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TRAFFORD COUNCIL

AGENDA PAPERS FOR EXECUTIVE MEETING

Date: Monday, 29 July 2013

Time: 6.30 pm

Place: Council Chamber, Trafford Town Hall, Talbot Road, Stretford M32 0TH

AGENDA	PART I	Pages
1. ATTENDANCES		
To note attendances, including officers, and any apologies for absence.		
2. DECLARATIONS OF INTEREST		
Members to give notice of any interest and the nature of that interest relating to any item on the agenda in accordance with the adopted Code of Conduct.		
3. MINUTES		1 - 8
To receive and, if so determined, to approve as a correct record the Minutes of the meeting held on 24 th June 2013.		
4. MATTERS FROM COUNCIL OR OVERVIEW AND SCRUTINY COMMITTEES (IF ANY)		
To consider any matters referred by the Council or by the Overview and Scrutiny Committees.		
(a) Scrutiny Topic Group B - Review of Investment in Street Lighting		9 - 10
(Pages 9 - 10) To note a letter to the Executive Member from the Chairman of Scrutiny Topic Group B.		
5. LAND SALES PROGRAMME 2013-14 AND BEYOND		11 - 56
To consider a report of the Executive Member for Economic Growth and Prosperity and Corporate Director, Economic Growth and Prosperity.		

6. TRAFFORD COUNCIL CORPORATE GOVERNANCE CODE (UPDATED JUNE 2013) 57 - 82

To consider a report of the Executive Member for Transformation and Resources.

7. ECONOMIC GROWTH AND PROSPERITY DIRECTORATE ACHIEVEMENTS 83 - 88

To consider a report of the Executive Member for Economic Growth and Prosperity.

8. ANNUAL DELIVERY PLAN 2013/14 QUARTER 1 PERFORMANCE REPORT

To consider a report of the Executive Member for Transformation and Resources and Corporate Director, Transformation and Resources. (TO FOLLOW)

9. REVENUE BUDGET MONITORING 2013/14 PERIOD 3 (APRIL - JUNE 2013 INCLUSIVE)

To consider a report of the Executive Member for Finance and Director of Finance. (TO FOLLOW)

10. CAPITAL INVESTMENT PROGRAMME MONITORING 2013/14, FIRST QUARTER

To consider a report of the Executive Member for Finance and Director of Finance. (TO FOLLOW)

11. DECISIONS MADE BY GREATER MANCHESTER COMBINED AUTHORITY AND AGMA EXECUTIVE BOARD

(a) Greater Manchester Combined Authority 28/6/13 89 - 92

(b) AGMA Executive Board 28/6/13 93 - 96

12. URGENT BUSINESS (IF ANY)

Any other item or items which by reason of:-

(a) Regulation 11 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the Chairman of the meeting, with the agreement of the relevant Overview and Scrutiny Committee Chairman, is of the opinion should be considered at this meeting as a matter of urgency as it relates to a key decision; or

(b) special circumstances (to be specified) the Chairman of the meeting is of the opinion should be considered at this meeting as a matter of urgency.

13. EXCLUSION RESOLUTION

Motion (Which may be amended as Members think fit):

That the public be excluded from this meeting during consideration of the remaining items on the agenda, because of the likelihood of disclosure of "exempt information" which falls within one or more descriptive category or categories of the Local Government Act 1972, Schedule 12A, as amended by The Local Government (Access to Information) (Variation) Order 2006, and specified on the agenda item or report relating to each such item respectively.

14. LAND SALES PROGRAMME 2013/14 AND BEYOND

To consider a report of the Executive Member for Para. 3
Economic Growth and Prosperity and Corporate Director,
Economic Growth and Prosperity.

97 - 102

PLEASE NOTE: A linked report is to be considered in Part I of this agenda.

THERESA GRANT
Chief Executive

COUNCILLOR MATTHEW COLLEDGE
Leader of the Council

Membership of the Committee

Councillors M. Colledge (Chairman), S. Anstee (Vice-Chairman), Dr. K. Barclay, Miss L. Blackburn, M. Cornes, J. Coupe, M. Hyman, A. Mitchell, A. Williams and M. Young

Further Information

For help, advice and information about this meeting please contact:

Jo Maloney,
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This agenda was issued on **Thursday 18/7/13** by the Legal and Democratic Services Section, Trafford Council, Trafford Town Hall, Talbot Road, Stretford M32 0TH.

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Agenda Item 3

EXECUTIVE

24 JUNE 2013

PRESENT

Leader of the Council (Councillor Matthew Colledge) (in the Chair),
Executive Member for Community Health and Wellbeing (Councillor Dr. K. Barclay),
Executive Member for Supporting Children and Families (Councillor Miss L. Blackburn),
Executive Member for Education (Councillor M. Cornes),
Executive Member for Safe and Strong Communities (Councillor J. Coupe),
Executive Member for Economic Growth and Prosperity (Councillor M. Hyman),
Executive Member for Highways and Environment (Councillor A. Mitchell).

Also present: Councillors Acton, Adshead, Baugh, Bennett, Brotherton, Bowker, Chilton, Cordingley, Fishwick, Freeman, O'Sullivan, John Reilly, June Reilly, Rigby, Ross, Mrs. Ward, A. Western and Whetton.

In attendance:

Chief Executive (Ms. T. Grant),
Corporate Director, Children & Young People's Service (Ms. D. Brownlee),
Corporate Director, Economic Growth and Prosperity (Mrs. H. Jones),
Corporate Director, Transformation & Resources (Mrs. W. Marston),
Corporate Director, Environment, Transport & Operations (Mr. P. Molyneux),
Director of Finance (Mr. I. Duncan),
Acting Director of Legal & Democratic Services (Ms. J. Le Fevre),
Housing Strategy Manager (Mr. R. Roe),
Senior Democratic Services Officer (Mr. J.M.J. Maloney),
Democratic Services Officer (Miss H. Mitchell).

APOLOGIES

Apologies for absence were received from the Executive Member for Finance (Councillor S. Anstee), Executive Member for Transformation and Resources (Councillor A. Williams) and Executive Member for Adult Social Services (Councillor M. Young). S. Anstee, A. Williams and M. Young

1. DECLARATIONS OF INTEREST

No declarations were made by Executive Members at the commencement of the meeting.

2. MINUTES

RESOLVED: That, subject to the inclusion of Councillor Bowker in the attendance list, the Minutes of the Meeting held on 29th April, 2013 be approved as a correct record.

3. MATTERS FROM COUNCIL OR OVERVIEW AND SCRUTINY COMMITTEES (IF ANY)

(a) REVIEW OF SCRUTINY TOPIC GROUP - DOORSTEP CRIME

Councillor Chilton, Chairman of the Topic Group, was in attendance to present the Group's report and recommendations. The Leader of the Council thanked the Topic Group for its report, and the Executive Member for Highways and Environment made a preliminary response, noting that a full response would be prepared in consultation with the Executive Member for Safe, Strong Communities. A number of comments from Members were noted, including encouraging of developing effective Homewatch Schemes in parallel with No Cold Calling Zones.

RESOLVED:

- (1) That the recommendations set out in the report be noted and considered.
- (2) That the Executive Member for Environment and Transportation, in consultation with the Executive Member for Safe, Strong Communities, co-ordinate a response to be considered by the Scrutiny Committee.

(b) REPORT OF SCRUTINY TOPIC GROUP - COMMUNITY ASSET FRAMEWORK

Councillor John Reilly, as Chairman of the Topic Group, was in attendance to provide the Executive with a summary of the detailed input which the Group had had into the development of the Community Asset Framework (Minute 7 below refers). He advised the Executive that the Topic Group had received formal acknowledgement of its letter, and acceptance of its suggestions, from the Executive Member for Economic Growth and Prosperity, who in turn thanked Councillor Reilly for Scrutiny's input, and advised that the Directorate was supportive of the suggestions made. It was noted that, given the scale and stage of development of the proposed framework, further Scrutiny input was likely to be appropriate in due course.

RESOLVED: That the content of the report, and the comments made by the Scrutiny Topic Group, be noted in the development of the Council's Community Asset Framework.

4. TRAFFORD COMMUNITY ASSET STRATEGY, COMMUNITY ASSET TRANSFER STRATEGY AND COMMUNITY RIGHT TO BID PROCEDURE

[NOTE: Councillor Coupe declared a Personal Interest in this item in view of his Vice-Presidency of the Urmston Meadowside Football Club.]

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The Executive Member for Economic Growth and Prosperity submitted a report setting out details of proposals in relation to the development of the Council's Community Asset Strategy, Community Asset Transfer Strategy and community Right To Bid procedure, and set out details of the reasons for bringing forward the recommendations for which approval was now sought.

RESOLVED:

- (1)
 - (i) That endorsement in principle be given to the criteria and the process for the award of Rent Grants set out in the report.
 - (ii) That endorsement be given to the principles for property support in the report.
 - (iii) That it be noted that a further report will be brought to Executive with an update on Rent Grants and property agreements.
- (2) That the proposed approach to Community Asset Transfer be endorsed in principle.
- (3) That it be noted that the agreement of a process of decision making and review of applications for Community Right to Bid had been delegated to the Executive Member for Economic Growth and Prosperity in conjunction with the Corporate Director for Economic Growth and Prosperity and Acting Director of Legal and Democratic Services.
- (4) That the potential budget implications arising from compensation payments payable under Community Right to Bid scheme be noted.

5. PROPOSALS FOR A NEW ALTRINCHAM LIBRARY

The Executive Member for Economic Growth and Prosperity submitted a report detailing progress on proposals for a new library as part of the regeneration of the Market Quarter in Altrincham, and proposing terms for a 125 year lease for the library and a funding route. A schedule was tabled illustrating potential contributions from the Land Sales Programme and, in response to a question, it was agreed that clarification would be provided outside the meeting in relation to land at Stokoe Avenue, Altrincham.

RESOLVED:

- (1) That the proposal for the relocation of Altrincham Library be agreed.
- (2) That the Corporate Director of Economic Growth and Prosperity be authorised to finalise lease terms with Citybranch.
- (3) That the Acting Director of Legal and Democratic Services be authorised to complete the legal documentation for a 125 year lease.

- (4) That agreement be given to the funding proposals for lease premium of £1,998,750 to be funded by ring-fenced land receipts from the planned 13/14 and 14/15 land sales programme along with the allocation of capital receipts from over achievement of sales already in the Land Sales Programme.

6. WOODSEND CIRCLE REDEVELOPMENT - PROGRESS UPDATE

The Executive Member for Economic Growth and Prosperity submitted a report summarising the current position and setting out the next steps to enable the proposed re-development of Woodsend Circle to proceed.

RESOLVED:

- (1) That the appointment be confirmed of LSP Developments as preferred developer for the redevelopment of Woodsend Circle.
- (2) That approval be given that all the land within the black edging on the attached plan be appropriated to Section 227 of the Town & Country Planning Act 1990.
- (3) That the Corporate Director of Economic Growth and Prosperity be authorised to proceed with securing vacant possession of units at Woodsend Circle to facilitate the re-development of the site in accordance with the strategy set out in the report in Part II of the agenda.
- (4) That the Acting Director of Legal Services be authorised to enter into all necessary legal agreements to support the development and transfer of the land.
- (5) That approval be given in principle that the Council proceed to make a Compulsory Purchase Order, if required to facilitate the re-development, subject to full indemnity of costs by LSP Developments.
- (6) That approval be given that payment for the sale of the land from LSP Developments Ltd is deferred until completion of the first phase of the development in view of the proposed strategy for securing vacant possession.

7. STRETFORD TOWN CENTRE MASTERPLAN

The Executive Member for Economic Growth and Prosperity submitted a report giving details of, and seeking approval for, the draft consultation version of the Stretford Town Centre Masterplan.

RESOLVED:

- (1) That the draft Stretford Town Centre Masterplan (appended to the report) be adopted for the purposes of consultation.

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- (2) That it be noted that the draft Stretford Town Centre Masterplan will be submitted for consultation purposes with the Stretford M32 group, Stretford Town Centre Partnership and the Meadows and Trees Tenants and Residents Associations.
- (3) That the officers be authorised to implement the Stretford Town Centre Masterplan Consultation Strategy (appended to the report).

8. **END OF PARKING SERVICES AND ENVIRONMENTAL ENFORCEMENT REVIEW CONSULTATION REPORT, INCLUDING PROPOSALS FOR FUTURE SERVICE DELIVERY**

The Executive Member for Highways and Environment submitted a report setting out details of the consultation process and its outcomes, and proposing a new structure for the service.

RESOLVED: That the end of consultation report be endorsed and the proposed new structure for the service approved.

9. **ANNUAL DELIVERY PLAN 2012/13 PERFORMANCE REPORT**

The Executive Member for Transformation and Resources submitted a report which set out a summary of performance against the Council's Annual Delivery Plan 2012/13. In response to a query in relation to levels of sickness absence, it was noted that the Corporate Management Team was in the process of developing the revised strategy referred to in the report.

RESOLVED: That the content of the Annual Delivery Plan year-end report be noted.

10. **REVENUE BUDGET MONITORING 2012/13 - PERIOD 12 PRE-AUDIT OUTTURN (APRIL 2012 TO MARCH 2013 INCLUSIVE)**

The Executive Member for Finance and Director of Finance submitted a report which set out the pre-audit outturn position on the revenue budget for the financial year 2012/13, including the General Reserve and Collection Fund balances and commitments.

RESOLVED:

- (1) That the pre audited outturn be noted.
- (2) That the General Reserve and Collection Fund balances and commitments be noted.

11. **CAPITAL INVESTMENT PROGRAMME 2012/13 OUTTURN**

The Executive Member for Finance and Director of Finance submitted a report summarising the outturn position for 2012/13 and the consequential impact on the Medium Term Financial Plan 2013/16.

RESOLVED:

- (1) That the content of the summary report be noted.
- (2) That the changes to the 2013/16 Programme be approved.
- (3) That the additional expenditure, listed in Appendix B to the report, be approved in accordance with Financial Procedure Rule No. 4.
- (4) That the outturn of the prudential indicators for 2012/13 be noted, as set out in paragraph 15 and Appendix C to the report.

12. TREASURY MANAGEMENT ANNUAL PERFORMANCE 2012/12 REPORT

The Executive Member for Finance and Director of Finance submitted a report which provided, in accordance with the CIPFA Code of Practice adopted by the Council, a review of treasury activities for the past financial year.

RESOLVED: That the Executive note the report and advise the Council:

1. of the Treasury Management activities undertaken in 2012/13;
2. that no prudential limits were breached during 2012/13;
3. that both the CIPFA Code of Practice on Treasury Management and CIPFA Prudential Code for Capital Finance were fully complied with.

13. APPOINTMENTS MADE BY THE EXECUTIVE TO OUTSIDE AND INDEPENDENT BODIES

The Chief Executive submitted a report which sought agreement for the appointment of representatives to those outside and independent bodies whose activities relate to Executive functions.

RESOLVED:

- (1) That approval be given to the appointment of representatives to those outside and independent bodies set out in the Appendix to the report.
- (2) That the Chief Executive be delegated authority, in consultation with the Leader of the Council and Opposition Group Leader(s) if necessary, to appoint members to any outside body vacancy that remains or arises after the meeting and to any additional bodies to which the Executive may be required to make appointment(s).

14. DECISIONS MADE BY THE GREATER MANCHESTER COMBINED AUTHORITY AND AGMA EXECUTIVE BOARD

The Executive received for information details of decisions made by the Greater Manchester Combined Authority at its meetings held on 26th April and 31st May 2013 and by the AGMA Executive Board at its meeting held on 31st May 2013.

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RESOLVED: That the content of the decision summaries be noted.

15. EXCLUSION RESOLUTION

RESOLVED: That the public be excluded from this meeting during consideration of the following items of business because of the likelihood of disclosure of "exempt information" which falls within Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by The Local Government (Access to Information) (Variation) Order 2006.

16. WOODSEND CIRCLE REDEVELOPMENT - PROGRESS UPDATE

The Executive Member for Economic Growth and Prosperity submitted a report (associated with item 6 above) setting out details of the vacant possession strategy adopted to facilitate the proposed development and the next steps and critical actions to enable the development to proceed. The relevant decisions are as set out at Minute 6 above.

17. EDUCATION AND EARLY YEARS CAPITAL PROGRAMME

The Executive Member for Education and Corporate Director, Children, Families and Wellbeing submitted a report giving details of the current and projected demand for school and early education places through to 2015, the progress made on existing projects to meet increasing demand, and the allocation of associated capital funding for the two years up to 2015.

RESOLVED: That approval be given to the proposals contained within the report to meet pupil place demand in schools and early education settings in 2013/15 and spending on condition and access work detailed in Appendix B to the report, and that the demand for school places as detailed in Appendix A to the report be noted.

The meeting commenced at 6.30 pm and finished at 8.28 pm.

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Democratic Services

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When phoning ask for:
Helen Mitchell

Our ref:
Your ref:
Date: 15 July 2013

Dear Councillor Mitchell,

Topic Group B: Review of Investment in Streetlighting

I wish to take this opportunity to thank you and your officers for their attendance at a meeting of the above Topic Group on 9 July 2013.

The Topic Group welcomed the opportunity to explore the issues raised in the draft reports which related to a significant investment in LED streetlighting across the Borough. We felt that the overall approach to the investment as an 'invest to save' initiative had been carefully prepared and it is with this in mind that we support, in principle, the proposals which are to be considered by the Executive in September 2013. Members welcomed the approach to phasing in the new stock over a two year period and the savings which the Council would realise if the investment was agreed by the Executive.

In their concluding remarks, Members wished to request that the Executive Member review the investment at appropriate intervals to ensure that the lighting stock continued to deliver optimal performance bearing in mind wider technological innovations. Further comments were also made in relation to the exploration of the residual costs of the lanterns as soon as practicable and that given the scale and significance of the contract, work be undertaken across the organisation to ensure a robust and flexible contract was in place to meet both current and potential future streetlighting requirements. Furthermore, Members noted the robustness of the Health Impact Assessment and the Borough-wide approach to the application of LED streetlighting. The Topic Group suggested that the Executive Member may wish to progress a communications and engagement strategy which, amongst other issues, focussed on the cost savings which would be achieved by the Council once LED streetlighting was implemented.

Once again, I wish to thank you and your officers for enabling the Topic Group to consider this report prior to its consideration by the Executive. We welcome the consideration of this 'invest to save' initiative as a means of updating and improving the streetlighting stock and realising savings for the Council in the longer term.

Yours sincerely,

Councillor John Reilly
Chairman of Scrutiny Topic Group B

Cc Peter Molyneux
Aidan Flynn
Iain Veitch
Cllr Cordingley
Cllr Ross
Cllr Bowker
Cllr Lloyd
Cllr Adshead

TRAFFORD BOROUGH COUNCIL

Report to: Executive
Date: 29th July 2013
Report for: Decision
Report of: The Executive Member for Economic Growth and Prosperity

Report Title

Land Sales Programme 2013-14 and beyond

Summary

To advise Members of the outcome of the 2012/13 Land Sales Programme, to propose a programme for the disposal of land and buildings during the financial year 2013/14 and beyond, and to seek the necessary delegations.

Recommendation(s)

1. Note the outcome of the 2012/13 Land Sales Programme
2. Approve the proposed additions to the Land Sales Programme for 2013/14 onwards as set out in the report.
3. Delegate authority to the Executive Member for Economic Growth and Prosperity in consultation with the Corporate Director for Economic Growth and Prosperity to
 - a. negotiate and accept bids
 - b. engage external resources where this will assist in implementing the programme
 - c. submit an application for planning permission on any properties included in the Programme where this will assist in marketing
 - d. offset eligible disposal costs against capital receipts in accordance with Capital Regulations up to a maximum of 4% of the value of the capital receipt
 - e. advertise the intention to dispose of a site in the event that it comprises open space as defined by the Town and Country Planning Act 1990, in accordance with the relevant statutory procedure, and if any objections are received, to refer to the relevant portfolio holder for consideration
 - f.
 - i) add to or substitute sites into the Programme during the year
 - ii) hire security services or arrange for the demolition of any property subject to revenue costs being met from donor Services
 - iii) authorise alternative methods of disposal where appropriate e.g. auction and joint ventures

Contact person for access to background papers and further information:

Name: Paul Adshead; Helen Jones
Extension: 2070 1915
Background papers: None

Implications

Financial Impact:	The generation of capital receipts in support of the capital investment programme and other initiatives. Service Managers are to be made aware that revenue costs of surplus assets will continue to be met from Service budgets until the asset is sold.
Legal Impact:	Some properties may require Ministerial Consent for disposal of former school playing fields and others may be subject to restrictive covenants
Human Resources Impact:	None directly related to this report
Asset Management Impact:	The disposal of surplus assets in accordance with the Asset Management Plan and Asset Strategy to assist service delivery and strategies and reduce backlog maintenance.
E-Government Impact:	None directly related to this report
Risk Management Impact:	A reduction in health and safety issues although empty buildings pose a risk to third parties. Market conditions and external funding continue to be the major risks to delivery of the Programme. Valuations are also subject to reasonable planning assumptions on use, density, etc. The new planning obligations introduced in February 2012 are currently being monitored to determine potential effect on viability and land value and what impact there may be on the Land Sales Programme.
Health and Safety Impact:	A reduction in health and safety issues by disposing of vacant buildings.

1.0 Background

- 1.1 The Land Sales Programme sets out for each year a list of land and buildings the Council intends to sell in the forthcoming year(s) and a summary of the previous year's outturn. The details of these are set out in the report.
- 1.2 The Land Sales Programme is an integral part of the Council's asset strategy and is the conclusion of a corporate process of identification of surplus assets linked to service planning and an options appraisal process.
- 1.3 The Council strives to use its property assets in the most advantageous way possible for the community and to achieve its service delivery, financial, regeneration and economic growth objectives. Sites for sale are identified through two processes:
- through service transformation where services are to be delivered differently and property is then surplus to requirements
 - through identification of land with development opportunity.

2.0 Factors affecting the Land Sales Programme

- The need to ensure assets are used in the most strategic way to support the Council's overall financial and growth objectives
- Economic conditions making property development more difficult to progress and deliver quickly and viably
- Expectations of the various provisions in the Localism Act, and community awareness and interest in open space and related issues.

3.0 Current Strategies and the linkages with the Programme

3.1. The use and disposal of property is an important item in business planning and the delivery of efficiency targets across all service areas. In addition the identification of a range of service delivery strategies across the Council has had implications for the use of property and its availability for disposal. These include:

- **Accommodation Strategy** – Ongoing projects in town centres have presented opportunities for the restoration of key assets and regeneration through developments including Council land.
- **Long Term Accommodation (LTA)** – the most significant project to date has resulted in the regeneration of Trafford Town Hall allowing staff from other buildings to be relocated. This has released a number of properties which are highlighted for disposal in this Programme and are ring-fenced to the LTA project as indicated in the attached table.
- **Depots strategy** – The number of Environment, Transport and Operations depots has been reduced by a move of operations to Carrington Depot. This has released Higher Road Depot, Urmston and the former Partington Depot for disposal. Potentially, the Wharf Road depot in Altrincham may also become available in due course.
- **Care strategies** – Changes to service delivery has resulted in the disposal of a number of day care and residential facilities. Most recently Katherine Lowe House, Davyhulme has become vacant and is included in the Land Sales Programme.
- **Collaboration and co-location** - Partnership working has led to shared use of accommodation. This is already producing more efficient use of assets and should lead to the release of surplus assets across partners. Other proposals will follow and are likely to lead to a reduction in properties required across the partnership.
- **Corporate Landlord** – A corporate landlord approach to managing the Council's property assets will improve the management of these assets. Through efficiencies in terms of maximizing the capacity of buildings to be retained and partnerships with public, private and third sector partners there will be future opportunities for further rationalisation of the property portfolio.

3.2 A range of strategies affect the way in which assets are disposed of. These aim to use surplus and under-performing assets to assist in the delivery of wider objectives in addition to realising capital receipts. They include:

- **Regeneration and economic growth** – Council owned land, and property in town centres in particular, has been used as catalyst for regeneration. Current key regeneration sites include the Altair scheme in Altrincham, Old Trafford (Masterplan), and other neighbourhood centre schemes such as Woodsend Circle, Urmston. These have been brought forward for development and will enhance areas while potentially delivering capital receipts.
- **Housing growth and affordable housing targets** are also supported by the Land Sales Programme, often in partnership with Registered Social Landlords. Disposals of land for nil value may be required if schemes are to be funded by the Homes and Communities Agency, and potential sites are identified on the current Programme. Development of sites for residential development also has the advantage of attracting the New Homes Bonus, which is a payment from central government for increasing the number of homes. As an example the site at Marlow Close, Davyhulme referred to below and comprising 50 dwellings and 30 apartments will generate in the order of £700,000 over a period of 6 years.
- **Extra Care** – Changes in demographics and residential care provision have highlighted a need for Extra Care residential provision. The Council is working with Registered Social Landlords to achieve this, with the Atkinson Road site in Sale and adjacent Trafford Housing Trust site currently progressing and negotiations taking place with Trafford Housing Trust in respect of a site on Shrewsbury St, Old Trafford.
- **Community Asset Transfer** - The Council has supported, where appropriate, key local organisations to deliver improved services in conjunction with the use of Council assets. Four sites have in the recent past been the subject of successful transfer (Raglan Road, Walton Park, The Hub, and Firswood former library) enabling the continuation of much enhanced provision of facilities for the community. Following the proposals for Community Right to Bid now included in the Localism Act, there is greater interest in community assets, and innovative ways in which assets can be used for the benefit of local communities. Opportunities will continue to be sought within this framework.

4.0 Future Strategy

4.1 A more strategic approach to the disposal of land and property will be adopted in delivering this programme to assist in increasing the overall supply of new housing in the borough and maximising value to the Council. Where appropriate therefore, consideration will be given to a number of disposal options including:

- Consideration of location, to ensure that sites in proximity to each other are brought to the market at the same time. This will provide efficiencies for developers and therefore maximise value.
- Assessment of adjacent land assets in third party ownership that could add marriage value to Council sites or unlock a wider development opportunity.
- Alternative delivery models that could generate a greater return and/or ensure delivery, including the Greater Manchester Housing Investment Model (in partnership with the Greater Manchester Pension Fund as an institutional investor in new housing), equity share, or deferred payment.
- Establishing a development agreement/joint venture with a private sector developer or packaging of sites together.
- Outcomes from the Land Pooling Agreement currently being assessed to support delivery of the Old Trafford Masterplan.
- The use of CPO powers to enable development where appropriate.

4.2 A streamlined approach between services within the Economic Growth Directorate and Legal Services will ensure that opportunities are maximised and that transactions are completed in a timely manner.

5. Sites sold in 2012-13 were as follows:-

TABLE A	
	Site
1.	Grange Ave, Timperley
2.	Brookside EPH, Barlow Rd, Altrincham
3.	M60 compensation
4.	Marlow Close, Davyhulme
5.	Atkinson Rd, Sale
6.	Land adjoining Old Trafford Supporters Club
7.	Land at Bowdon C of E Primary School

5.1 All unsold sites have been rolled forward to the current year.

5.2 Sale of land at Atkinson Road to Trafford Housing Trust was completed to enable the construction of a 71 bed extra care facility and in addition achieve a significant capital receipt for land for residential development.

5.3 Final stage payments are also now being received from Persimmon Homes in respect of a deferred payment transaction at Marlow Close, Davyhulme where the base figure has now been exceeded. This has proved to be a successful outcome to a sale which took place in difficult market conditions and the Council is now benefiting from higher sales figures being achieved.

6. Sites programmed to be sold in 2013-14 are as follows:-

	Site location	Reason for sale	Comment
1.	Roseneath Road, Urmston	Surplus property	To be marketed Aug 2013.
2.	Woodfield Road, Broadheath	Surplus land – former CPO	Sold subject to planning.
3.	Arcon Place, Altrincham	Surplus land	Sold subject to planning.
4.	234 Ayres Rd, Old Trafford	Surplus property	Sec of State consent required. To be marketed Sept 2013.
5.	Sinderland Rd, Altrincham	Joint sale involving National Trust	Sale to Greene King and Villafont subject to planning.
6.	Grange Ave, Timperley (Phase 2)	Surplus land	Subject to planning. 8 affordable dwellings.
7.	Brook Rd (adj 29), Flixton	Surplus land	To be marketed Aug 2013.
8.	71/73 Northenden Rd Resource Centre, Sale	Surplus as a result of LTA	To be marketed July 2013.
9.	Katherine Lowe EPH, Davyhulme	Surplus property	To be marketed Aug 2013.
10.	9/13 Washway Rd, Sale	Surplus property	Awaiting vacation of CAB.
11.	Humphrey Rd, Old Trafford	Surplus former CPO land	Allocated for disposal to RSL.
12.	Marlow Close, Broadway, D'hulme	Surplus land	Balance of deferred payment.
13.	Broadway, D'hulme (remaining)	Surplus land	Sale to RSL.
14.	Stokoe Ave, Altrincham	Surplus land	Sale to adjacent land owner.
15.	Ortonbrook, Partington	Surplus property	To be marketed Aug 2013. Possible Section 77 consent required.
16.	3 Kenwood Rd, Stretford	Surplus property	.
17.	Blair Ave, Flixton	Overage	
18.	Friars Court, Sibson Rd, Sale	Surplus property - LTA	Town centre regeneration
19.	Old Trafford Supporters club - Lease	Land	Lease for car parking
All sites, with the exception of No 10, 18 and 19 are likely to be sold for housing purposes			

7. **Sites programmed for sale 2014 and beyond:-**

	Site location	Reason for sale	Comment
1.	Denzell Cottages, Dunham Rd, Bowdon	Surplus property	Listed property
2.	Stretford Public Hall, Chester Rd	Surplus property	Listed building
3.	Higher Road Depot, Urmston	Surplus property	Not yet vacated – alternative planning use.
4.	Partington Depot, Manchester Rd	Surplus property	Currently used by Partington Town Council, who are aware of proposals.
5.	Woodsend Circle, Flixton	Regeneration	Development agreement
6.	Lloyd House, Trafford Park	Surplus Property	Office accommodation in Trafford Park
7.	The Gorse, Bowdon	Surplus Property	Subject to access and covenant issues
8.	Partington Library	Surplus Property	Joint sale with Peel
9.	Moss View Primary, Partington	Surplus Property	Currently in use pending LTA but current users vacating Sept 2013. May be retained.
10.	Bowfell House, Flixton	Surplus Property	Not yet declared surplus
11.	Borough Rd, Altrincham	Surplus Property	Vacant land
12.	11 Melville Rd, Stretford	Surplus Property	Currently occupied – available 14-15
13.	Cecil Rd, Hale	Surplus Property	Informal car park
14.	Altrincham Depot, Wharf Rd	Surplus Property	Under discussion – may be surplus 2014

7.1 New sites becoming surplus during the year will be added to the programme in consultation with the Executive Member, and where these involve the approval of a development brief, a formal decision will be requested of the Executive Member and a period of public consultation will be undertaken in the usual way.

Other Options

All options will be considered as set out in the report, to ensure best value and the achievement of wider objectives. Retention of property would have consequences for the resourcing of the Capital Programme, impact on revenue savings and the delivery of a range of Council objectives. Wider projects where amalgamation of individual sites is appropriate, achieves a higher receipt than individual site sales.

Consultation

Consultation with all service areas is undertaken to ensure that there are no further appropriate uses for the Council or its partners. In some cases this will identify a specific future use following sale, which will indicate the source of potential purchasers, such as Registered Social Landlords for affordable housing. Major disposals affecting a wider area are, as appropriate, subject to consultation with local stakeholders.

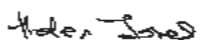
Reasons for Recommendation

The sale of surplus assets reduces the Council's overall expenditure, backlog of maintenance, generates capital receipts and supports regeneration. There is a need to undertake a range of procedures to ensure that the best consideration for the sale is achieved. This will in future include more formalised option appraisal in accordance with processes agreed by the Council's external auditors. This includes the incurring of eligible expenditure in advance of sale, which will be recouped from the sale proceeds.

Key Decision

This will be a key decision likely to be taken in: July 2013
This is a key decision currently on the Forward Plan: Yes ~~No~~
If key decision has 28 day notice been given Yes

Finance Officer Clearance (type in initials).....GB
Legal Officer Clearance (type in initials)...mrj... ..



DIRECTOR'S SIGNATURE

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Properties for disposal in 2013-14	
1	Roseneath Rd, Urmston
2	Woodfield Rd, Broadheath
3	Arcon Place, Broadheath
4	234 Ayres Rd, Old Trafford
5	Sinderland Rd, Broadheath
6	Grange Ave, Timperley (phase 2)
7	Brook Rd (adj 29), Flixton
8	71/73 Northenden Rd, Sale
9	Katherine Lowe House, Davyhulme
10	9/13 Washway Rd, Sale
11	Humphrey Rd, Old Trafford
12	Marlow Close, Davyhulme
13	Broadway, Davyhulme
14	Stokoe Ave, Broadheath
15	Ortonbrook School, Partington
16	3 Kenwood Rd, Stretford
17	Blair Ave, Flixton
18	Friars court, Sibson Rd, Sale
19	Trafford Wharf Rd, Old Trafford Supporters Club



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TRAFFORD
METROPOLITAN BOROUGH

SITE OF FORMER
51/61 ROSENEATH ROAD
URMSTON

Scale 1:500

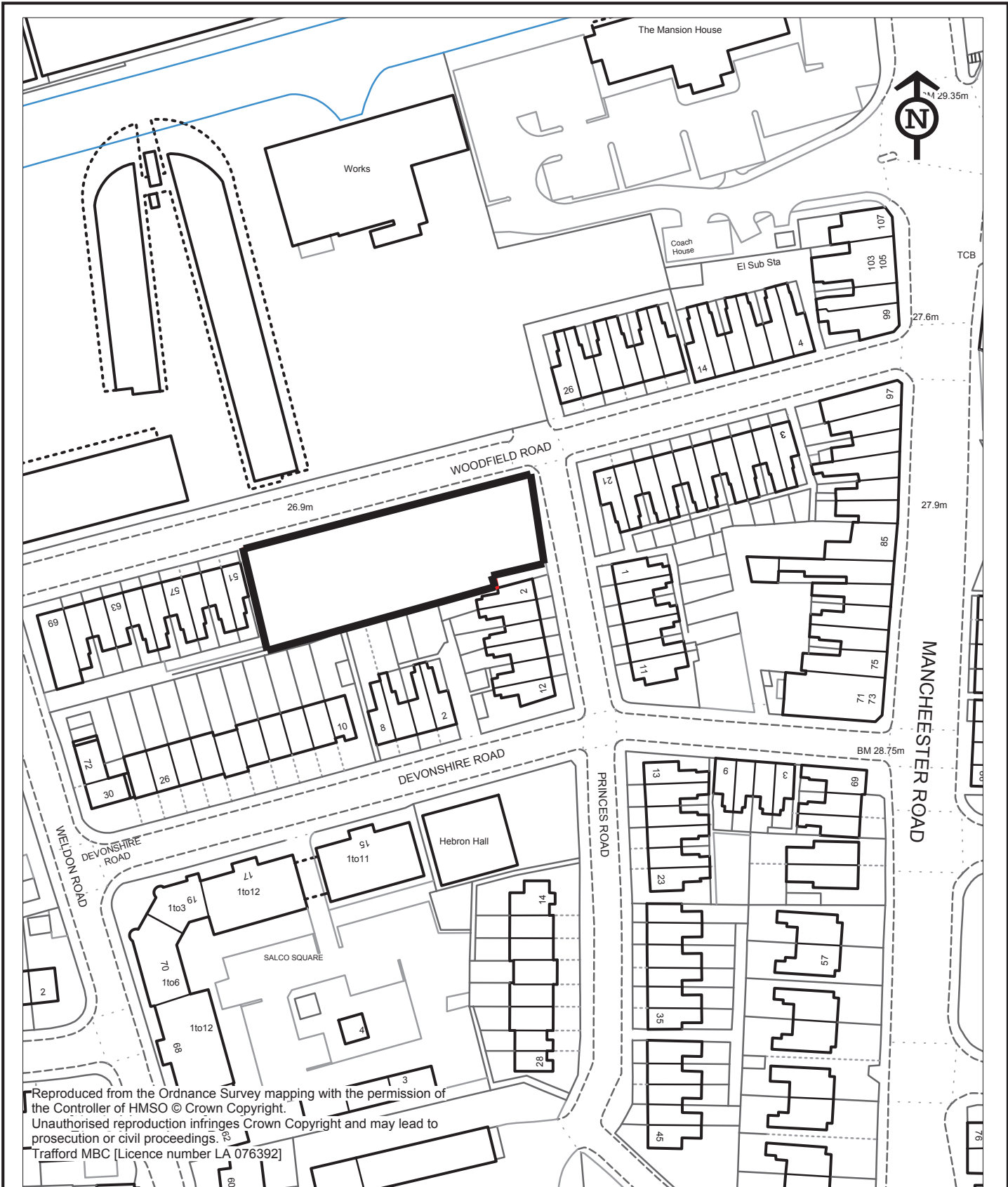
Date 4 November 2004

File No.

Drawn KI

713/255A

Area (or thereabouts):



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TRAFFORD
COUNCIL

LAND AT WOODFIELD ROAD ALTRINCHAM	NTS	Date	Nov 09	File No.
	Drawn	KI		704/175G
	Area (or thereabouts):			

Seamon's Moss Farm

Bay Malton Cottage



Ward Bdy

Bridgewater Canal



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 20A
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TRAFFORD
COUNCIL

LAND AT
 ARCON PLACE
 ALTRINCHAM

Scale	1/500	Date	Jan 11	File No.
Drawn	KI			711/533B
Area (or thereabouts):	0.233 ACRES			

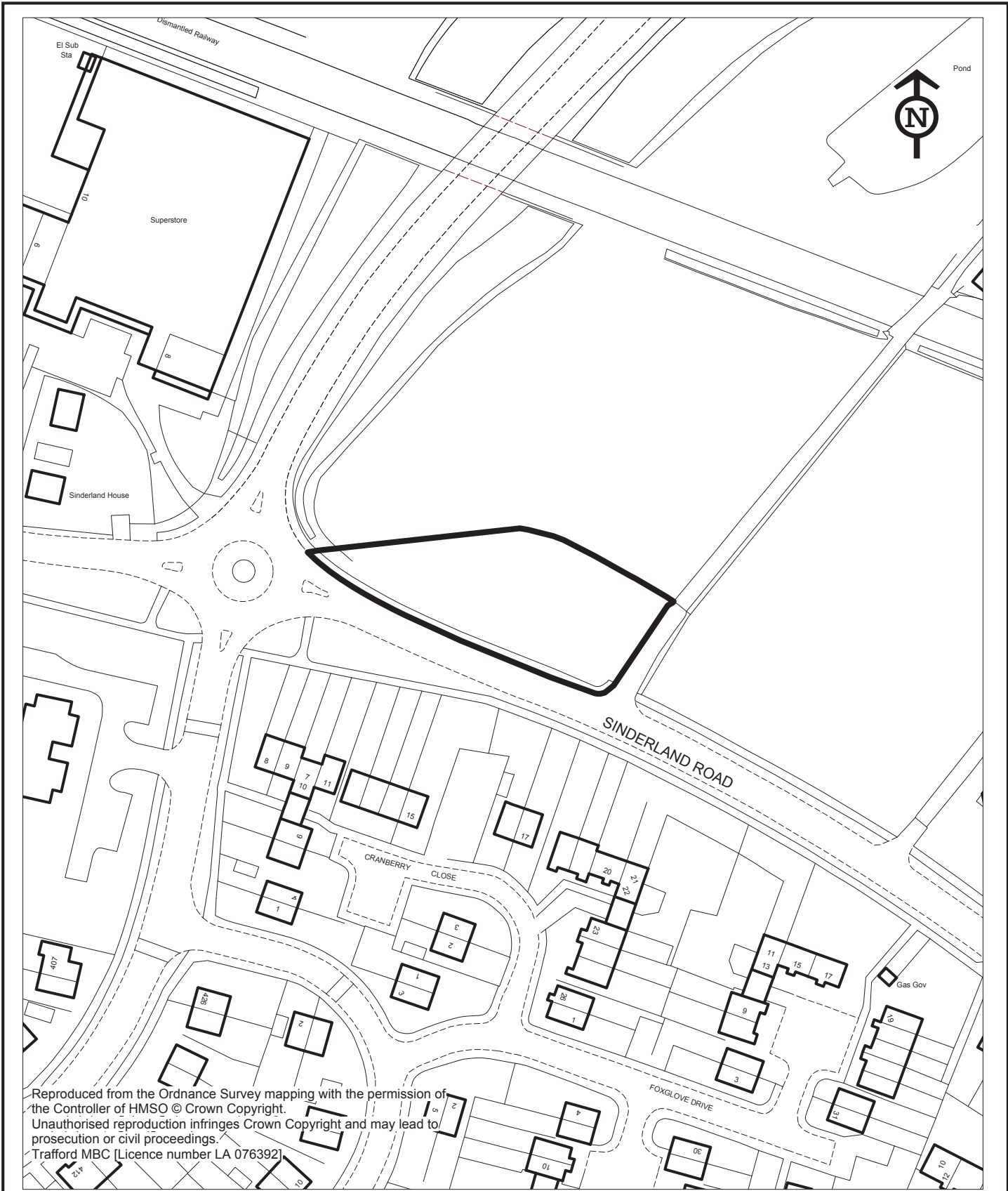


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TRAFFORD
COUNCIL

234 AYRES ROAD
OLD TRAFFORD

Scale	1/1250	Date	May 12	File No.
Drawn	KI			
Area (or thereabouts):				

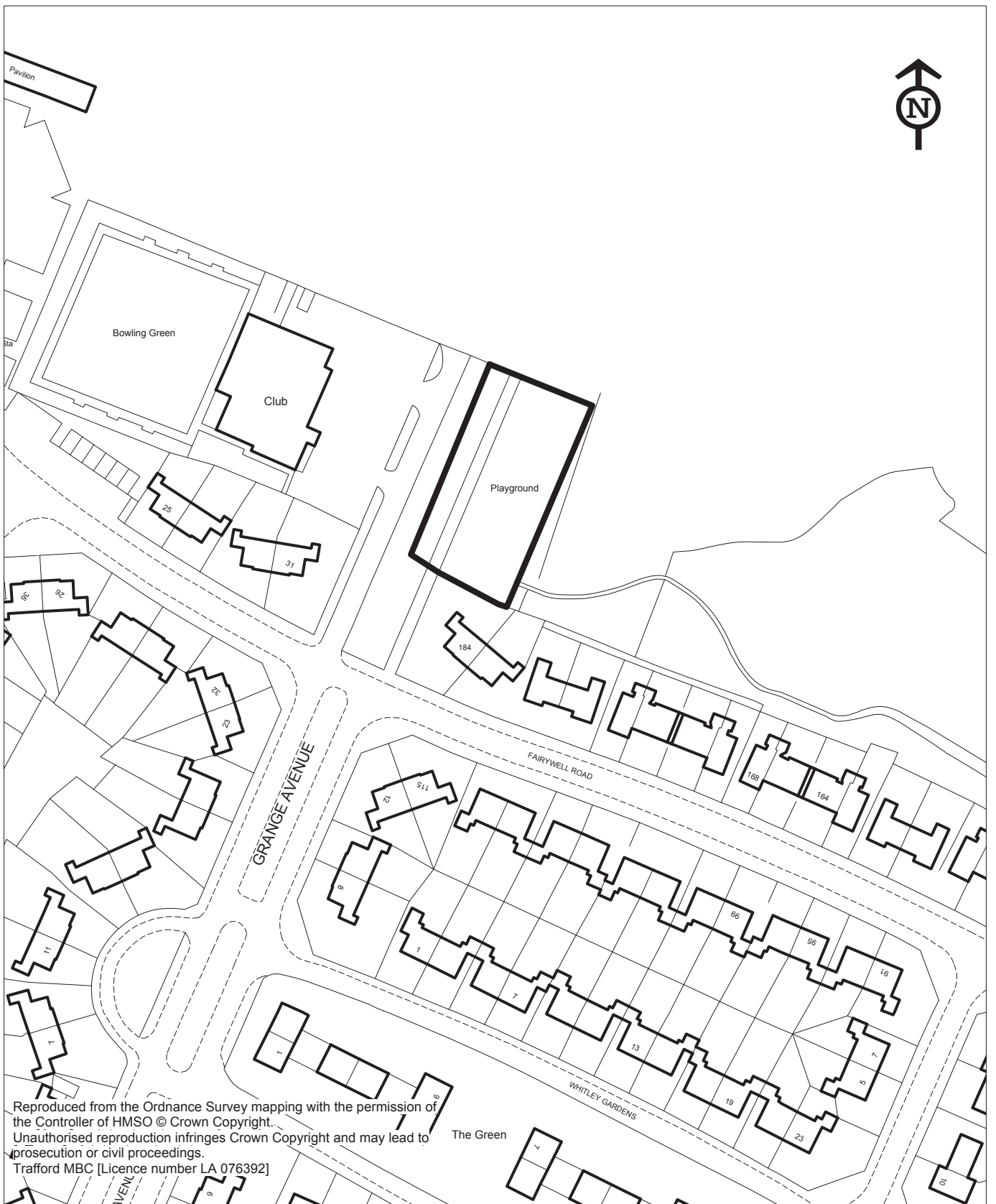


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TRAFFORD
COUNCIL

SINDERLAND ROAD
ALTRINCHAM

Scale	1/1250	Date	May 12	File No.
Drawn	KI			
Area (or thereabouts):				



TRAFFORD
COUNCIL

LAND AT
GRANGE AVENUE
TIMPERLEY

Scale 1/1250

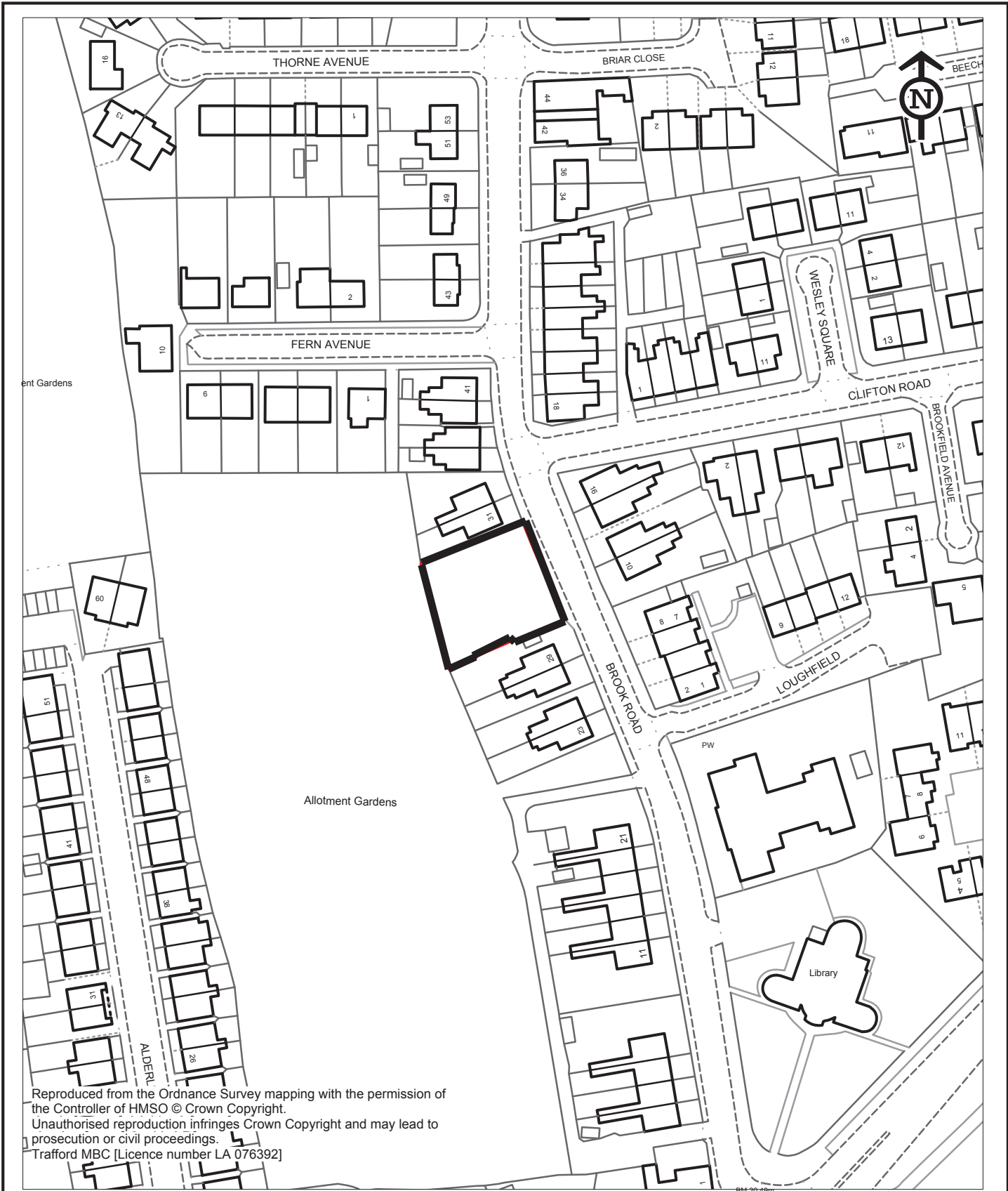
Date June 13

File No.

Drawn KI

711/612B

Area (or thereabouts):



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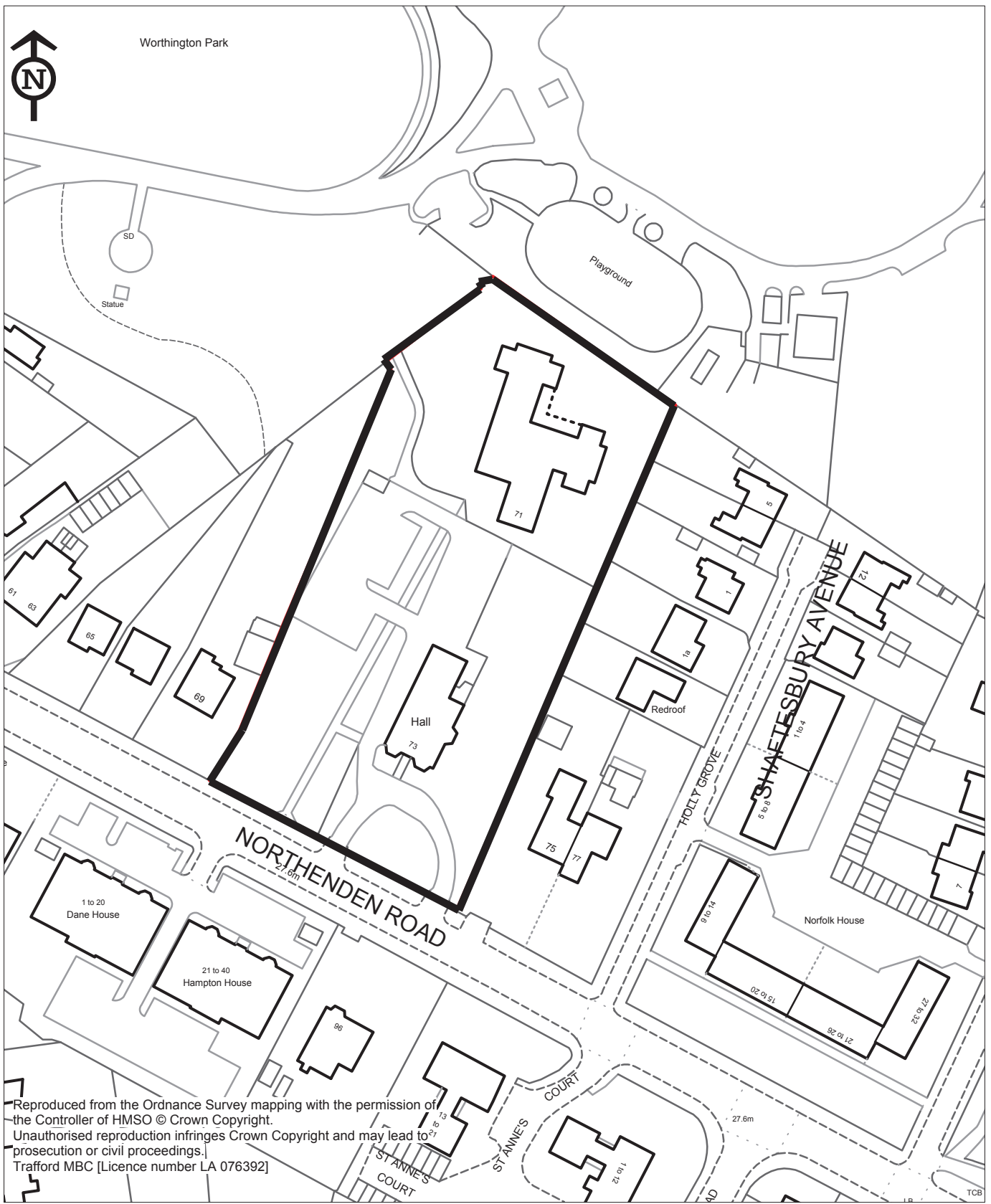
TRAFFORD
COUNCIL

LAND AT
BROOK ROAD
FLIXTON

Scale 1/1250	Date May 11	File No.
Drawn KI		
Area (or thereabouts):		



Worthington Park



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TRAFFORD
COUNCIL

71/73 NORTHENDEN ROAD
SALE

Scale 1/1250

Date April 10

File No.

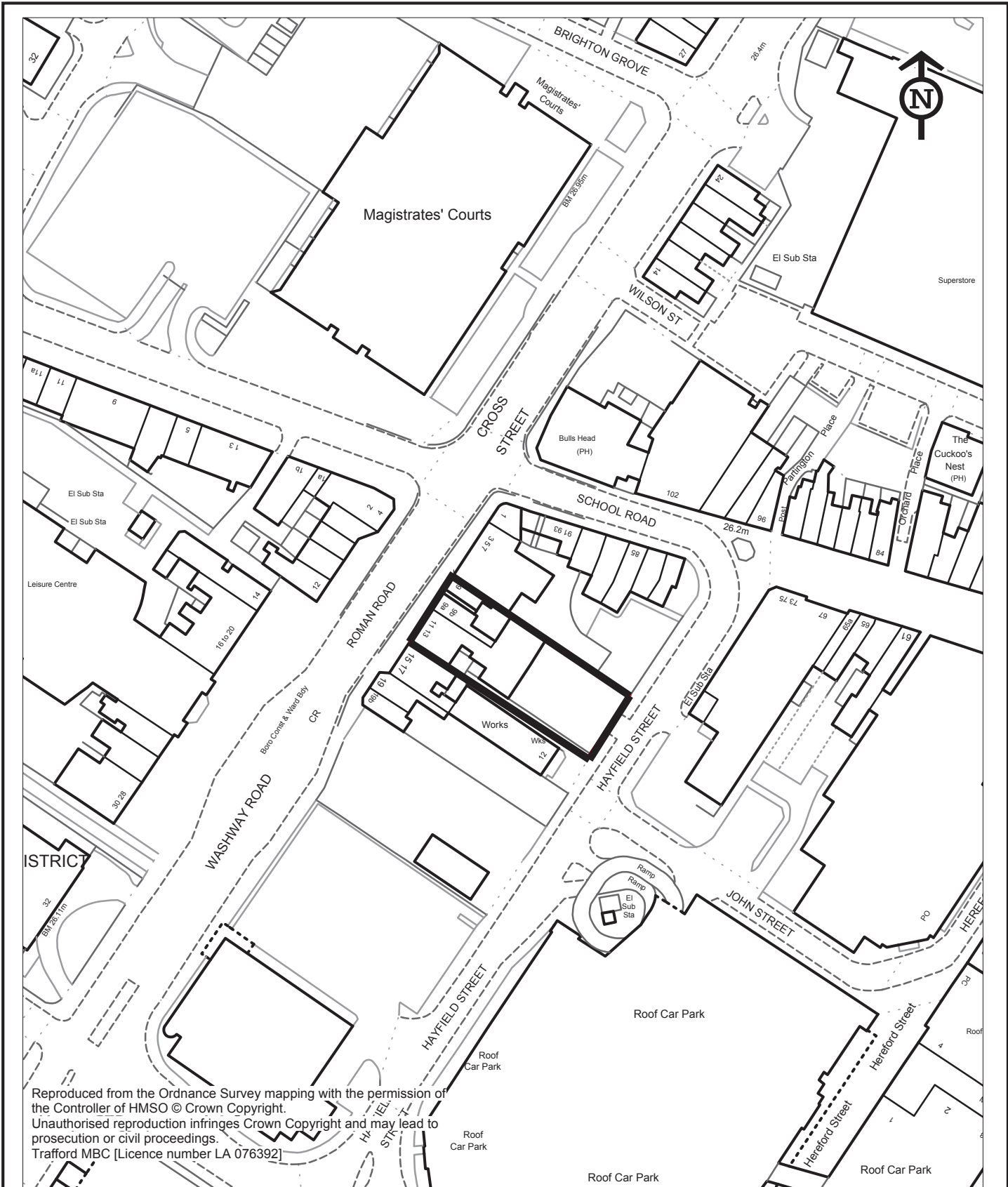
Drawn KI

Area (or thereabouts):



TRAFFORD
COUNCIL

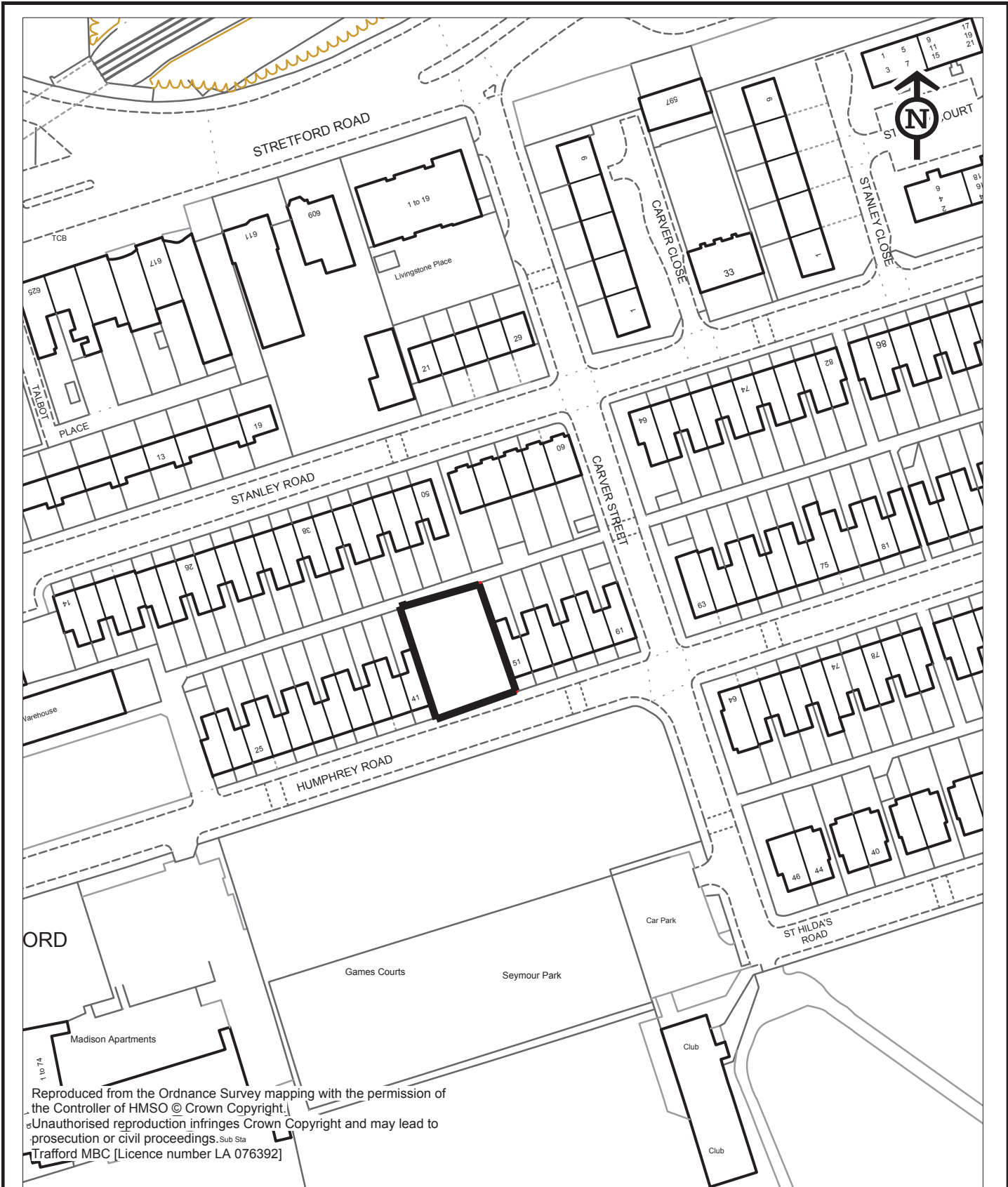
KATHERINE LOWE HOUSE BARTON RD DAVYHULME CIRCLE DAVYHULME	Scale 1/1250	Date April 2013	File No.
	Drawn KI	711/816A	
	Area (or thereabouts) 2858 SQ MTS		



TRAFFORD
COUNCIL

9/13 WASHWAY ROAD
SALE

Scale 1/1250	Date May 11	File No.
Drawn KI		
Area (or thereabouts):		

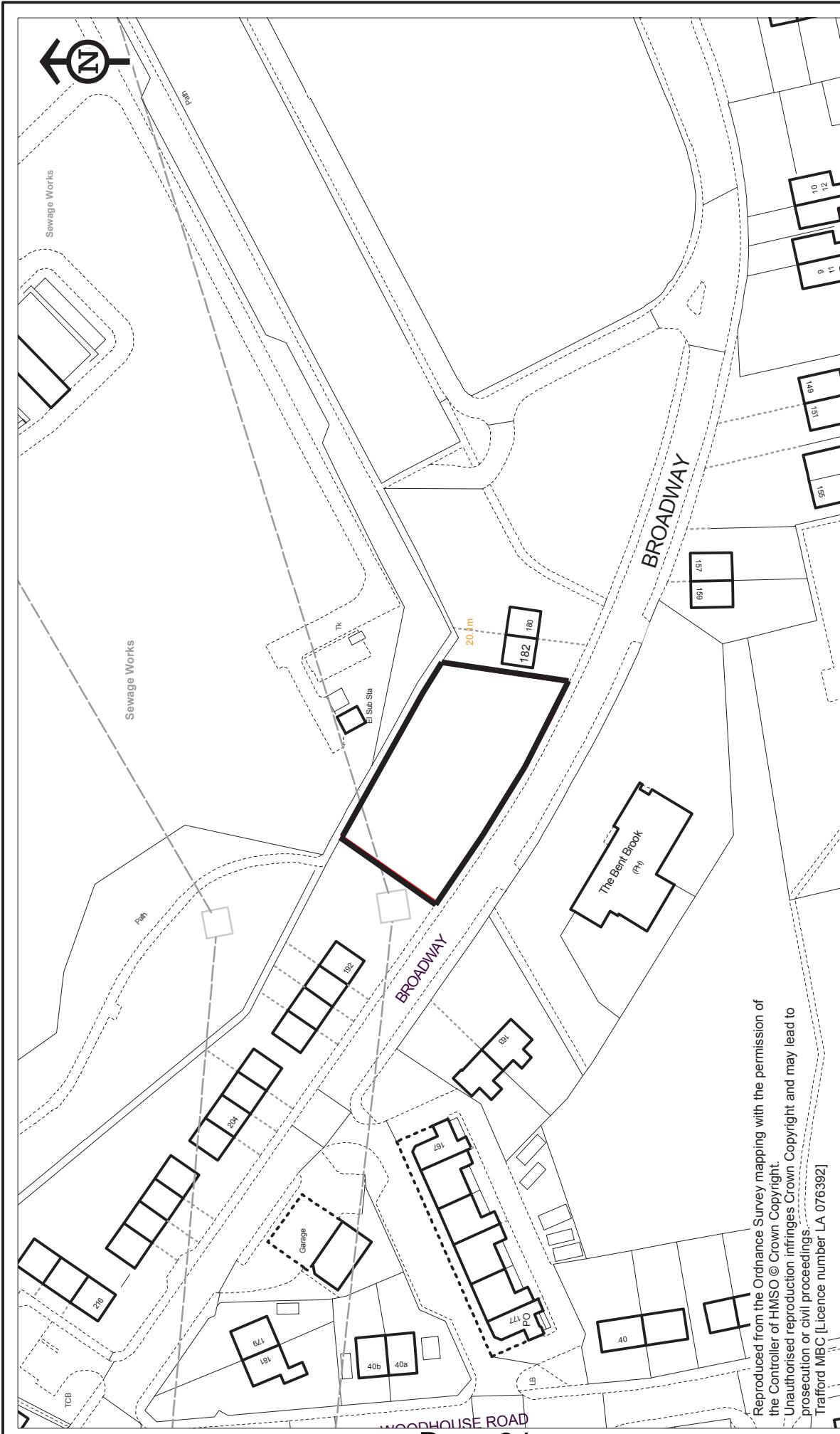


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TRAFFORD COUNCIL

**SITE OF 43/49 HUMPHREY RD
OLD TRAFFORD**

Scale	1/1250	Date	April 11
Drawn	KI	File No. 711/579A	
Area (or thereabouts):			



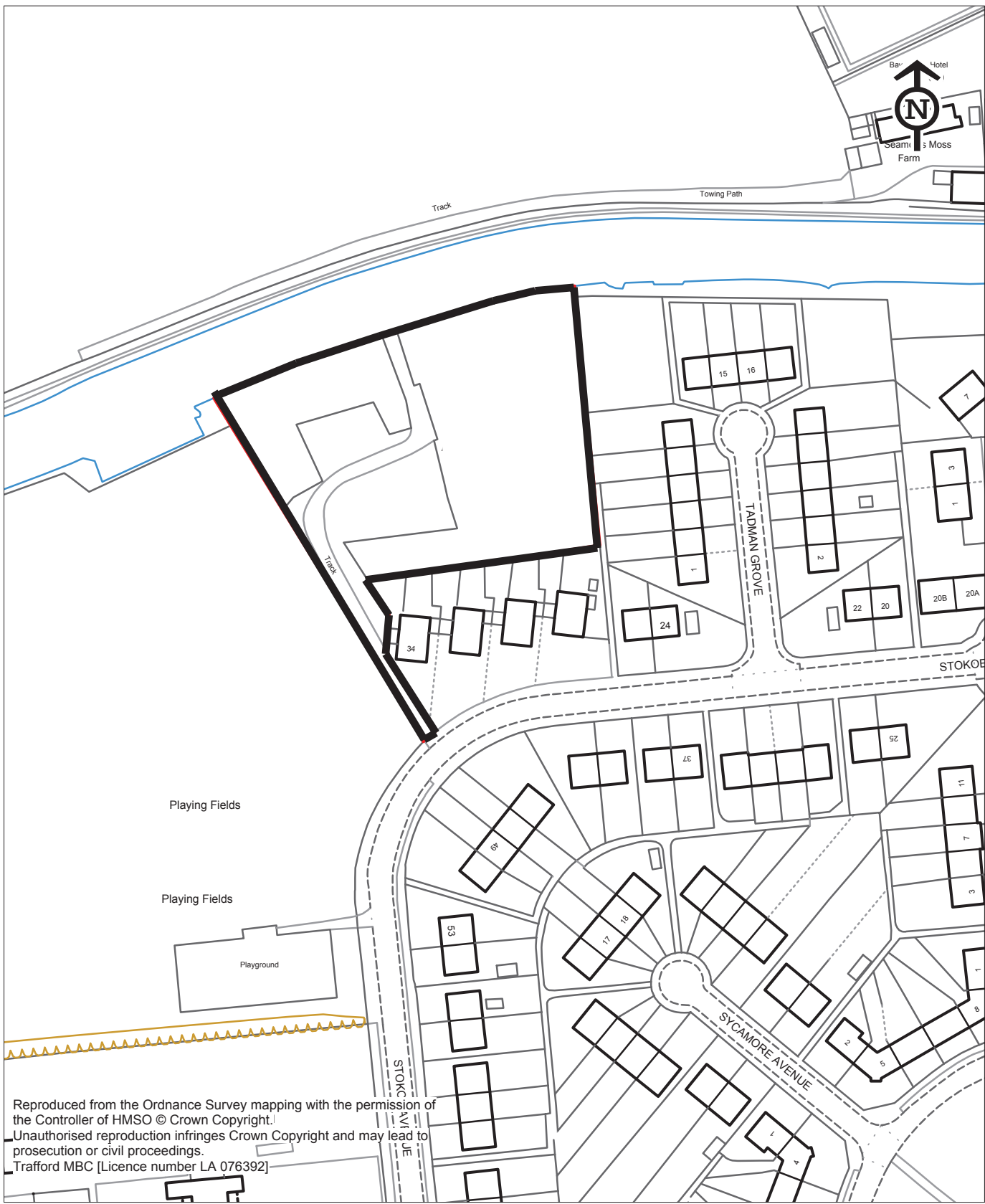
Scale 1:1250
 Date 30 November 2004
 Drawn KI
 Area (or thereabouts):
0.373 acres / 0.151 ha

File No. **711/555F**

**LAND AT
 BROADWAY
 DAVYHULME**



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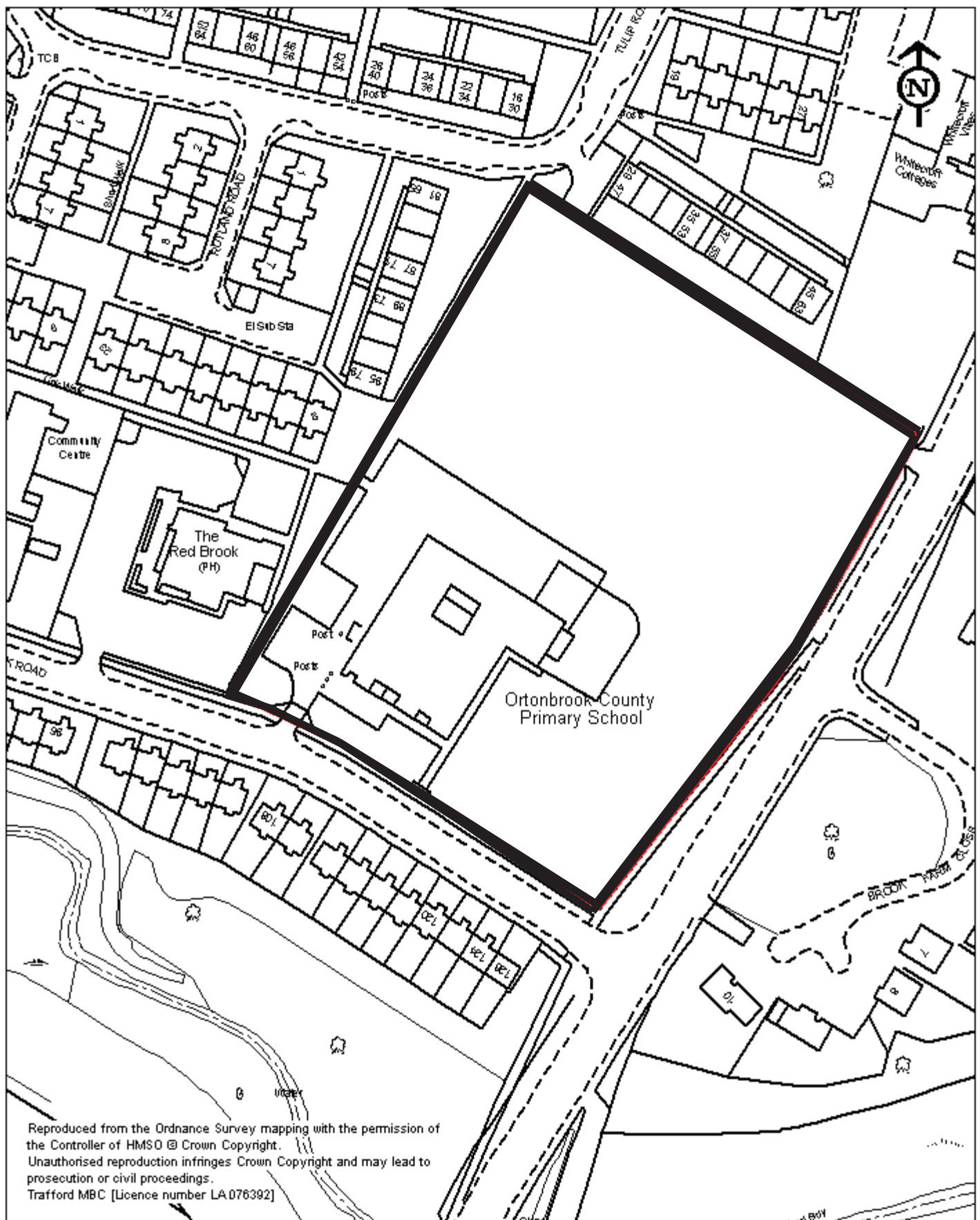


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TRAFFORD
COUNCIL

LAND AT STOKOE AVENUE
 ALTRINCHAM

Scale 1/1250	Date 17-03-10	File No.
Drawn KI	711/542F	
Area (or thereabouts):		



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TRAFFORD
METROPOLITAN BOROUGH

PROPOSED DISPOSAL
ORTONBROOK PRIMARY SCHOOL
OAK ROAD PARTINGTON

Scale 1:1250

Date 12 July 2002

File No.

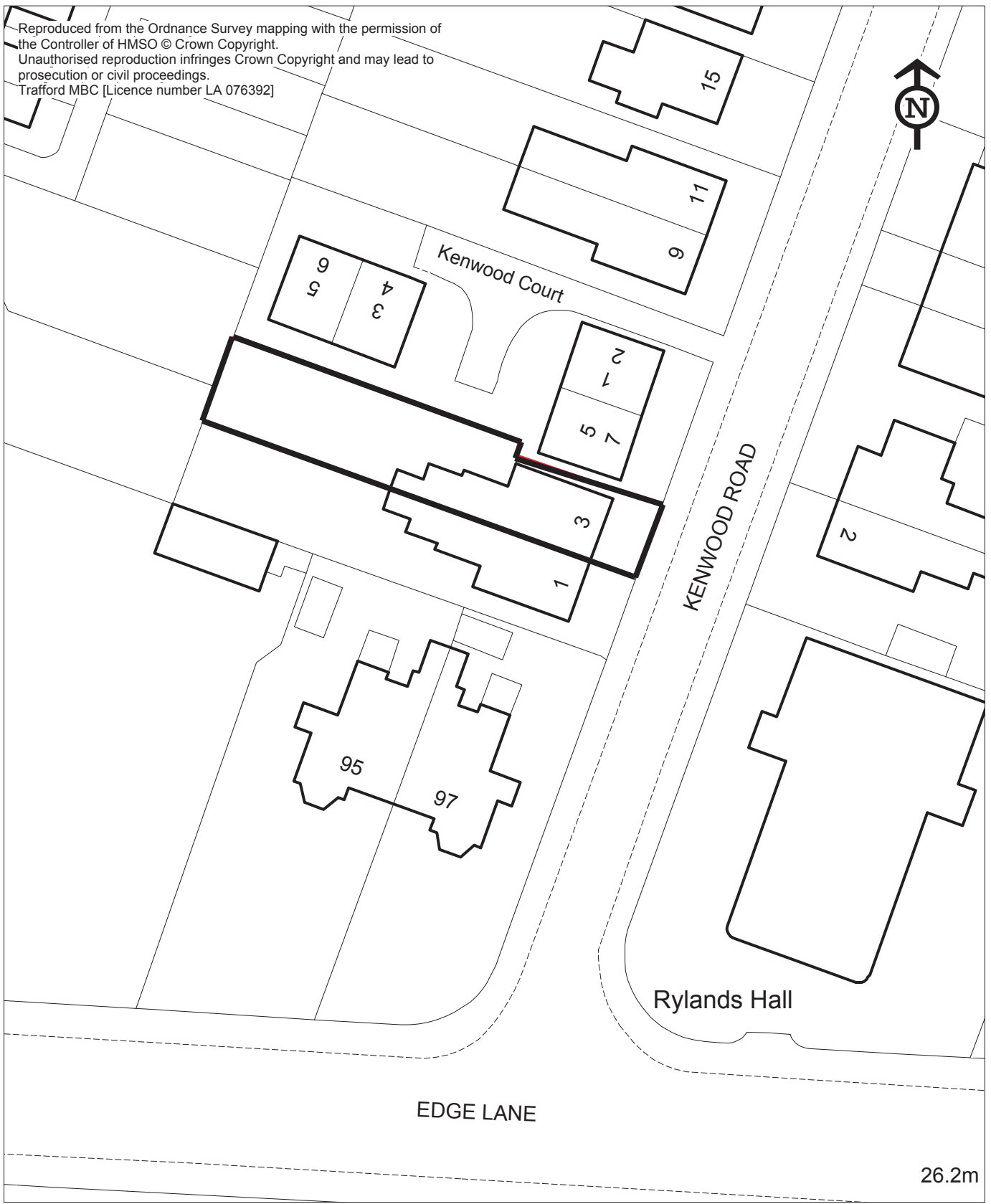
Drawn

KI

711/721B

Area (or thereabouts):

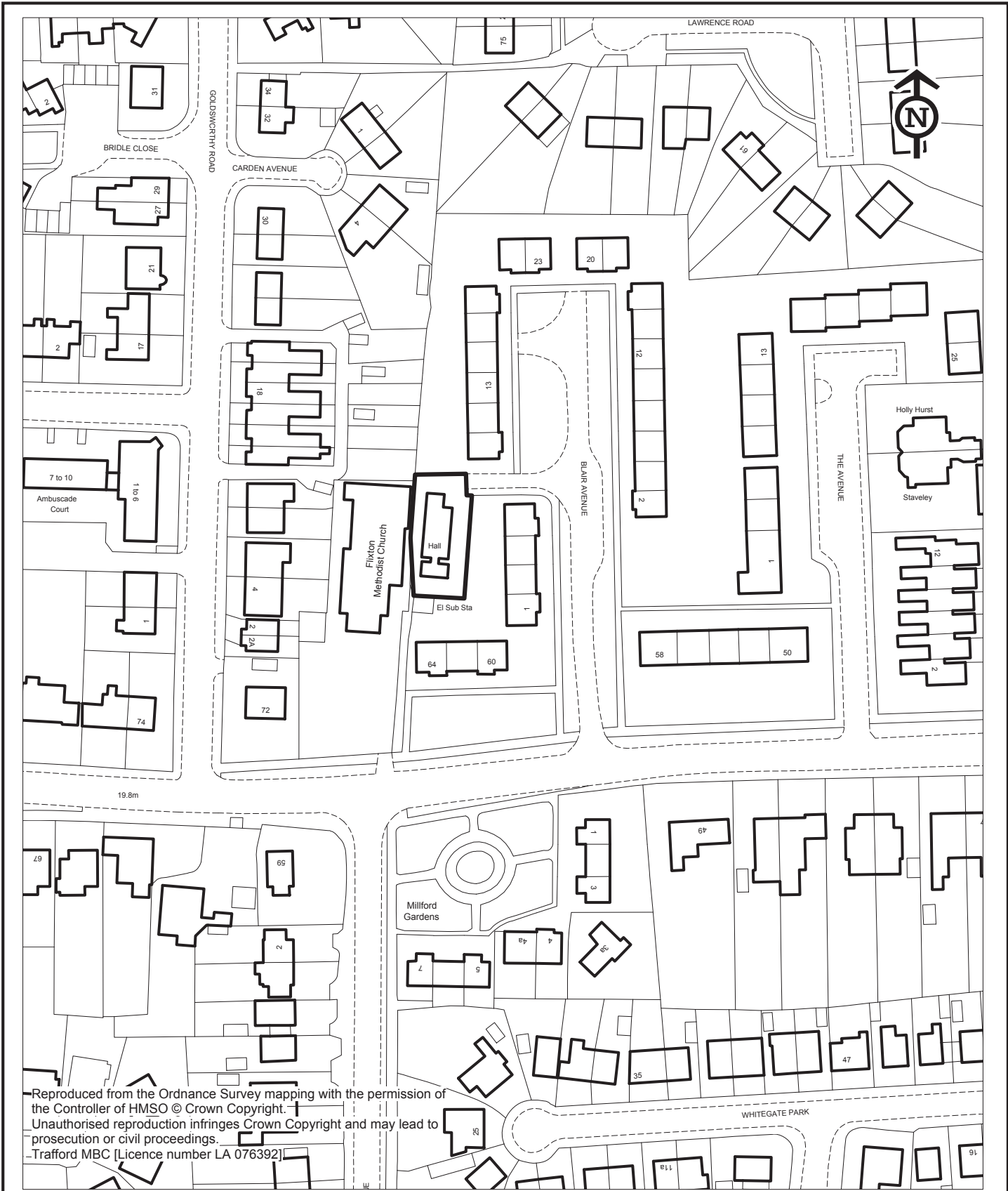
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TRAFFORD
COUNCIL

3 KENWOOD ROAD
STRETFORD

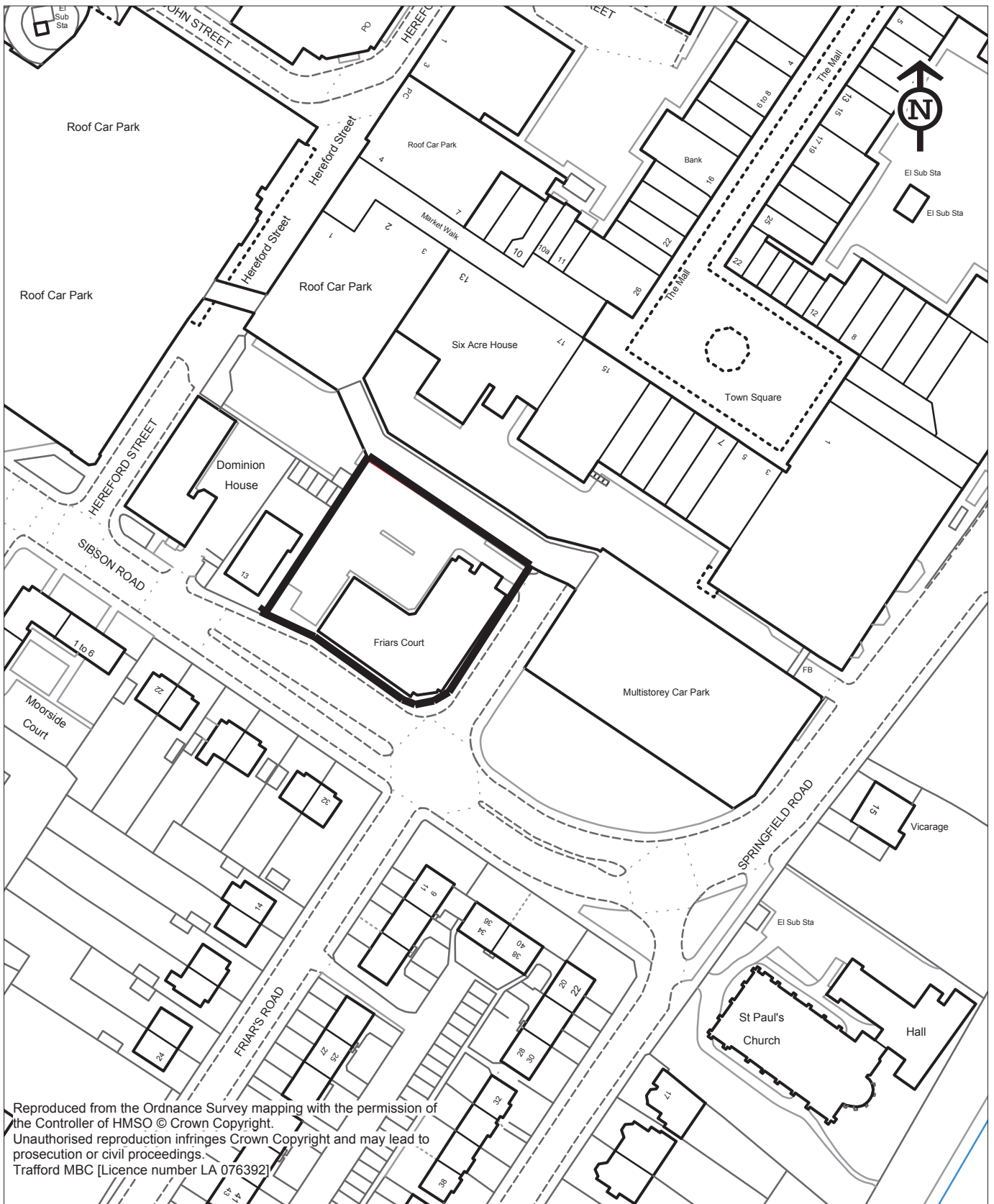
Scale 1/500	Date April 2013	File No.
Drawn KI	711/642A	
Area (or thereabouts):		



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TRAFFORD
COUNCIL

LAND AT BLAIR AVENUE FLIXTON	Scale 1/1250	Date June 13	File No.
	Drawn KI	711/0947A	
	Area (or thereabouts):		

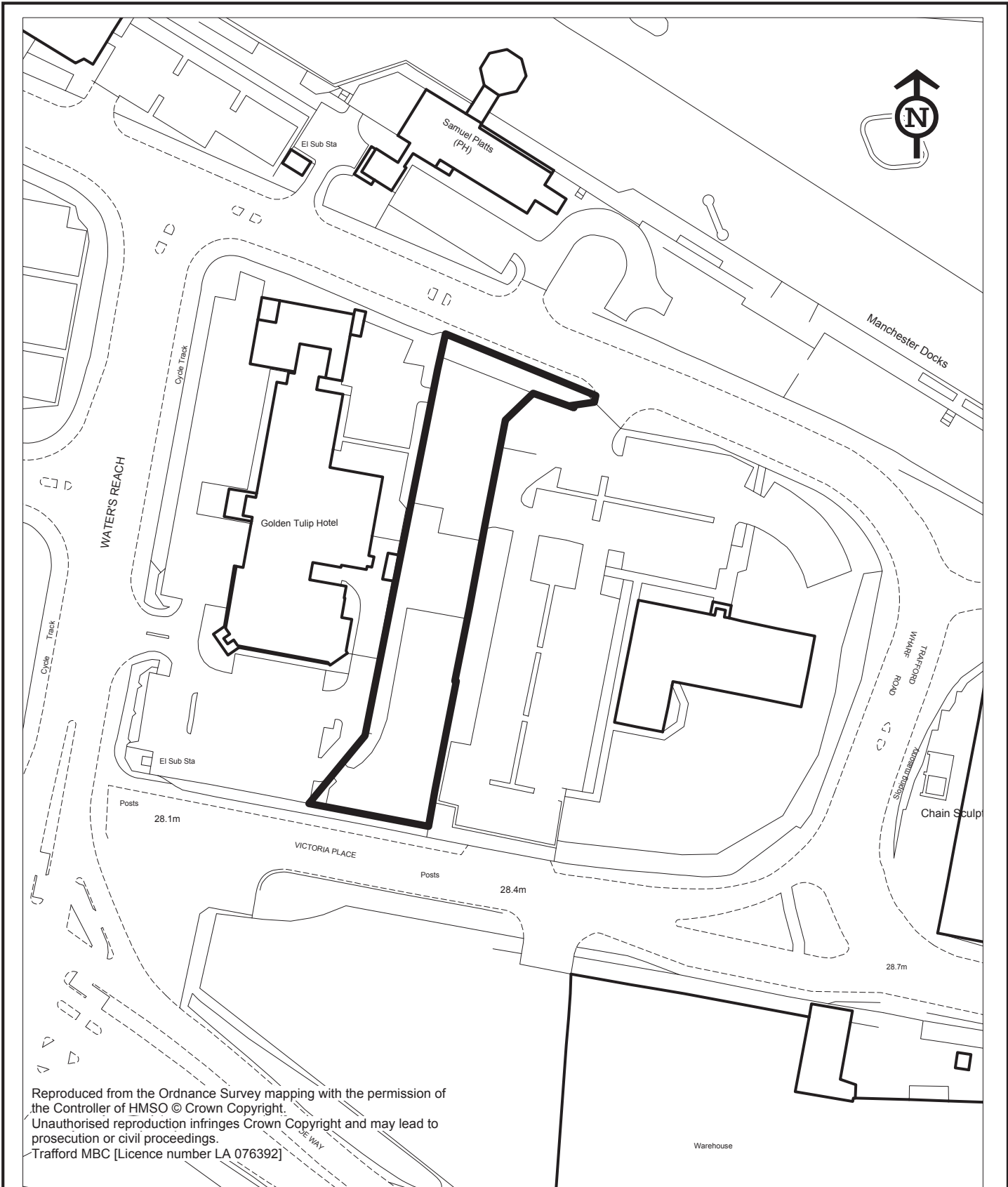


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TRAFFORD
COUNCIL

FRIARS COURT
SIBSON ROAD
SALE

Scale 1/1250	Date 08-03-10	File No.
Drawn		
Area (or thereabouts):		

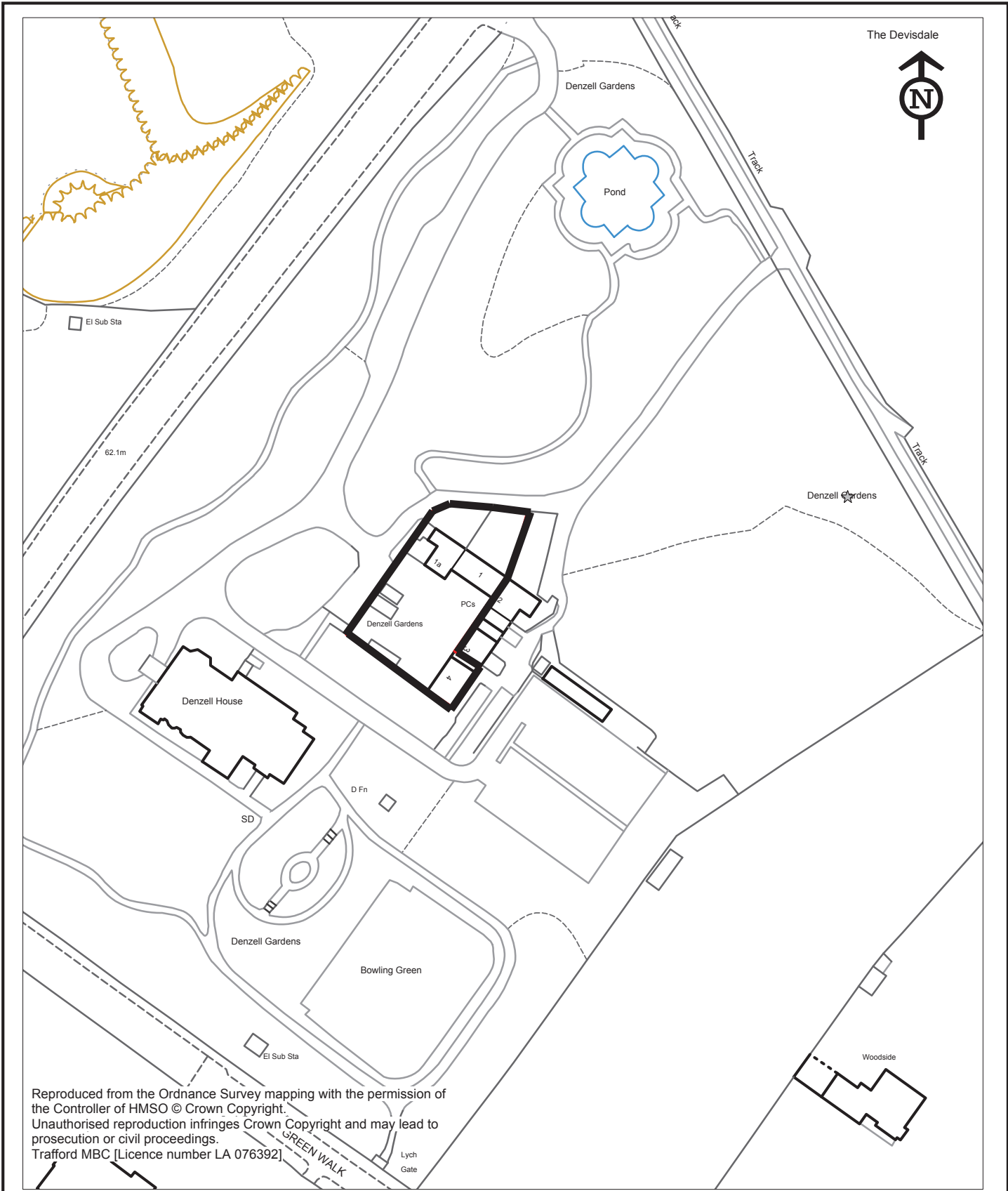


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TRAFFORD
COUNCIL

LAND AT TRAFFORD WHARF ROAD OLD TRAFFORD SUPPORTERS CLUB	Scale 1/1250	Date July 13	File No.
	Drawn KI		
	Area (or thereabouts):		

Properties for disposal in 2014 and beyond	
1	Denzell Cottages, Dunham Rd, Bowdon
2	Stretford Public Hall, Chester Rd, Stretford
3	Higher Road Depot, Urmston
4	Partington Depot, Manchester Rd
5	Woodsend Circle, Flixton
6	Lloyd House, Third Ave, Trafford Park
7	The Gorse, Bowdon
8	Partington Library, Central Rd, Partington
9	Moss View Primary, Moss View Rd, Partington
10	Bowfell House, Brook Rd, Flixton
11	Borough Rd, Altrincham
12	11 Melville Rd, Stretford
13	Cecil Rd, Hale
14	Altrincham Depot, Wharf Rd



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TRAFFORD COUNCIL

DENZELL COTAGES DUNHAM ROAD BOWDON	Scale 1/1250	Date May 11	File No. 711/10D
	Drawn KI		
	Area (or thereabouts):		

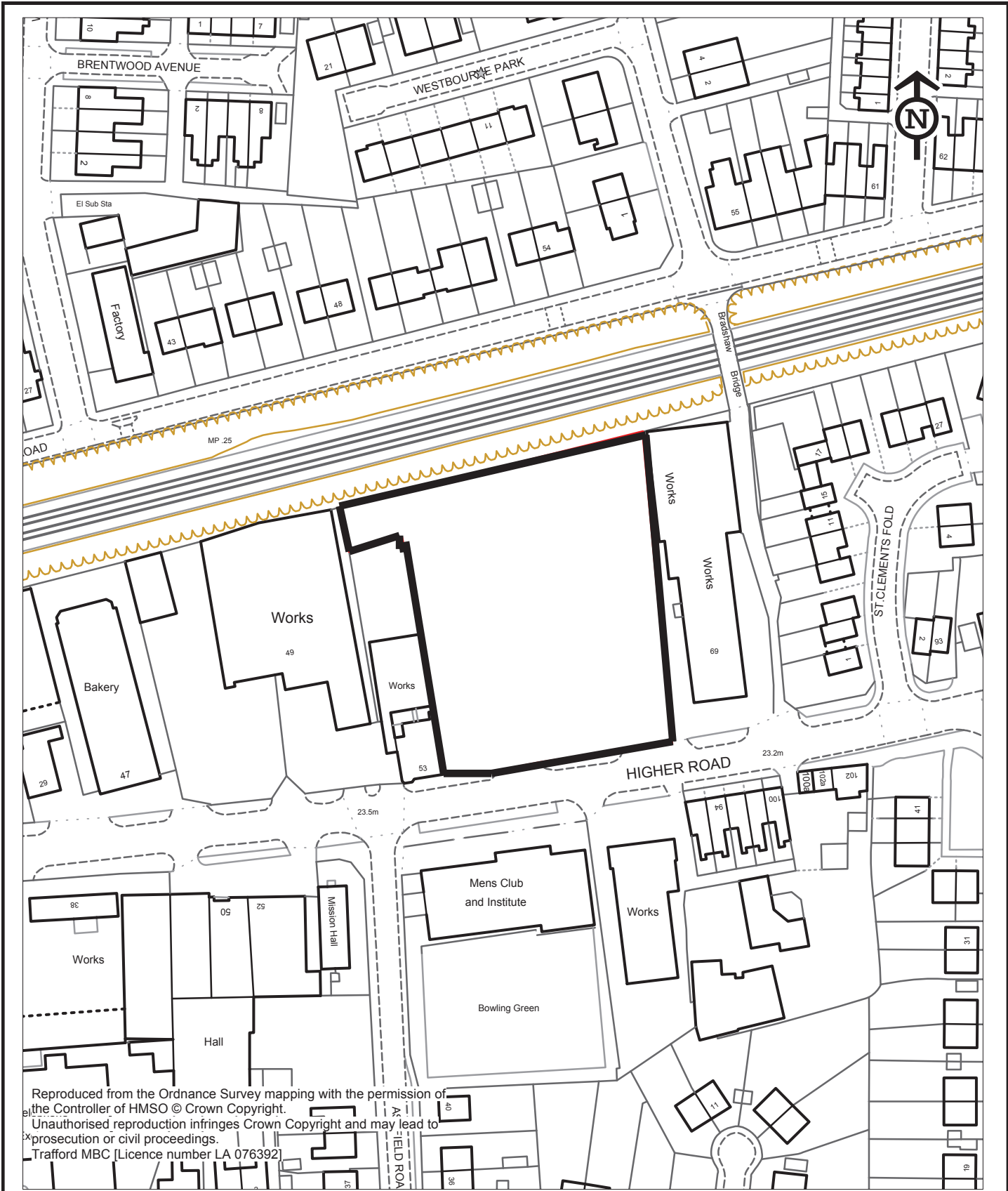


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TRAFFORD
COUNCIL

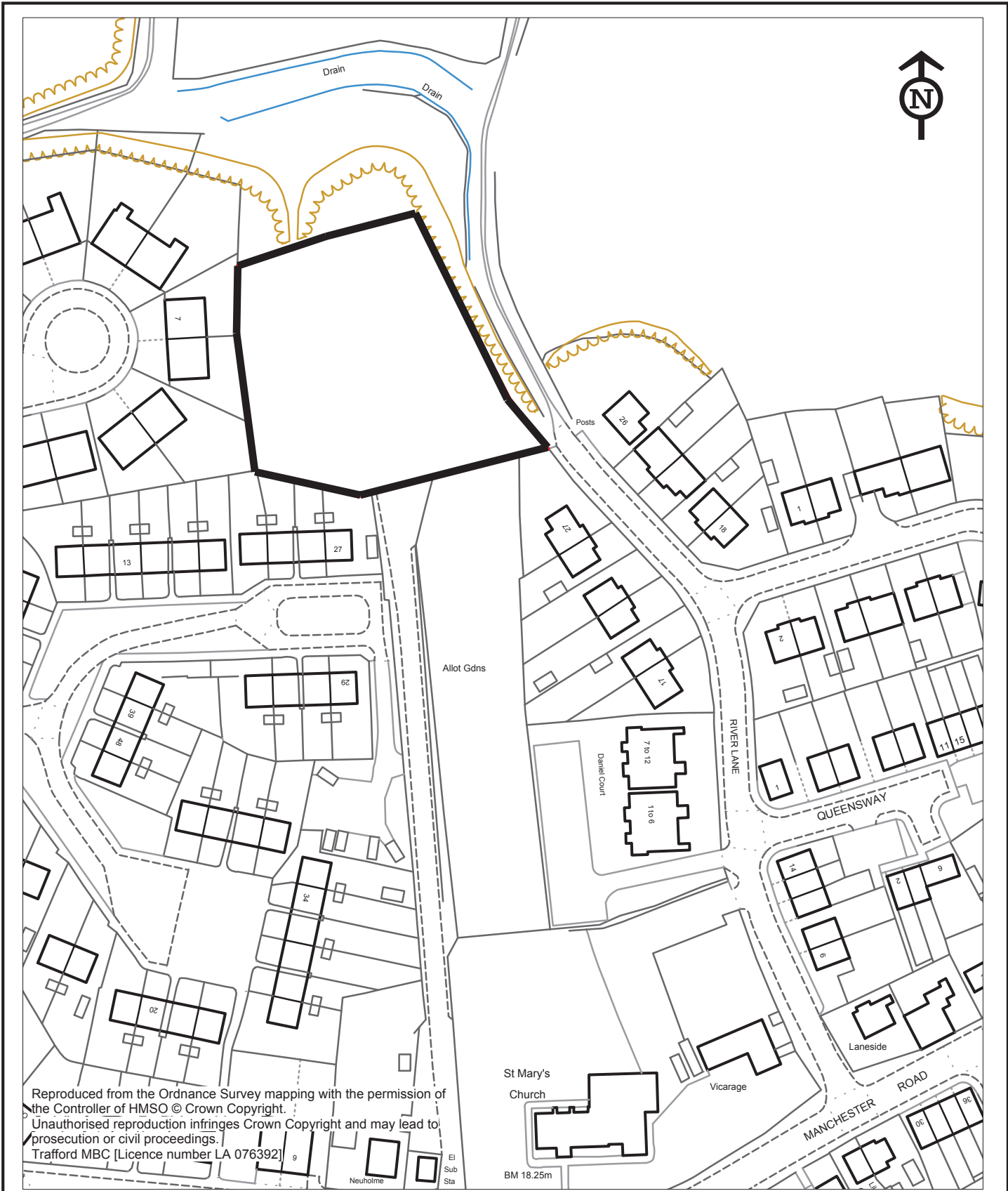
STRETFORD PUBLIC HALL & CAR PARK
CHESTER RD / DORSET ST
STRETFORD

Scale 1/1250	Date Oct 12	File No.
Drawn KI	711/805B	
Area (or thereabouts):		



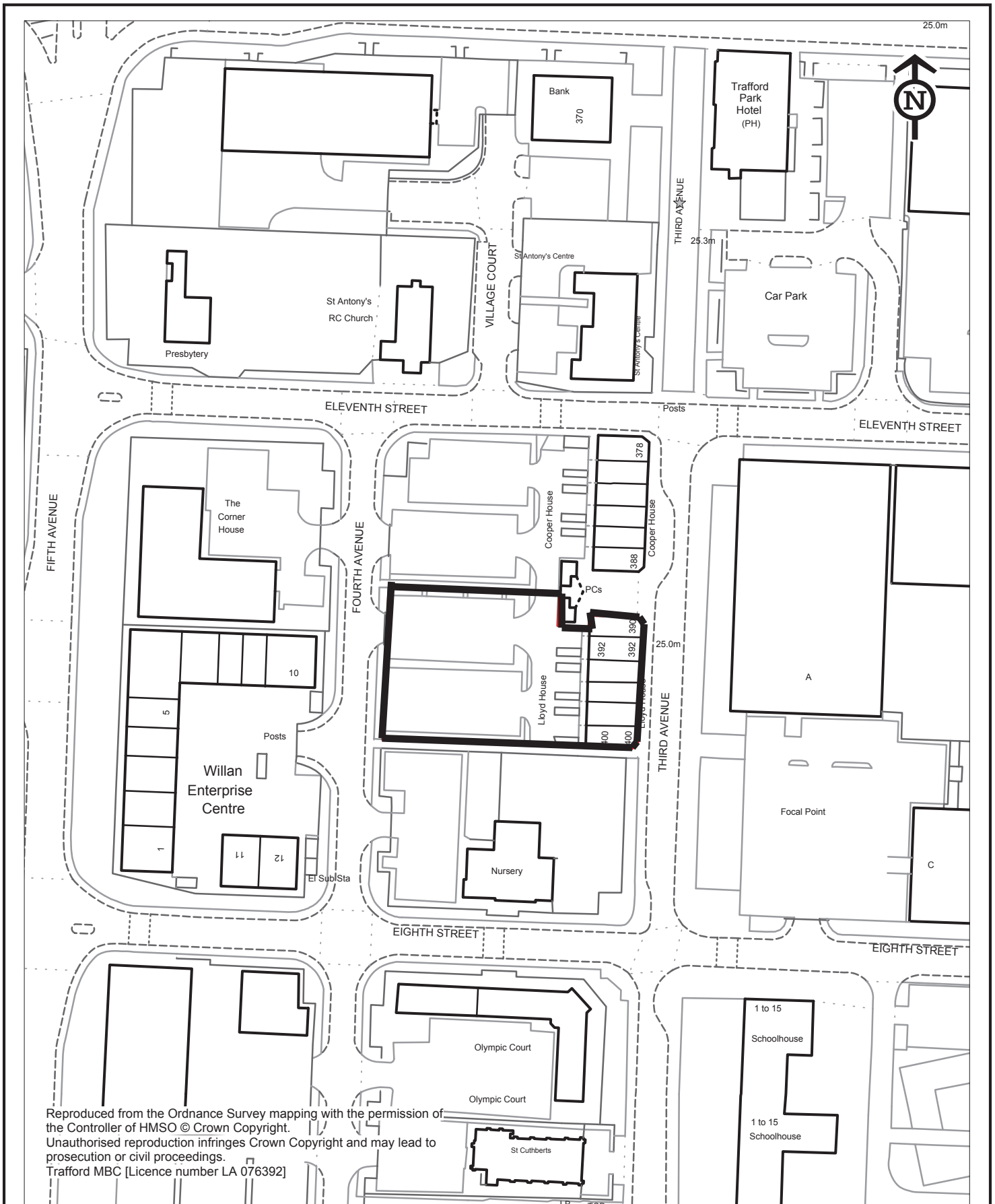
TRAFFORD
COUNCIL

HIGHER ROAD DEPOT URMSTON	Scale	1/1250	Date	April 11	File No. 713/17F
	Drawn	KI			
	Area (or thereabouts):				



TRAFFORD
COUNCIL

FORMER PARTINGTON DEPOT MANCHESTER RD PARTINGTON	Scale 1/1250	Date May 11	File No.
	Drawn KI		
	Area (or thereabouts):		



TRAFFORD COUNCIL

LLOYD HOUSE
THIRD AVENUE
TRAFFORD PARK

Scale 1:1250

Date 30 July 2008

File No.

Drawn

708/990D

Area (or thereabouts):



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TRAFFORD
COUNCIL

LAND AT
THE GORSE
BOWDON

Scale 1:1250

Date 23 February 2009

File No.

Drawn

711/360E

Area (or thereabouts):

3747 SQ MTS

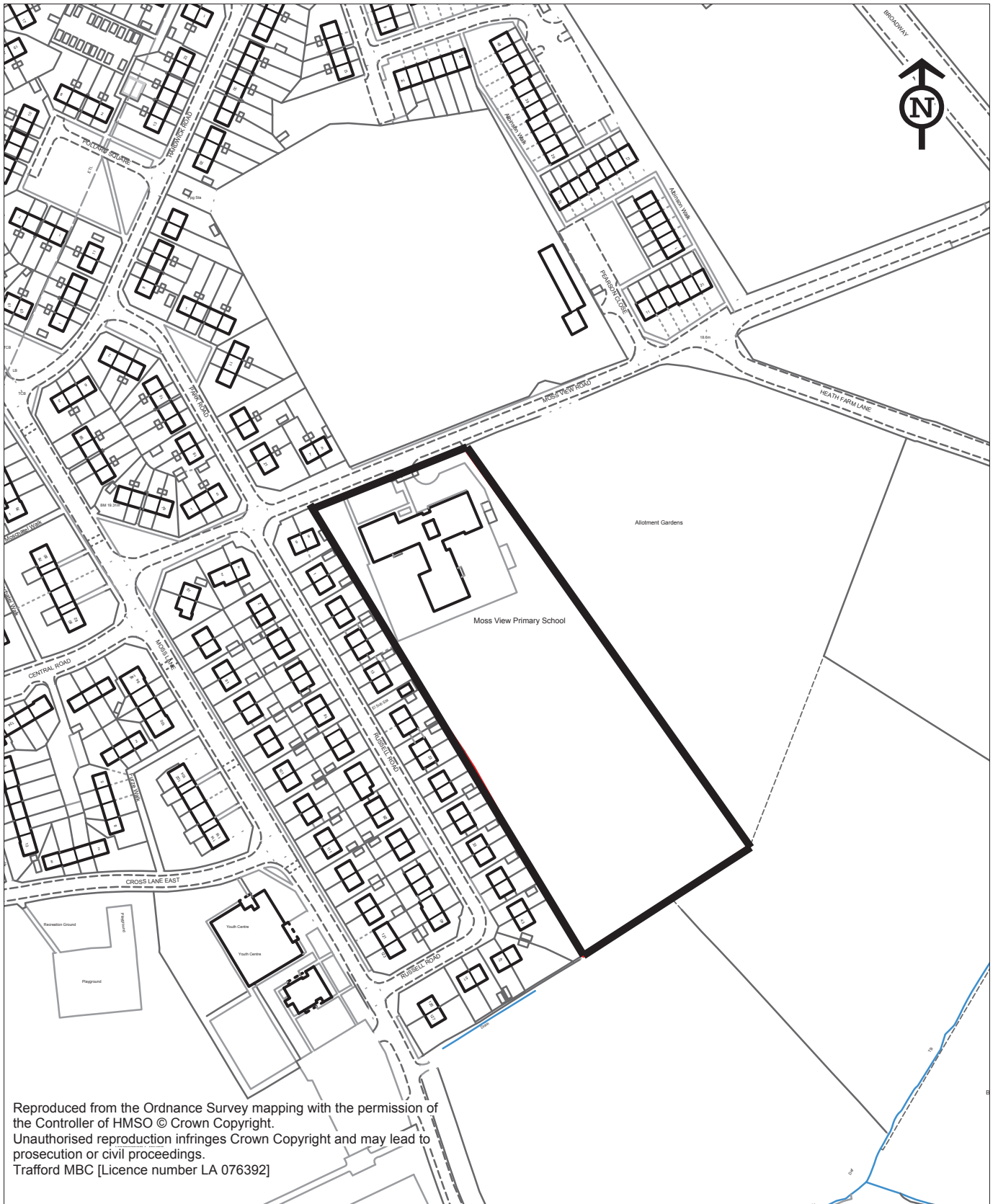


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TRAFFORD COUNCIL

PARTINGTON LIBRARY
CENTRAL ROAD
PARTINGTON

Scale 1/1250	Date May 11	File No.
Drawn KI		
Area (or thereabouts):		



TRAFFORD
COUNCIL

MOSS VIEW PRIMARY SCHOOL
MOSS VIEW ROAD
PARTINGTON

Scale 1:2500	Date 22 May 2009
Drawn	
Area (or thereabouts):	

File No.
711/777A



TRAFFORD
COUNCIL

BOWFELL HOUSE
BROOK ROAD
FLIXTON

Scale 1/1250

Date April 2013

File No.

Drawn KI

711/717B

Area (or thereabouts) 2750 SQ MTS



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TRAFFORD
COUNCIL

15/21 BOROUGH RD ALTRINCHAM	Scale 1/1250	Date June 13	File No.
	Drawn KI	711/821A	
	Area (or thereabouts):		



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TRAFFORD
COUNCIL

11 MELVILLE ROAD
 STRETFORD

Scale	1/1250	Date	June 13	File No. 711/630A
Drawn	KI			
Area (or thereabouts):				



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TRAFFORD
COUNCIL

LAND BETWEEN
72 & 82 CECIL ROAD
HALE

Scale	1/1250	Date	Dec 12	File No.
Drawn	KI			711/811B
Area (or thereabouts):	512 SQ MTS			



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TRAFFORD
COUNCIL

ALTRINCHAM DEPOT WHARF ROAD ALTRINCHAM	Scale 1/1250	Date June 13	File No.
	Drawn KI	711/470B	
	Area (or thereabouts):		

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TRAFFORD COUNCIL

Report to: Executive
Date: 29 July 2013
Report for: Decision
Report of: Executive Member for Transformation & Resources

Report Title

Trafford Council Corporate Governance Code (Updated June 2013)

Summary

This report sets out Trafford Council's proposed updated Corporate Governance Code. The existing Corporate Governance Code is on the Council's website alongside the Annual Governance Statement.

The Council maintains a local code of corporate governance which supports the process for producing its Annual Governance Statement. The Council must produce an Annual Governance Statement in accordance with the Accounts and Audit (England) Regulations 2011.

In accordance with the Regulations, Trafford Council is required to review at least once a year, the effectiveness of its system of internal control. The findings of this review are reported to the Accounts and Audit Committee and are reflected in the Council's Annual Governance Statement. The Statement must accompany the Council's annual statement of accounts.

In preparing the Annual Governance Statement, this must be completed in accordance with "proper practices" which are set out in a framework and guidance provided by the Chartered Institute for Public Finance and Accountancy (CIPFA) and the Society of Local Authority Chief Executives (SOLACE) titled "Delivering Good Governance in Local Government." As part of this framework, councils are expected to maintain a local code of corporate governance which sets out key governance principles the organisation is committed to. The Annual Governance Statement states what arrangements the Council has in place to ensure the effectiveness of its governance framework and how the Council has followed its stated governance principles set out in its Code.

Recommendation(s)

The Executive is asked to approve Trafford Council's updated Corporate Governance Code (which has previously been presented for review to the Corporate Management Team and Accounts and Audit Committee in June 2013).

Once agreed, the updated version will be published on the Council's website alongside the Annual Governance Statement.

Contact person for access to background papers and further information:

Name: Mark Foster
Extension: 1323

Background Papers:

None

Implications:

Relationship to Policy Framework/Corporate Priorities	<i>Supports all corporate priorities ensuring good governance principles are applied across the organisation.</i>
Financial	<i>The Corporate Governance Code is being updated to support the process of producing the Council's Annual Governance Statement, which must accompany the Council's annual accounts as per the Accounts and Audit (England) Regulations 2011.</i>
Legal Implications:	<i>The Corporate Governance Code is being updated to support the process of producing the Council's Annual Governance Statement, required to be produced in accordance with the Accounts and Audit (England) Regulations 2011.</i>
Equality/Diversity Implications	N/A
Sustainability Implications	N/A
Staffing/E-Government/Asset Management Implications	N/A
Risk Management Implications	<i>The Councils' Corporate Governance Code reflects expected standards in place to ensure effective governance and internal control arrangements are in place, including arrangements for the management of risk.</i>
Health & Wellbeing Implications	N/A
Health and Safety Implications	N/A

1. Purpose of the Report

- 1.1 This report sets out the Council's proposed updated Corporate Governance Code. It provides background in respect of requirements to have such a Code and then sets out the revised Code for approval by the Executive.

2. Background

- 2.1 The Council has had a local code of Corporate Governance in place since 2004. The Corporate Governance Code sets out the key systems, policies and procedures that comprise the Authority's governance framework. The Council ensures an annual governance review is undertaken which assesses governance arrangements in place against the principles set out in the Code. The results of this review are reported through the Council's Annual Governance Statement.
- 2.2 It is a statutory requirement for councils to produce an Annual Governance Statement in accordance with the Accounts and Audit (England) Regulations 2011. Councils are required to review at least once a year, the effectiveness of their systems of internal control. The findings of this review are reported within the Annual Governance Statement, which must accompany the annual statement of accounts.
- 2.3 In preparing the Annual Governance Statement, this must be completed in accordance with "proper practices" which are set out in a framework and guidance provided by the Chartered Institute for Public Finance and Accountancy (CIPFA) and the Society of Local Authority Chief Executives (SOLACE) titled "Delivering Good Governance in Local Government." As part of this framework Councils are expected to maintain a **local code of corporate governance** which sets out key governance principles the organisation applies. The Annual Governance Statement states what arrangements the Council has in place to ensure the effectiveness of its governance framework and how the Council has followed its stated governance principles set out in its Corporate Governance Code.

3. The Corporate Governance Code

- 3.1 The Council's existing Corporate Governance Code is accessible on the Council's website and is presented together with the Annual Governance Statement.

http://www.trafford.gov.uk/cme/live/dynamic/DocMan2Document.asp?document_id=A11CE6BB-DC70-4E12-A1F1-651099586309

- 3.2. The content of the Code is based on the framework and guidance provided by CIPFA/SOLACE. The framework focuses on six core principles which are listed in Section 3 of the Code, namely :

- Focusing on the purpose of the authority and on the outcomes for the community and creating and implementing a vision for the local area
- Members and officers working together to achieve a common purpose with clearly defined functions and roles.
- Promoting values for the authority and demonstrating the values of good governance through upholding high standards of conduct and behaviour
- Taking informed and transparent decisions which are subject to effective scrutiny and managing risk
- Developing the capacity and capability of members and officers to be effective
- Engaging with local people and other stakeholders to ensure robust public accountability.

3.3 Supporting the above principles, the CIPFA/SOLACE framework sets out key aspects which should be considered – these are reflected within the detail in the Trafford Council Corporate Governance Code.

4. Review of the Corporate Governance Code

4.1 The Code has been subject to periodic review since it has been introduced with changes agreed by CMT and the Accounts and Audit Committee, the Code last being updated in June 2012. The Code states in Section 5 (see page 11) “The Corporate Management Team will ensure that the Corporate Governance Code is reviewed regularly to reflect ongoing developments and planned improvements to the framework; and authorise any amendments. Significant changes may be referred to the Council’s Executive for approval.” Previous updates have been made to reflect national and local developments and updated guidance.

4.2 There have been no fundamental changes to the main body of the Code i.e. Sections 1 to 6 although some minor amendments have been made to reflect updated guidance. There has, however, been significant additional detail added with the proposed introduction of an additional section (Section 7 starting on page 12 of this report). This proposed updated version of the Code has been reviewed both by the Corporate Management Team and the Accounts and Audit Committee in June 2013.

4.3 Section 7 of the Code provides information in respect of actual key governance arrangements in place to meet the principles set out in the Code. It is expected that the Code will be reviewed and updated annually to ensure this information remains appropriate. In previous years such detail has been reflected in the Council’s Annual Governance Statement. Recent guidance provided by CIPFA/SOLACE indicates that organisations may wish to consider reviewing the content of their Annual Governance Statement. In order to make the Annual Governance Statement more high level, strategic and readable, local authorities are advised that detailed governance arrangements can be reflected in the Authority’s Corporate Governance Code.

- 4.4 In response to the guidance, the Corporate Governance Code has been reviewed and updated to reflect additional detail, some of which was referred to in previous Annual Governance Statements. Alongside this, the content of the 2012/13 Annual Governance Statement has been reviewed to enable more focus on developments, achievements and significant governance issues within the financial year. (The 2012/13 Annual Governance Statement is required to be signed off by the Chief Executive and Leader prior to approval by the Accounts and Audit Committee in September 2013).

5. Other Options

- 5.1 An alternative option could be not to make any significant addition to the existing Code. It is considered that the changes proposed, completed alongside the process for producing the Council's 2012/13 Annual Governance Statement, are undertaken taking account of good practice set out in updated guidance provided by CIPFA/SOLACE in 2012.

6. Consultation

- 6.1 The Audit and Assurance Service has facilitated the update of the Corporate Governance Code in liaison with a number of senior officers across the Council. The Corporate Governance Code has been shared with the Corporate Management Team and the Accounts and Audit Committee at meetings in June 2013.

7. Reasons for Recommendation

- 7.1 In order to ensure the requirements of the Accounts and Audit Regulations 2011 are fulfilled effectively in respect of the Authority publishing an Annual Governance Statement, as part of proper practices supporting that process, the Authority should maintain a Corporate Governance Code. As part of Trafford Council's Governance Code, it is stated that the Code is subject to regular review and where there are significant changes, this is approved by the Executive. Given the introduction of a new section to the Code (Section 7) it is considered appropriate for the Executive to review the updated version.

8. Conclusion

8.1 The Executive is asked to review and approve the updated Corporate Governance Code at its meeting on 29 July 2013. In subsequent years, the Corporate Management Team and Accounts and Audit Committee will continue to review the Code with any further significant changes referred to the Executive.

Finance Officer Clearance *(type in initials).....ID.....*

Legal Officer Clearance *(type in initials).....JL.....*

[CORPORATE] DIRECTOR'S SIGNATURE *(electronic)*



.....
To confirm that the Financial and Legal Implications have been considered and the Executive Member has cleared the report.



TRAFFORD
COUNCIL

CORPORATE GOVERNANCE CODE

June 2013

Trafford Council Corporate Governance Code

1. What do we mean by governance?

Governance is about how local government bodies ensure that they are doing the right things, in the right way, for the right people, in a timely, inclusive, open, honest and accountable manner.

It comprises the systems and processes, and cultures and values, by which local government bodies are directed and controlled and through which they account to, engage with, and where appropriate, lead their communities.

2. Trafford's commitment

Trafford Council, as a public organisation, is committed to ensuring the highest possible standards of governance in order to fulfil its responsibilities:

1. To engage in effective partnerships and provide leadership for and with the community.
2. To ensure the delivery of high quality local services whether directly or in partnership or by commissioning.
3. To perform a stewardship role which protects the interests of local people and makes the best use of resources
4. To develop citizenship and local democracy.

Openness, inclusion, integrity and accountability are fundamental principles by which the Council operates.

3. The Governance Framework

In order to ensure the fulfilment of its commitment the Council operates a governance framework which provides a structure to support the Council's approach to governance.

Trafford Council has based its governance framework on the guidance produced in the publication 'Delivering Good Governance in Local Government' produced by the Chartered Institute of Public Finance & Accountancy (CIPFA) and the Society of Local Authority Chief Executives & Senior Managers (SOLACE). In addition, further related guidance documents issued by CIPFA such as "the Role of the Chief Financial Officer" and the "Role of the Head of Internal Audit" are also applied.

The CIPFA / SOLACE framework sets out 6 core principles for good governance.

- Focusing on the purpose of the authority and on the outcomes for the community and creating and implementing a vision for the local area
- Members and officers working together to achieve a common purpose with clearly defined functions and roles.

- Promoting values for the authority and demonstrating the values of good governance through upholding high standards of conduct and behaviour
- Taking informed and transparent decisions which are subject to effective scrutiny and managing risk
- Developing the capacity and capability of members and officers to be effective
- Engaging with local people and other stakeholders to ensure robust public accountability.

Section 7 of the Code sets out in detail how the Authority is committed to meet the requirements of this framework.

4. How we will ensure that we deliver on these principles of good governance

Maintain a local code of corporate governance

In accordance with best practice requirements Trafford Council maintains a local code of corporate governance which sets out the key systems, policies and procedures that comprise the Authority's governance framework. This document will be reviewed and updated regularly as required, and approved by the Corporate Management Team and Accounts and Audit Committee, to reflect any changes in governance arrangements.

Undertake an annual review of governance arrangements

The Audit and Assurance Service is responsible for undertaking an annual review to evaluate the position against the commitments set out in the Council's Corporate Governance Code, the effectiveness of governance arrangements and to ensure continuing compliance with best practice.

Where appropriate, action plans will be produced to ensure any significant weaknesses identified are addressed and there is continuous improvement in the system of corporate governance.

Findings and recommendations from this exercise will be reported via the Corporate Management Team. This will be used to inform the production of the Annual Governance Statement, with significant issues reported publicly through this process.

Report publicly on compliance with governance arrangements in the Annual Governance Statement

The Authority will produce an Annual Governance Statement (AGS) in accordance with the Accounts and Audit Regulations 2011. This will be published and will accompany the Council's Annual Statement of Accounts. It will state what arrangements the Council has in place to ensure the effectiveness of its governance framework and how the Council has followed its stated governance

principles. It will also highlight any areas the Council considers to require significant improvement; and outline the actions planned to address them.

The Accounts and Audit Committee (through an appointed working group) will review the robustness of the AGS. The Chief Executive and the Leader are required to sign off the AGS.

5. Responsibilities

Every Council officer and member has a responsibility to ensure their personal conduct and the organisation's governance arrangements are always of the highest standard possible.

Senior managers have a responsibility for reviewing governance standards in their areas of responsibility and for identifying and implementing any necessary improvement actions. Improvement actions should be reflected in the appropriate business plans.

The Chief Executive and Leader will ensure that an annual review is completed of corporate governance arrangements and give assurances on their adequacy in the published Annual Governance Statement, accompanying the Statement of Accounts.

The Corporate Management Team will ensure that the Corporate Governance Code is reviewed regularly to reflect ongoing developments and planned improvements to the framework; and authorise any amendments. Significant changes will be referred to the Council's Executive for approval.

6. Communication

The Corporate Governance Code and Annual Governance Statement will be reported publicly with a copy available on the Authority's website.

7. Trafford Council's Governance Framework

Principle 1 Focusing on the purpose of the authority and on the outcomes for the community and creating and implementing a vision for the local area	
Supporting Principle	How the Council meets the requirements
<p><i>1.1 Exercising strategic leadership by developing and clearly communicating the authority's purpose and vision and its intended outcome for citizens and service users</i></p>	<p>The Council as the lead partner in the Trafford Partnership has supported the development of the long term vision for Trafford as set out in the Sustainable Community Strategy "Vision 2021: a blueprint". This document describes the key objectives which underpin the work of the partnership.</p> <p>The Council reviews its priorities and implications for its governance arrangements on a regular basis. In response to the Localism Agenda the Council has updated its Vision 2015 aligning it to the changing way services will be delivered in localities and through partnership working. The Council's corporate priorities are reviewed annually and incorporated within the Annual Delivery Plan.</p> <p>The Council publishes details of its strategy, financial position and performance on its website trafford.gov.uk. Information in relation to partnership activity and performance is reported through the Trafford Partnership website traffordpartnership.org.uk</p>

1.2 Ensuring that users receive a high quality of service whether directly, in partnership, or by commissioning

The Authority has put arrangements in place to measure and review the quality of service for users including mechanisms to identify and deal with failure in service delivery. Robust management information is available to enable monitoring of service quality effectively and regularly.

The Council operates a robust and effective **Performance Management Framework**. The **Annual Delivery Plan** sets out the key deliverables for the coming year supported by individual Directorate and Service business plans, which connect service objectives and associated actions to the community vision and corporate priorities.

The **Corporate Management Team** and **Executive** receive regular monitoring and exception reports on the achievement of corporate objectives. In addition, a monthly performance report is issued to Corporate Directors and Executive Portfolio holders containing performance data specific to their remit

The **Transformation, Performance & Resources Group** is responsible for driving the Transformation Programme, and to ensure successful realisation of all savings, the performance of the programme is monitored by the **Transformation Board** on a monthly basis; this board also receives regular monitoring and exception reports relating to the achievement of project deliverables and benefits.

The Council has a strategic approach to Customer Service, to be monitored through the **Customer Strategic Delivery Group**. The Council has an approved **Corporate Complaints Policy** and guidance.

The Council's **Contract Procedure Rules** set out the agreed protocols for procurement and tendering for contracts including post contract arrangements.

1.3 Ensuring that the authority makes best use of resources and that tax payers and service users receive excellent value for money.

Low Council Tax and Value For Money is one of the Council's Corporate priorities. Trafford was one of the first councils to introduce a **Medium Term Financial Plan** and Strategy, highlighted by CIPFA as good practice. The Authority consults annually on its budget proposals and these are subject to scrutiny review.

The council has implemented a **Transformation Programme** which is supporting the organisation to review and re-design existing functions and services areas to improve service delivery, achieve savings and establish the infrastructure required to manage the future financial challenges. The Council hosts the **AGMA Procurement Hub** and has a defined **Procurement Strategy**.

The authority has robust **Budgetary Control Procedures** in place. **Revenue Budget Monitoring** reports are reported to the Corporate Management Team and the Executive on a monthly basis to enable monitoring of income and expenditure levels, to ensure that commitments are within available resource levels and corrective action is taken when necessary.

The Council's financial framework keeps its commitments in balance with available resources. There are arrangements in place to ensure compliance with **CIPFA's Prudential Code for Capital Finance in Local Authorities** and **CIPFA's Treasury Management Code**. The Council has a clearly defined **Capital Programme** and **Treasury Management Strategy**. The capital budget is monitored and reported to the CMT and Executive each quarter.

Principle 2 Members and officers working together to achieve a common purpose with clearly defined functions and roles.	
Supporting Principle	How the Council meets the requirements
<i>2.1 Ensuring effective leadership throughout the authority and being clear about the executive and non executive functions and the roles and responsibilities of the scrutiny function.</i>	<p>The Council has adopted a Constitution which provides a clear statement of how it operates, defining the respective roles and responsibilities of the Executive and non Executive members.</p> <p>Article 15 of this document sets out the protocols and the role of the Monitoring Officer to monitor and review the operation of the constitution. The Council reviews elements of the Constitution each year at its annual meeting.</p>
<i>2.2 Ensuring a constructive working relationship exists between elected members and officers and that the responsibilities of authority members and officers are carried out to a high standard.</i>	<p>Part 3 of the Constitution sets out responsibility for carrying out the Council's functions, at committee level and delegation to individual executive members. Part 4 sets out the Scheme of Delegation to Officers. The sections on delegated authority are reviewed and approved annually.</p> <p>The Council has appointed a Chief Executive responsible and accountable to the Authority for all aspects of operational management. The functions of the Head of Paid Service, Monitoring Officer and Chief Financial Officer are set out in Article 12 of the Constitution. .</p> <p>The Council has designated the Director of Finance as Chief Finance Officer in accordance with Section 151 of the Local Government Act 1972. Periodic assessment is undertaken to ensure compliance with the governance standards as set out in the CIPFA Statement on the Role of the Chief Financial Officer in Local Government (2010).</p> <p>The Council's Director of Legal & Democratic Services is designated as "Monitoring Officer". It is the function of the Monitoring Officer to oversee and monitor compliance with legislation and the Council's established policies and procedures.</p>

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2.3 Ensuring relationships between the authority and its partners and the public are clear so that each know what to expect of each other

The Authority has adopted **Member Officer Relations Protocols** which provide guidance to help build good working relations between members and officers.

The **Officer Employment Procedure Rules** set out the terms and conditions for remuneration of employees. A **Pay Policy Statement** has been published which provides transparency regarding the Council's approach to setting pay for its employees.

The Council has agreed a **Members Allowance Scheme** setting out the level of financial allowance that members may receive.

When working in partnership, members are clear about their roles and responsibilities individually and collectively in relation to the partnership and the authority. The Council Leader is the Chair of the **Trafford Partnership Executive** which has defined Terms of Reference in place. A framework for **Accountability, Governance and Performance Management** has been adopted by the Partnership.

In accordance with the requirements of the Health & Social Care Act 2012, a **Health & Wellbeing Board** has been established. Supporting this, the Council has in place a number of strategic partnership arrangements governed through **Section 75 Partnership Agreements**.

Principle 3 Promoting values for the authority and demonstrating the values of good governance through upholding high standards of conduct and behaviour	
Supporting Principle	How the Council meets the requirements
<p><i>3.1 Ensuring authority members and officers exercise leadership by behaving in ways that exemplify high standards of conduct and effective governance</i></p>	<p>In accordance with requirements of the Localism Act 2011, the Council has reviewed and adopted its Members Code of Conduct incorporating procedures for notification of disclosable pecuniary interests and hearing procedures. Protocols set out the arrangements for dealing with complaints about the code of conduct for members.</p> <p>All staff are required to abide by an Employee Code of Conduct. It is a requirement for all new employees to read and sign up to this as part of the staff induction procedure. Responsibility for the regulation of employee conduct is set out in the Council's Disciplinary Policy. A range of Human Resource policies in place are designed to help ensure the proper conduct of staff and to ensure the workforce is appropriately skilled to deliver the Council's aims and objectives.</p> <p>Arrangements are in place to ensure that members and employees of the Authority are not influenced by prejudice, bias or conflicts of interest in dealing with different stakeholders and put in place appropriate arrangements to ensure they continue to operate in practice.</p> <p>The authority has an Anti Fraud & Corruption Strategy and procedures for the reporting of suspected fraudulent activities.</p> <p>To ensure compliance with Data Protection and Freedom of Information legislation, the Council has adopted a policy, procedures and a dedicated Corporate Information Officer to provide support and guidance to employees.</p> <p>Users of the Trafford ICT network are required to sign up to the authority's Acceptable Use Policy to confirm acceptance of agreed responsibilities and standards to prevent misuse of equipment or networks.</p>

3.2 Ensuring that organisational values are put into practice and are effective.

The Council has adopted a set of **Corporate Values** embedded within its policies, procedures and strategies. The Council's competency framework outlines the organisation's values and the behaviours expected of employees when fulfilling their roles.

The organisation's shared values act as a guide for decision making and as a basis for developing positive and trusting relationships within the Authority.

The Authority has implemented arrangements to ensure that systems and processes are designed in conformity with appropriate ethical standards, and for monitoring their continuing effectiveness in practice.

The Council has adopted a "**Local Code of Corporate Governance**" in accordance with the CIPFA/SOLACE framework for Corporate Governance. The Council undertakes an annual review of the Code of Corporate Governance and associated arrangements.

The **Standards Committee**, with an independent Chairman, has within its role, the promotion and maintenance of high standards of conduct of members and the responsibility to oversee the effective operation of **the Code of Conduct for Members**.

The financial management of the Council is conducted in accordance with the **Financial Procedure Rules** and **Contract Procedure Rules** incorporated within Part 4 of the Constitution.

Systems and processes for financial administration, financial control and protection of the Authority's resources and assets are designed in conformity with appropriate ethical standards and monitor their continuing effectiveness in practice.

Principle 4 Taking informed and transparent decisions which are subject to effective scrutiny and managing risk	
Supporting Principle	How the Council meets the requirements
<i>4.1 Being rigorous and transparent about how decisions are taken and acting on the outcome of constructive scrutiny.</i>	<p>The Council has developed detailed procedures for political decision making. There are clear processes for recording and monitoring executive decisions in order to ensure compliance with legislation, internal policies and procedures, and that expenditure is lawful. The Executive has to make decisions in line with the Council’ overall policies and budget. Any decisions to be made outside this framework must be referred to full Council.</p> <p>The Scrutiny Committees provide the scrutiny of decisions made, policy development and implementation and can “call in” decisions made by the Executive, or on their behalf with delegated authority, to challenge whether the decision has been made appropriately and ask the Executive to reconsider it if necessary.</p> <p>The Council has an Internal Audit function which is required to operate to the standards set out in the CIPFA “Code of Practice for Internal Audit in Local Government” (these being replaced by the Public Sector Internal Audit Standards from 2013/14). The Internal Audit function is responsible for monitoring the quality and effectiveness of systems of internal control.</p> <p>The Council has an Accounts and Audit Committee whose terms of reference require it to monitor and evaluate the Council’s corporate governance and internal control arrangements. The Committee operates in accordance with CIPFA guidance for Audit Committees.</p>

4.2 Having good quality information, advice and support to ensure that services are delivered effectively and are what the community wants / needs

Part 4 of the Constitution sets out the **Access to Information Procedure Rules** including the rights to attend meetings and access summons, agenda and reports. Where major ‘key’ decisions are to be discussed or made, these are set out in a notice published at least 28 days before a decision is made.

Those making decisions, whether for the Authority or in partnership, are provided with information that is fit for purpose –clear, timely, relevant, accurate and complete and gives clear explanations of issues and implications on both a financial and non financial basis.

The Authority seeks timely professional advice on matters that have legal or financial implications, which is recorded in advance of decision making and used appropriately.

4.3 Ensuring that an effective risk management system is in place

Risk management is embedded into the culture of the organisation. The Council has a **Risk Management Policy Statement, Strategy and protocol** for monitoring and reporting risk. These explain the methodology which provides a comprehensive framework for the management of risk throughout the Council.

The **Council’s Strategic Risk Register** sets out the key risks the Council is likely to face in achieving its high level corporate objectives. In accordance with the Council’s Risk Management Policy Statement, the Corporate Management Team (CMT) provides regular quarterly updates on the strategic risk environment and in particular performance in managing the specific risks.

The Council has adopted a **Confidential Reporting Code** and supporting guidance. which sets out the whistle blowing protocols for reporting, responding to and monitoring of issues of concern.

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4.4 Using their legal powers to the full benefit of the citizens and communities in their area

The **Constitution** sets out how the Council will operate to deliver services and perform its functions within the wider legal framework. Part 3 sets out Responsibility for Functions at committee and executive portfolio level. It also sets out the proper officer arrangements for delivering specific legislative requirements.

The Authority actively recognises the limits of lawful activity placed on it but also strives to utilise powers to the full benefit of communities. It recognises the limits of lawful action and observes both the specific requirements of legislation and the general responsibilities placed on authorities by public law.

The **Monitoring Officer** will, after consulting with the Head of Paid Service and the Chief Finance Officer, report to the full Council or to the Executive, in relation to an Executive function, if she considers that any proposal, decision or omission would give rise to unlawfulness or has given rise to maladministration. Such a report will have the effect of stopping the proposal or decision being implemented until the report has been considered

The Director of Finance, as the **Council's Chief Finance Officer**, has responsibility for the legality of the Council's financial transactions.

Directors and Heads of Service are responsible for ensuring that they establish and maintain effective standards of governance, complying with legislation, the Council's Constitution, Standing Orders and Financial Procedure Rules.

Principle 5
Developing the capacity and capability of members and officers to be effective

Supporting Principle

How the Council meets the requirements

5.1 Making sure that members and officers have the skills, knowledge, experience and resources they need to perform well in their role.

The Authority provides induction programmes tailored to individual needs and opportunities for members and officers to update their knowledge on a regular basis.

Member Induction Training is undertaken each year. Member training needs are regularly reviewed and a **Training & Development Plan for Members** is in place. The Council has committed to the re-assessment of the **North West Level 1 Charter for Elected Member Development**.

All new employees are required to complete a **Corporate Induction Module**. The Council has developed Directorate and cross-council **Training & Development Plans** supported by a suite of e-learning solutions available to meet the organisational skills development needs.

The Authority puts arrangements in place to ensure that statutory officers have the skills, resources and support necessary to perform effectively in their roles and that these roles are properly understood throughout the organisation.

The ongoing **Transformation Programme** is also taking into account consideration of training and development needs across the Council and individual service areas for change management and adopts a skills transfer approach to support colleagues to develop project management and business analysis skills.

<p>5.2 <i>Developing the capability of people with governance responsibilities and evaluating their performance as individuals and as a group</i></p>	<p>The Authority assesses the skills required by members and officers and makes the commitment to develop these skills to enable roles to be carried out effectively. Skills are developed on a continuing basis to improve performance, including the ability to scrutinise and challenge and to recognise when outside expert advice is needed.</p> <p>There is a behavioural based competency framework and staff appraisal process in place which supports the cascade of corporate objectives and values through to individual employee targets. All staff are required to complete a Personal Development Review annually.</p> <p>Members are requested to complete a Personal Development Review which is used to inform the development of their training plan.</p> <p>The Council has taken a strategic approach to Absence Management. Ongoing performance is monitored as part of the Authority's Annual Delivery Plan.</p>
<p>5.3 <i>Encouraging new talent for membership of the authority so that best use can be made of the individuals skills and resources in balancing continuity and renewal</i></p>	<p>The Council has a Leadership Development Programme aimed at developing and nurturing leadership talent within the organisation.</p> <p>The Council operates an Internal Apprenticeship Scheme providing training and mentoring opportunities for Trafford residents.</p> <p>There are effective arrangements in place designed to encourage individuals from all sections of the community to engage with, contribute to and participate in the work of the Authority including recruitment of a number of Community Ambassadors with a role in identifying and prioritising local needs and representing residents on Locality Boards.</p>

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Principle 6	
Engaging with local people and other stakeholders to ensure robust public accountability	
Supporting Principle	How the Council meets the requirements
<i>6.1 Exercising leadership through a robust scrutiny function which effectively engages local people and local institutional stakeholders, including partnerships and developing constructive accountability relationships</i>	<p>The Constitution sets out how the Council operates, how decisions are made and the procedures which are followed to ensure that these are efficient, transparent and accountable to local people. The public have a number of rights in their dealings with the Council. These are set out in more detail in Article 3.</p> <p>The Council has implemented detailed guidance and procedures for staff to ensure that an Equality Impact Assessment is undertaken in relation to all proposed changes in policy, strategy, functions and internal structures.</p> <p>Scrutiny Function – See supporting principle 4.1</p>
<i>6.2 Taking an active and planned approach to dialogue with and accountability to the public to ensure effective and appropriate service delivery whether directly by the authority, in partnership or by commissioning.</i>	<p>The Authority as a whole is open and accessible to the community, service users and its staff and has made a commitment to openness and transparency in all its dealings, subject only to those specific circumstances where it is proper and appropriate to do so.</p> <p>Council decisions are based on public consultation including annual review of the budget proposals. Meetings where key decisions are made and scrutinised are open to the public except where exempt information is disclosed.</p> <p>There are clear channels of communication in place with all sections of the community and other stakeholders e.g. : through the Council website, social media channels and publications distributed to each household in the borough. The Council has a corporate Communications, Publications and Marketing function in place to oversee internal and external communication and ensure these arrangements are operating effectively.</p> <p>The Council’s Neighbourhood Forums provide a public forum to discuss local issues and understand how the Council is working to tackle them.</p> <p>The Council is the lead organisation of the Trafford Partnership, which provides a key role engaging with residents and the community to ensure that priorities and actions at strategic level reflect the needs of local people. . The structure of the partnership is designed to enable</p>

	<p>effective engagement with residents and the community The 3rd Sector Strategy 2011-14 sets out how the Council and its partners support the sector through capacity building and funding support.</p> <p>The Council is compliant with the Freedom of Information Act 2000 requirements and has a Publication Scheme in place. In accordance with the government's Open Data requirements details of all invoice payments to suppliers, senior officer salaries and details of members' expense claims are published online.</p> <p>The InfoTrafford website provides free public access to view statistical data about the borough with the aim to provide a tool for community empowerment, decision making and policy development.</p>
<p><i>6.3 Making best use of human resources by taking an active and planned approach to meet responsibilities to staff.</i></p>	<p>The Council has in place Joint Consultative Committee arrangements to establish a regular method of consultation between the Council and the Trade Unions enabling input into human resource issues including proposed organisational and policy changes.</p> <p>The Council operates an Employment Committee responsible for determining collective and corporate terms and conditions of employment and approving any changes in human resources policies.</p> <p>The Authority has produced a toolkit for employees and managers in Managing Organisational Change, which provides guidance for restructuring and review in accordance with statutory requirements and current best practice.</p> <p>There are a range of consultation mechanism in place for Council employees including an online forum, network events, focus group and surveys.</p>

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TRAFFORD COUNCIL

Report to: Executive
Date: 29.7.13
Report for: Information Only
Report of: Executive Member for Economic Growth & Prosperity

Report Title

Economic Growth and Prosperity Directorate Achievements

Summary

The attached report sets out examples of projects delivered, work in progress and outcomes for the work led by Economic Growth and Prosperity

Recommendation(s)

That Executive notes the content of the attached information report.

Contact person for access to background papers and further information:

Name: Helen Jones
Extension: 1915

Background Papers: None

1.0 Background

- 1.1 The attached report summarises some key projects that have been delivered or are being worked on across the services within Economic Growth and Prosperity.
- 1.2 The Directorate now has a joined-up approach to ensure that projects and services are delivered efficiently and that there is a focus on growth, jobs and homes. The Directorate is committed to delivery of efficient, customer-focused services that give a clear message that Trafford is “open for business”.
- 1.3 An over-arching objective for the Directorate is “A new approach to Housing Delivery and asset disposal”. The teams will be working on this over the coming months to ensure that Housing Growth across all sectors is delivered and that the maximum benefits for Trafford and its residents are secured.

Key Decision (as defined in the Constitution): No.

ECONOMIC GROWTH & PROSPERITY DIRECTORATE

Introduction

The EGP Directorate is different from other directorates in that it does not provide direct public-facing services, but its outputs can have significant impacts on job opportunities, prosperity and quality of life for residents in the borough. It is a 'hidden' resource in that its work is not obvious on a daily basis and much of its success takes time to come to fruition. This report seeks to provide a flavour of what EGP does through looking at examples of projects delivered, work in progress and aspirational outcomes within its areas of operation. Those examples are taken from looking back over the last 12 months and looking forward into the future.

Strategic Development Sites

<ul style="list-style-type: none"> Old Trafford Masterplan : Providing much of the land for nine development and regeneration projects which, in conjunction with Trafford Housing Trust and others, will tackle social, economic and environmental issues in Old Trafford over next ten or so years. This will re-draw the skyline of Old Trafford and the Land Pooling Agreement will maximise land use to the benefit of both Council and the projects themselves. 	<p style="text-align: center;">Work in Progress</p> <ul style="list-style-type: none"> - First project in build. - Land pooling agreement by summer 2013.
<ul style="list-style-type: none"> Stretford Masterplan : Providing a comprehensive vision for the town centre, incorporating many lessons learnt from regeneration in Altrincham. The plan examines surrounding area and buildings for future development, and the key actions required to deliver the change. The plan is ready for public consultation. 	<p style="text-align: center;">Delivered</p> <ul style="list-style-type: none"> - Plan now ready for public consultation
<ul style="list-style-type: none"> Carrington : Working closely with landowners Shell and National Grid, through stakeholder events, to create relationships with companies likely to be involved in the residential and commercial development of the sites. 	<p style="text-align: center;">Work in Progress</p> <ul style="list-style-type: none"> - Likely to be a 20-30 year project.

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Strategic Planning

<ul style="list-style-type: none"> Trafford Park Growth Strategy : Capitalising on the City Deal in providing a detailed plan for realising an additional 10,000 new jobs through improving the marketing of the potential of the Park and encouraging the take up of empty units. Includes commercial and residential linkages to adjoining areas of The Trafford Centre, Pomona, MUFC and MediaCity, as well as synergy with The Quays and Manchester City Centre. 	<p style="text-align: center;">Delivered</p> <ul style="list-style-type: none"> - Plan adopted by Trafford Park Board prior to initiating delivery. - Now designated as a Business Neighbourhood Area.
<ul style="list-style-type: none"> Community Infrastructure Levy : Introduction of this Levy will allow funds to be raised from new building projects, to provide funding for a wide range of infrastructure projects that support growth and which will benefit local communities. It will provide greater certainty for developers when assessing viability. 	<p style="text-align: center;">Work in Progress</p> <ul style="list-style-type: none"> - Have consulted on Preliminary and Draft Charging Schedules.
<ul style="list-style-type: none"> Delivery of New Homes : facilitated and supported the delivery of over 280 new homes, including 70 affordable homes, in the borough during 2012-13. This has resulted in securing £ 1.35 million of New Homes Bonus to the Authority during 2012-13. 	<p style="text-align: center;">Delivered</p>

Business Support / Inward Investment

<ul style="list-style-type: none"> • ‘Trafford - First for Business’ : Produced a suite of marketing/ promotional materials advocating Trafford as a prime location for business and inward investment. 	Delivered
<ul style="list-style-type: none"> • Inward Investment Opportunities : Working with MIDAS (Greater Manchester’s own inward investment agency) to secure opportunities for Trafford and, in particular, exploring a ‘live’ enquiry to bring a South American manufacturer to Trafford Park 	Ongoing
<ul style="list-style-type: none"> • Business Relationship Programme : establishing and developing a business engagement and support programme for all sizes of business within the borough, to encourage expansion and attract new business. 	Commenced
<ul style="list-style-type: none"> • ‘Meet the Buyer’ Events : Facilitated successful events to promote local business opportunities in both Council tendered business (130 companies attending) and tendered business for the construction of the new Carrington Power Plant (80 companies attending). 	Delivered

Town Centre Regeneration

<ul style="list-style-type: none"> • Business Loan Fund : Launched this £ 350k scheme to assist new businesses relocate to Trafford town centres, providing short-term money either to fit out a shop front or as initial working capital. 	Delivered - 83 enquiries to end June 2013 (51 of which are ‘live’) with 2 applications received and 3 due imminently.
<ul style="list-style-type: none"> • Landlords’ and Retailers’ Forums : Have successfully encouraged landlords and retailers to work together for the wider good of Altrincham. This model can be rolled out across the other town centres. 	Delivered
<ul style="list-style-type: none"> • Altrincham Town Team: Unit and all team members (four) of staff now located in the heart of Altrincham. This model can be rolled out across the other town centres. 	Delivered
<ul style="list-style-type: none"> • Launched Altrincham Original’s campaign to champion independent retail in town centre: start of campaign to support strategic aim of increasing independent retail 	Work in Progress On-going Campaign
<ul style="list-style-type: none"> • Altrincham Forward boosting social media campaign, and merged campaign Twitter accounts into one, and will re-launch Altrincham Forward and Altrincham Town Websites with new look. 	Work in Progress Website Re-launched in Aug 2013
<ul style="list-style-type: none"> • Pedestrian and Traffic Management Report : Already produced for Altrincham but this approach can be rolled out across the other town centres. 	Delivered
<ul style="list-style-type: none"> • New Altrincham Library : Agreeing terms for investment in a modern 8,000 sq ft library and exhibition space (subject to approval at the June Executive) as part of the regeneration of the Market Quarter and the redevelopment of the old hospital site. 	Work in Progress - Build anticipated in 2015.
<ul style="list-style-type: none"> • Partington Shopping Centre : Working with Peel to secure their commitment to the regeneration of the town centre. 	Work in Progress - Key tenant expected by end May 2013.
<ul style="list-style-type: none"> • Stretford Masterplan : (Referred to above but redevelopment of the Mall will be a key element). Supporting 	Work in Progress

developments for new housing at former boatyard site (44 apartments) and the former Drum Public House site (12 affordable housing units).	
<ul style="list-style-type: none"> Urmston Town Centre : Working with Ask Developments has seen trading from new units from phase 2 increase car parking by 25%. 75% of retail units now let with 120,00 sq ft of retail offer, 76 apartments and a new library. Phase 1 was completed despite the recession and it is likely that phase 2 will shortly be fully let. 	Delivered

Employment & Skills

<ul style="list-style-type: none"> Partington Pledge : Launched initiative to help 85 unemployed young people (18-24) find employment. This includes a business sign up event and a separate Jobs Fair. 	Work in Progress - Both events delivered in May 2013.
<ul style="list-style-type: none"> Business Start Ups : Budget found to enable contract with Blue Orchid to continue into 2013-14. 	Delivered
<ul style="list-style-type: none"> Employer Ownership of Skills Programme : Supporting the Greater Manchester Chamber of Commerce in their delivering this programme which involves employers more directly in the allocation of programme funds. 	Work in Progress

Strategic Housing

<ul style="list-style-type: none"> Local Authority Mortgage Scheme : Assisting over 40 first time buyers to purchase their own homes through providing support with deposits required. 	Delivered - Second tranche now available.
<ul style="list-style-type: none"> Affordable Housing : Assisting over 400 households to be re-housed in affordable housing through Trafford Homesearch. 	Delivered
<ul style="list-style-type: none"> Housing Advice : Providing housing advice to over 12,000 households and preventing over 400 households from becoming homeless. 	Delivered
<ul style="list-style-type: none"> Sleeping Rough : Signing up to the Greater Manchester 'No Second Night Out' initiative, to ensure that no-one in Trafford has to sleep rough for more than one night. 	Ongoing
<ul style="list-style-type: none"> 'Green Deal' : Improving the energy efficiency of private sector properties through working with Greater Manchester to deliver the 'Green Deal' in Trafford. 	Work in Progress
<ul style="list-style-type: none"> Partington Canalside Development : Working with Peel and Barratt Homes to ensure that funding is in place from Growing Places and the Homes & Communities Agency. This project involves 550 houses. 	Work in Progress

Building Control

<ul style="list-style-type: none"> Trafford Building Control Service : Has retained 88% of building control work within the borough from 12 private sector companies.. This is a revenue stream in a competitive environment. 	Delivered
<ul style="list-style-type: none"> Trafford Building Control Service : Appointed as a the service provider on numerous new housing schemes in the borough, totalling construction costs of £ 25 million. 	Delivered

<ul style="list-style-type: none"> Trafford Building Control Service : Appointed as a the service provider on several new commercial schemes in the borough, totalling construction costs of £ 50 million. 	Delivered
<ul style="list-style-type: none"> Trafford Building Control Service : Now registered with 21 private sector design companies to carry out the Control Design Checking Service on schemes outside the borough, thus providing additional income. 	Delivered

Property Asset Management

<ul style="list-style-type: none"> Broomwood Community Centre : Facilitated successful asset transfer to BlueSci. 	Delivered
<ul style="list-style-type: none"> Sale West Community Centre : Working with potential third sector organisations to effect a successful asset transfer. 	Work in Progress
<ul style="list-style-type: none"> Lime Tree School : Assisting in the provision of a collaborative contract between the council and the developer to construct a new extension, to replace the old 1951 classroom block. 	Work in Progress
<ul style="list-style-type: none"> St Ambrose School : Asset Management successfully project managed the delivery of the new school, completed on time and within budget. The school has won two awards for building excellence and innovation in design. 	Delivered

GREATER MANCHESTER COMBINED AUTHORITY

DECISIONS MADE BY THE GREATER MANCHESTER COMBINED AUTHORITY MEETING HELD ON 28th JUNE 2013 AT LEIGH SPORTS VILLAGE

Decisions published on 2nd July 2013 and will come into force from 4:00pm on the 10th July 2013, subject to call-in, except for any urgent decisions.

The process for call in of decisions is set out as an Appendix to this note, extracted from the Greater Manchester Combined Authority (GMCA) Constitution. The address for the purposes of the schedule is that of the GMCA Secretary, c/o Manchester City Council, PO Box 532, Town Hall, Manchester, M60 2LA; or by contacting k.bond@agma.gov.uk

The reports detailed in this note can be accessed at the AGMA website via the following link: - <http://www.agma.gov.uk/calendar/index.html>. Any report not available on the web site will be available for Scrutiny Pool members from the GMCA Secretary on request, on a private and confidential basis.

GMCA AGM

1. PROPOSED AMENDMENTS TO THE GMCA CONSTITUTION (agenda item 5)

The Combined Authority received a report from Liz Treacy, GMCA Monitoring Officer following a review of the operation of the GMCA Constitution recommending revisions including minor legislative references and presentational changes.

The Combined Authority AGREED:

1. To re-adopt Part 1, Part 2, Part 3 and Part 4 of the GMCA Constitution incorporating the amendments to these Parts that are set out in the Appendix to the report.
2. To re-adopt Part 5, Part 6, Part 7 Section A (the GMCA Code of Conduct for Members as approved by the GMCA on 27 July 2012), Part 7 Sections B, C, D and E, Part 8 and Appendix 1, Appendix 2, and Appendix 3 of the GMCA Constitution.

GMCA MONTHLY MEETING

PART A

2. COMPREHENSIVE SPENDING REVIEW (agenda item 13)

The Combined Authority received a report from Howard Bernstein, GMCA Head of Paid Services and Mike Emmerich, New Economy Chief Executive detailing the outcome of the Government's Comprehensive Spending Review.

The Combined Authority AGREED to note the report.

3. GMCA REVENUE OUTTURN 2012/13 (agenda item 14)

The Combined Authority received a report from Richard Paver, GMCA Treasurer detailing the revenue outturn position for the GMCA for the year ended 31 March 2013.

The Combined Authority AGREED:

1. to note the outturn position for the year ended 31 March 2013 as shown in paragraph 2 of the report.
2. to approve the transfers to reserves as proposed in paragraphs 2.10 and 2.11 of the report.
3. to note the position on transport related revenue spend for the year ended 31 March 2013 as detailed in paragraph 3 of the report.
4. to note the overall position on reserves as at 31 March 2013 as stated in paragraph 4 of the report.
5. to note that the statements of accounts will be completed by 30 June 2013 and signed by the Treasurer to the GMCA in accordance with audit requirements and will be reported to the Audit Committee in July 2013.
6. to note that the position is still subject to the completion of the annual audit of GMCA which will be completed by 30 September 2013.

4. GMCA CAPITAL OUTTURN REPORT 2012/13 (agenda item 15)

The Combined Authority received a report from Richard Paver, GMCA Treasurer detailing the outturn in relation to Greater Manchester Combined Authority 2012/13 capital expenditure and requesting approval of the release of funding for utilities work on the Metrolink Second City Crossing.

The Combined Authority AGREED:

1. to note the 2012/13 actual expenditure compared to the 2012/13 capital budget agreed by GMCA in February 2012.
2. to note and approve the funding release for the Metrolink Second City Crossing scheme of £3 million to enable further time critical utilities work to be progressed.

5. TfGMC MINUTES - 14th June 2013 (agenda item 17a)

The Combined Authority received the minutes of the TfGMC meeting held on 14th June 2013.

The Combined Authority AGREED to note the minutes and endorse the committees decision in relation to TfGMC Policy Priorities 2013/14 (13/17).

PART B

6. MANCHESTER SOLUTIONS REVIEW (agenda item 18)

The Combined Authority received a report from Barbara Spicer, Chief Executive Salford CC setting out the outcome of the recent review of business

support and the role of Manchester Solutions and detailing the next steps to secure accountable, transparent and integrated business support services which meet the strategic needs of Greater Manchester.

The Combined Authority AGREED:

1. to endorse the preferred option from the review, which is to retain business support functions within a single entity under a new management framework which integrates MS business support (Growth Hub, International Trade and Business Finance) and MIDAS and strengthens alignment with Marketing Manchester.
2. to endorse the review's findings that governance should be strengthened with final proposals to be brought to the GMCA, Chamber and MS Board for approval, with support from MIDAS, Marketing Manchester and the LEP.
3. to endorse the strategic priorities identified during the course of the review in relation to business support, skills and employment.
4. to note the next steps to be taken to implement the new arrangements.

EXTRACT FROM THE GMCA CONSTITUTION

PART 5B - SCRUTINY ARRANGEMENTS FOR GMCA, TFGMC AND TFGM

5. Call in of decisions

5.1 Call in of decisions of GMCA and TfGMC

- (a) Members of the Scrutiny Pool appointed under this Protocol will have the power to call in:-
- (i) any decision of the GMCA;
 - (ii) any major or strategic decision of the TfGMC which is taken by the TfGMC in accordance with the delegations set out in Part 3 Section B II of this Constitution.

5.2 Publication of Notice of Decisions

- (a) When:-
- (i) a decision is made by the GMCA; or
 - (ii) a major or strategic decision is made by the TfGMC in accordance with the delegations set out in Part 3, Section B II of this Constitution;

the decision shall be published, including where possible by electronic means, and shall be available normally within 2 days of being made. It shall be the responsibility of the Secretary to send electronic copies of the records of all such decisions to all members of the Scrutiny Pool within the same timescale.

- (b) The notices referred to at subparagraph 5.2(a) above will bear the date on which they are published and will specify that the decision will come into force, and may then be implemented, as from 4.00 pm on the fifth day after the day on which the decision was published, unless 5 members of the Scrutiny Pool object to it and call it in.

ASSOCIATION OF GREATER MANCHESTER AUTHORITIES

DECISIONS MADE BY THE AGMA EXECUTIVE BOARD MEETING HELD ON 28th JUNE 2013 AT LEIGH SPORS VILLAGE

Decisions published on 2nd July 2013 and will come into force from 4:00pm on the 10th July 2013, subject to call-in, except for any urgent decisions.

The process for call in of decisions is set out as an Appendix to this note, extracted from AGMA's constitution. The address for the purposes of the schedule is that of the AGMA Secretary, c/o GMIST, Manchester City Council, P.O. Box 532, Town Hall, Manchester, M60 2LA; or by contacting k.bond@agma.gov.uk

The reports detailed in this note can be accessed at the AGMA website via the following link:- <http://www.agma.gov.uk/calendar/index.html>. Any report not available on the web site will be available for Scrutiny Pool members from the GMCA Secretary on request, on a private and confidential basis.

AGMA EXECUTIVE BOARD MONTHLY MEETING

1. HEALTH SCRUTINY PANEL CHAIR'S ANNUAL REPORT 2012/13 (agenda item 12)

The AGMA Executive Board received a report from Councillor John O'Brien, Chair of GM Health Scrutiny Panel detailing activity undertaken by the GM Health Scrutiny Panel over the past 12 months.

The Executive Board AGREED to note the report.

2. HEALTH AND SOCIAL CARE REFORM IN GREATER MANCHESTER (agenda item 13)

The AGMA Executive Board received a tabled report presented by Howard Bernstein, Manchester CC confirming the work completed in the last month to align the three programmes to provide a common base to the whole system reform work and to strengthen the out of hospital reform programme.

The Executive Board AGREED:

1. To note the report setting out progress to date.
2. Endorse the action to submit an expression of interest to be a national pioneer zone for integrated care on behalf of Greater Manchester.
3. to note that future progress report will come back to a future meeting.

4. AGMA REVENUE OUTTURN 2012/13 (agenda item 14)

The AGMA Executive Board received a report from Richard Paver, AGMA Treasurer informing members of the revenue outturn position for 2012/13.

The Executive Board AGREED:

1. to note the revenue outturn position for 2012/13 which is an underspend of £1,016,000.

2. to note the position on reserves as detailed in paragraph 2 of the report.
3. to approve the carry forward requests as detailed in paragraph 3.1 of the report and that any carry forward requests approved will be funded, as appropriate, from the balance declared on general reserves and specific reserves as at 31 March 2013.
4. to note that the statement of accounts will be completed by 30 June 2013 and signed by the AGMA Treasurer in accordance with audit requirements.
5. to note that the final outturn position is subject to the completion of the annual external audit to be finalised by 30 September 2013.

EXTRACT FROM THE GMCA CONSTITUTION

PART 5B - SCRUTINY ARRANGEMENTS FOR GMCA, TFGMC AND TFGM

5. Call in of decisions

5.1 Call in of decisions of GMCA and TfGMC

- (a) Members of the Scrutiny Pool appointed under this Protocol will have the power to call in:-
- (i) any decision of the GMCA;
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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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