ol style="list-style-type: none"> That the frontier sector plans be adopted. That the proposed next steps with the intention for these plans to inform the Local Growth Plan Government has asked the GMCA to produce and for the plans to be refreshed annually be noted.
Greater Manchester Culture Fund Process 2026 - 2026	<ol style="list-style-type: none"> That the impact of GM Cultural Investment 2023-26 be noted. That the GM Culture Investment Approach 2026-2029 be agreed. That the outlined process for the GM Culture Investment 2026-29 be agreed.

	<ol style="list-style-type: none"> 4. That agreement be given in principle to an indicative investment period of three years subject to annual review and approval of the Culture Fund as part of the GMCA annual budget setting process. 5. That the timeline for the GMCA Culture Fund to open for bids in preparation for the new investment approach starting from April 2026 be agreed. 6. That agreement be given to the establishment of a new sector-led body for culture in Greater Manchester, recognising the need for strong sector leadership. 7. That the decision of the impact tool, and that the proposed approach will support equality inclusion, health outcomes and the economy in Greater Manchester be noted.
Greater Manchester Civic Universities Agreement	<ol style="list-style-type: none"> 1. That the refreshed approach by GM's universities embodied in the Greater Manchester Civic University Agreement (CUA) be noted and endorsed. 2. It be noted that the CUA is a living document and can be revisited in light of developments to the Greater Manchester Strategy. 3. That it be noted that following the endorsement of the GMCA at recommendation 1, a public announcement will follow in October 2025 at the CUA Citizens' Panel.
Revenue Budget Update - Quarter 1	<ol style="list-style-type: none"> 1. That the forecast position at 30th June 2025 be noted.
Capital Budget Update - Quarter 1	<ol style="list-style-type: none"> 1. That the current 2025/26 forecast of £652.9m compared to the 2025/26 budget of £598.3m be noted.

3. Recommendation(s)

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

List of Background Papers:-

Minutes of GMCA meetings linked throughout.

Contact Details:-

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Pride in Place Programme

Motion in the name of Councillors Bernstein, Lancaster, McBriar and Vernon.

The UK Government's Pride in Place programme, launched on 25 September 2025, provides up to £5 billion to 339 disadvantaged communities to restore local pride, revitalise high streets, and empower residents through Neighbourhood Boards.

Radcliffe (which covers both Parliamentary constituencies), has been awarded £20 million over 10 years under Phase 1, which is to be welcomed but other areas in the Borough of Bury for example Bury East and Besses Wards face ongoing challenges including high deprivation, declining economic opportunity and low community cohesion, as evidenced by the Index of Multiple Deprivation.

1. The programme's Phase 2 Impact Fund offers £1.5 million quick-win grants for 95 additional places, and future phases could expand to more neighbourhoods based on local need.
2. Bury Council's "Let's Do It!" strategy and commitment to community-led growth align perfectly with Pride in Place, but equitable coverage across the borough is essential to avoid leaving communities behind.

This Council Believes:

1. All residents of the Borough of Bury deserve access to this transformative funding to build safer, healthier, and more vibrant neighbourhoods.
2. Lobbying through both our MP's is a key mechanism to influence government allocations, ensuring other Borough areas are prioritised for any further phases or expansions.

This Council Resolves:

1. To write immediately to the Secretary of State for Housing, Communities and Local Government, Christian Wakeford MP and James Frith MP, urging the inclusion of additional Bury areas (for example Bury East and Besses Wards) in the Pride in Place Impact Fund or future programme phases, supported by local deprivation data and resident feedback.

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Motion relating to the provision of genuinely affordable housing

In the names of Councillors Carol Birchmore, Cllr Donald Berry, Cllr Andrea Booth, Cllr Des Duncalfe, Cllr Glyn Marsden, Cllr Ken Simpson, Cllr Mike Smith and Cllr Mary Walsh

Andy Burnham has recently admitted that setting targets for private developers to build or pay for affordable housing does not work. The number of council homes is falling in 8/10 boroughs in Greater Manchester. Only Salford and Trafford built more than they lost in the last year.

Manchester City Council are collaborating with Manchester Housing Providers Partnership (MHPP) to provide much needed affordable housing – more than 700 - on surplus council land, (i.e. in their land disposals programme). They are expecting revenue savings in maintenance and insurance in addition to some proposed developments creating savings (or cost avoidance relating to temporary accommodation provision).

Bury's Housing Needs and Demand Assessment identifies an “affordable imbalance” in areas such as Ramsbottom and Prestwich when compared to parts of Bury and Radcliffe. Some, especially younger people are having to move out of these areas to find more affordable housing.

This Council needs to follow Manchester's lead and either build their own housing or work with social housing providers to offer genuinely affordable housing ie 50-60% of market rent, rather than the 80% market rents currently talked about as “affordable”.

Section 123 of the Local Government Act 1972 states that a council cannot sell land for less than the best price reasonably obtainable, unless it has the consent of the Secretary of State. However, The Secretary of State has issued general consents that allow councils to dispose of land for less than its market value if the purpose is to promote or improve the economic, social, or environmental well-being of the local area.

It is recognised that where sites are disposed of for less than best consideration, the Council may receive reduced capital receipts. However, this would facilitate the provision of genuinely affordable housing and reduced expenditure in temporary housing and associated costs.

This proposal requires complex discussion and analysis. This motion proposes the Council undertakes a thorough costed analysis in terms of both monetary costs and socio-economic advantage to determine the viability of building its own or collaborating with social housing providers using council owned land to provide genuinely affordable housing to address the current dependence on developers to provide so called “affordable” housing.

The Council resolves to:

- Include a required consideration of land being used for the provision of genuinely affordable housing before making a decision on whether Council owned land can be sold on the open market
- Evaluate all sites on the accelerated land and property disposals register to determine its suitability for provision of genuinely affordable housing
- Look at the possibility of using Council owned land to address “affordable imbalance” in relation to some areas of Bury MBC

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Labour Group Notice of Motion – Community Cohesion

This Council wishes to express its solidarity and deepest sympathy with our Jewish community following the horrific terrorist attack at Heaton Park Synagogue. In particular, our thoughts go out to the families of Adrian Daulby and Melvin Cravitz, who tragically lost their lives, and those who are still recovering from in the attack.

This Council also wishes to thank the public and emergency services who responded on the day and in the weeks following. The response was swift and comprehensive, giving much needed reassurance to our Jewish community, as well as providing wider support to all communities affected by the attack.

Bury is a proudly tolerant and diverse place but we must recognise that over the past few years the country has seen an alarming rise in antisemitism, Islamophobia and other hate crimes. In addition, there are increased fears that community cohesion is declining and, in some cases, being deliberately undermined.

It is clear we need to prioritise efforts to tackle this trend and strengthen our work around inclusion, cohesion and public safety.

This Council therefore resolves to:

- Use our recently refreshed 'Stronger Together' community safety strategy as the guidance for our response, as part of the wider work under the Community Safety Partnership's priority "Supporting and safeguarding cohesive communities"
- Use our Bury Faith Forum to work with faith and community leaders to agree a comprehensive action plan to engage local communities about how we promote cohesion and tackle hate
- Collaborate across other Greater Manchester authorities around cohesion activities, recognising the reality of communities living across administrative borders, whilst reflecting specifics of Bury's neighbourhoods
- Utilise the Team Bury cohesion workshop outcomes to inform our whole borough response to the current challenges
- Foster and facilitate opportunities for social interactions that allow the development of tolerance and trust to develop a shared sense of pride and place in Bury
- Progress the 'Different Cultures, Same Horizons' element as part of our Culture Strategy, with intergenerational work based on heritage
- Encouragement of 'upstanding' – calling out and reporting behaviour – rather than bystanding and promote our Hate Crime reporting centres.

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Motion in the name of Councillor Arif, Councillor Brown, Councillor Gartside, Councillor Harris, Councillor Hussain,

This Council notes:

This Council recognises the immense contribution and sacrifice made by our Armed Forces veterans and their families, who have selflessly served our country in the defence of our freedoms. As we mark Remembrance Sunday, we honour the fallen and reaffirm our enduring duty to support those who have served and continue to serve today.

The Council Further Notes that:

Many veterans continue to face challenges when transitioning to civilian life, including access to housing, employment, and mental health support.

This Council therefore resolves to:

1. Strengthen its partnership with local Armed Forces charities and reaffirm its commitment to the Armed Forces Covenant.
2. Review how the Council can better support veterans in housing allocations, job opportunities, and wellbeing services.
3. Promote awareness of the support available to veterans and their families through Council communication channels, community partners, and local events around Remembrance.
4. Explore opportunities to visibly recognise veterans' contributions within our borough for example through community projects, recognition schemes, or veteran friendly initiatives

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Labour & Conservative NOM

This Council resolves to: Instruct Cabinet to bring forward a proposal for a borough wide HMO policy, as other councils have done, to include:

- A full, proactive, comprehensive review of areas where an Article 4 Direction could be introduced to manage the conversion of family homes into HMOs, with a view to implementing the Direction across the entire Borough but especially in high-density or high impact wards;
- An endorsement of the policy of tightening up HMO density caps which are currently within the Draft Local Plan, with a convention of Group Leaders to agree a binding resolution on Borough-wide density caps;
- Preparation of a new supplementary planning document to set out expected standards and facilities for HMOs;
- Proposals for selective or additional licensing schemes where poor housing standards, anti-social behaviour or overcrowding are of concern;
- Integration with existing housing, public health and neighbourhood strategies, particularly where residents are placed into HMOs through social care or homelessness pathways; and
- A clear role for ward councillors and communities in identifying particular problem areas and shaping local implementation.

19/9/2025

A meeting is scheduled 25/9/2025 with Strategic Planning (Article 4) and Public Protection (HMO Licensing) to discuss strategy and plans following the NOM.

Ben Thomson AD Public Protection & Resilience and Cris Logue AD Strategy Planning & Development co-leading response in respective lead areas

Progress Update (October 2025):

Article 4 Direction Review:

- Planning is undertaking a comprehensive review of areas where an Article 4 Direction could be introduced to manage the conversion of family homes into HMOs. This includes mapping existing HMO concentrations and assessing high-density/high-impact wards. The aim is to identify priority areas for consultation and potential borough-wide implementation.

HMO Density Caps:

The emerging Local Plan seeks to impose density caps on the number of HMO's in a particular geographical location. This issue will be further discussed at the next All Party Local Plan Working Group, which is scheduled for December.

Supplementary Planning Document (SPD)

Planning Officers are currently drafting a SPD on HMO's, which will set out expected standards to be considered in planning applications for HMOs.

Operational Activity:

- Over 150 mandatory licensed HMOs currently operate in Bury.
- Collaborative working has been undertaken between Development Control and Public Protection and the drafting of a new HMO Licensing Policy which includes updates and alignment of HMO standards document. Legal services are determining the appropriate governance route for this new policy document to enable implementation.
- Initial investigations have commenced to examine the feasibility of introducing additional and selective licensing schemes in Bury. A Cabinet report is currently being prepared to outline the associated resource and funding requirements needed to undertake a comprehensive data collection and analysis exercise. This exercise will determine the prerequisites, feasibility, implementation, and operational costs of such licensing schemes. It is anticipated that this report will be scheduled for consideration at the January Cabinet meeting.

- In 2025, enforcement action included the issuance of a £10,000 civil penalty to a HMO landlord for breaches of the Management of Houses in Multiple Occupation (England) Regulations 2006..
- Business cases are being developed to increase capacity within the PRS Enforcement Team. This is in preparation for the implementation of the Renters Rights Act 2025, which received Royal Assent on 28 October 2025. The Act introduces a statutory PRS Database, which will support improved regulation and intelligence gathering across the sector.

**Independent
NOM**

This Council acknowledges the information and recommendations contained in the report and fully supports them

Write to the Secretary of State urging action be taken immediately to implement the findings of the Casey Review.

1. Letter to Rt Hon Heidi Alexander Secretary of State for Transport regarding the Casey Review and its implications for taxi licensing sent from the CEX on 4/11/2025

**Radcliffe
First NOM**

The Council is resolved too. The Council:

- To Write to both our MPs North and South asking them to inquire about problems of uninsured illegal e:bikes and scooters and asking if they will sign the early day motion, about these illegal modifications.
- To Write to the chief Constable to enquire about all measures, the police force may be able to

1. Letter sent from the CEx to James Frith MP and Christian Wakeform MP on 23/10/2025
2. Letter sent from the CEx to Chief Constable Sir Stephen Watson at Greater Manchester Police Headquarters on 23/10/2025
3. Letter sent from the CEx to National Trading Standards on 23/10/2025

undertake, to remove these illegal machines from our streets.

- To write to Trading Standards, to ask if they believe suitable information is given out by suppliers of these machines, stating these machines should not be used on public roads.