

Public Document Pack



TRAFFORD COUNCIL

Tuesday, 17 May 2022

Trafford Town Hall
Talbot Road
Stretford
M32 0TH

Dear Councillor,

Your attendance is requested at the **ANNUAL MEETING** of the Council of the Borough of Trafford on **WEDNESDAY, 25 MAY 2022**, at **6.00 P.M.** in the **COUNCIL CHAMBER, TRAFFORD TOWN HALL, TALBOT ROAD, STRETFORD**, for the transaction of the business set out below:

- | | Pages |
|--|--------------|
| 1. Mayor and Chair of Council | |
| To elect the Mayor who will be Chair of Council for the ensuing year and receive notification of the appointment of the Mayoress. | |
| 2. Appointment of Deputy Mayor and Vice Chair of Council | |
| To appoint the Deputy Mayor who will be Vice-Chair of Council for the ensuing year and receive notification of the appointment of the Consort. | |
| 3. Vote of Thanks | |
| A vote of thanks to the retiring Mayor and Mayoress. | |
| 4. Minutes | |
| To approve as a correct record the Minutes of the Meeting of the Council held on 23 March 2022 for signature by the Mayor as Chair of the Council. | 1 - 14 |
| 5. Results of Elections of Councillors | |
| To receive a report of the Returning Officer on the results of the Poll held on 5 May 2022 for the respective wards of the Borough. | 15 - 16 |

6. Leader of the Council and Executive Arrangements

To elect the Leader of the Council and note that the Leader will appoint the membership of the Executive Cabinet and a Deputy Leader. The Council is also asked to note the Shadow Executive arrangements. 17 - 22

7. Council Committees

To receive a report on the Committees of the Council, their composition, membership and terms of reference for the 2022/23 Municipal Year. 23 - 52

8. Appointments to Outside and Independent Bodies

To receive a report on Council appointments to outside and independent bodies for the 2022/23 Municipal Year. To Follow

9. Timetable of Council and Committee Meetings

To approve a timetable of meetings for the 2022/23 Municipal Year. 53 - 56

10. Delegated Decisions and Urgent Action for Committees

To approve the following arrangements for dealing with delegated decisions and urgent action:

(a) Delegated Decisions

That where, under the approved scheme of delegation, decisions may be taken by Officers in consultation with non-Executive Members then in the absence of any specific arrangements having been made, the Officer shall consult the appropriate Chair, Vice-Chair and Opposition Spokesperson.

(b) Urgent Action

That, in situations which require emergency action the Chief Executive or the appropriate Officer, in consultation with the Chair and Vice-Chair of the Committee concerned and the Opposition Spokesperson where appropriate (or their respective nominees), be authorised to deal from this date until the Annual Meeting of the Council in 2023, with any matters of urgency or any other matter that cannot conveniently be deferred to the next ordinary meeting of the Committee, subject to later report for information, to the Committee in question.

11. Delegated Functions and Amendments to the Constitution

To receive a report of the Monitoring Officer and Director of Legal and Governance on the delegation of Council and Executive functions and proposed amendments to the Council's Constitution. To Follow

12. Report on Special Urgency Decisions

To consider a report of the Director of Legal and Governance. 57 - 58

13. Proposed changes to the Council's Senior Leadership Arrangements as a consequence of the establishment of the Integrated Health and Care System following the passing of the Health and Care Act 2022

To consider a report of the Executive Member for Finance and Governance following the recommendations of the Employment Committee held on 16 May 2022. 59 - 72

Yours sincerely,



SARA TODD

Chief Executive

Membership of the Council

Councillors L. Walsh (Mayor), C. Boyes (Deputy Mayor), D. Acton, S. Adshead, A. Akinola, J.M. Axford, J. Bennett, Miss L. Blackburn, J. E. Brophy, B. Brotherton, D. Bunting, D. Butt, Dr. S. Carr, G. Carter, K.G. Carter, D.N. Chalkin, G. Coggins, L. Dagnall, R. Duncan, S. G. Ennis, M. Freeman, W. Frass, S.J. Gilbert, J. Harding, B. Hartley, W. Hassan, S. J. Haughey, J. Holden, C. Hynes, D. Jarman, F. Hornby, D. Jerrome, J. Lloyd, S. Maitland, M. Minnis, W. Jones, M. Mirza, J. Leicester, D. Morgan, P. Myers, A. New, J.D. Newgrosh, D.C. O'Sullivan, E. Patel, K. Procter, T. Ross, J. Slater, T. O'Brien, S. Taylor, S. Thomas, R. Thompson, M.J. Welton, S. Procter, A. Western, D. Western, M.P. Whetton, G. Whitham, A.M. Whyte, A.J. Williams, B.G. Winstanley, J.A. Wright, Mrs. P. Young and S. Zhi.

Further Information

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

Ian Cockill, Governance Officer
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This Summons was issued on **Tuesday, 17 May 2022** by the Governance Services Section, Trafford Council, Trafford Town Hall, Talbot Road, Stretford M32 0TH

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TRAFFORD BOROUGH COUNCIL

23 MARCH 2022

PRESENT

The Worshipful the Mayor (Councillor Laurence Walsh), in the Chair.

C. Boyes (Deputy Mayor)	N. Evans	A. New
S. Adshead	J. Harding	J.D. Newgrosh
J.M. Axford	B. Hartley	K. Procter
J. Bennett	W. Hassan	T. Ross
Miss L. Blackburn	S. J. Haughey	J. Slater
J. E. Brophy	J. Holden	S. Taylor
B. Brotherton	C. Hynes	S. Thomas
D. Bunting	D. Jarman	R. Thompson
D. Butt	J. Lamb	M.J. Welton
Dr. S. Carr	J. Lloyd	A. Western
G. Carter	S. Longden	M.P. Whetton
K.G. Carter	M. Minnis	A.J. Williams
M. Cordingley	M. Mirza	B.G. Winstanley
L. Dagnall	D. Morgan	J.A. Wright
J. Dillon	P. Myers	

In attendance

Chief Executive	S. Todd
Corporate Director of Governance and Community Strategy	J. Le Fevre
Governance Manager	J. Addison
Senior Governance Officer	I. Cockill

APOLOGIES

Apologies for absence were received from Councillors D. Acton, A. Akinola, T. Carey, D.N. Chalkin, R. Chilton, G. Coggins, M. Freeman, S.J. Gilbert, D. Jerome, S. Maitland, A. Mitchell, D.C. O'Sullivan, E. Patel, D. Western, G. Whitham, A.M. Whyte and Mrs. P. Young.

73. MINUTES

That the Minutes of the Meeting of the Council held on 16 February 2022, be approved as a correct record and signed by the Chair.

74. QUESTIONS BY MEMBERS

The Mayor reported that 6 questions had been received under Procedure Rule 10.2.

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- (a) Councillor Evans asked the following question, the first of two questions for which he had given notice:

“Could the Executive Member for Environmental and Regulatory Services, as our representative on the Clean Air Committee, advise the Council how much it is costing to change the signage across Greater Manchester to read ‘Under Revue’ on the 1,309 CAZ signs installed across the city-region, including Trafford, so far?”

In response, Councillor Adshead, the Executive Member stated that the figure was £186,000.

As a supplementary question Councillor Evans enquired whether the Executive Member would agree that the scheme should now be scrapped. Councillor Adshead advised that since there was a clear directive from the Government to introduce a Greater Manchester Clean Air Zone, only the Government could decide upon the issue.

- (b) Councillor Evans asked the following question, the second of two questions for which he had given notice:

“The December 2021, January 2022 and February 2022 Greater Manchester Combined Authority (GMCA) Corporate Issues and Reform Scrutiny Committee meetings were due to consider budgets under Andy Burnham’s and GMCA’s control. Budgets for the people of Greater Manchester worth hundreds of millions of pounds. The GMCA Budget this year is around £246 million, the GM Mayoral Budget over £127 million, the transport budget hundreds of millions more and Andy Burnham’s precept charge was to be part of the discussion tabled.

- *The meetings were cancelled, largely due to a lack of attendance from Labour members.*
- *The Liberal Democrat committee chair exempted the budgets from call in despite a commitment to the contrary.*
- *The budgets passed without a single question in formal scrutiny.*

Does the Leader of the Council think it is acceptable that a multi-million-pound budget affecting every Trafford resident is passed with no regard to the right of councillors to challenge and oversee the authority’s finances?”

In response, Councillor A. Western, the Leader of the Council replied to say that it was not.

Councillor Evans asked as a supplementary question whether the Leader of the Council would agree foster closer relations in the new municipal year in an attempt to find members across Greater Manchester with a real interest in scrutiny. Councillor A. Western reminded Members of the Motion brought by the Conservative Group to Council on 24 November 2021 (Minute 52 refers) and the actions taken arising from it. He advised that there was an ongoing review of

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scrutiny processes across Greater Manchester and that he was happy to work with anyone willing to improve those processes.

(c) Councillor Boyes asked the following question for which he had given notice:

“It is well known that despite spending a considerable sum on upgrading the junction of Park Road, Timperley with the main A56, Chester Road, the traffic flow south bound has become even worse with tail backs at the busiest times, even post Covid, often exceeding a mile long.

This is not only frustrating to commuters and local residents but is also producing unnecessary increases in pollution levels.

Can Members have a definitive answer to the question often asked by residents, ‘Is it actually possible, even if it means using compulsory purchase powers, to acquire some of the frontages of the shops, to facilitate a left turn filter lane from the A56 into Park Road and thus once and for all resolve what is such a headache for Trafford residents?’

Councillor Adshead, Executive Member for Environmental and Regulatory Services advised that since the A56 was a major route in and out of Trafford many of its junctions, including that at Park Road, unfortunately had queuing traffic in various directions at certain times of the day. Whilst it was possible to look at acquiring an area of shop frontage to potentially look at alleviating this problem it was not something that would be affordable and compulsory purchase of land was a long, complex and costly process which the Council and Transport for Greater Manchester (TfGM) would not be looking to pursue.

As part of the Active Travel agenda, improving pedestrian and alternative travel options across the Borough was now a key priority across Greater Manchester, therefore, any potential redesign would have to look at also improving cycling and pedestrian movements. Reducing the area for movement of pedestrians at this junction would reduce the current pedestrian capacity in a location that was especially well used by pedestrians.

TfGM had however been asked to look at the traffic signal timings and traffic flows at the junction to see if any changes could be made that would assist in improving the movement of traffic through the junction.

As a supplementary question Councillor Boyes asked that the works regarding the phasing of the traffic lights took place in an expedite manner and perhaps the Council could have a report back no later than the October 2022 Council Meeting. Councillor Adshead advised that a significant number of utilities at the location further complicated the matter, however, acknowledging that timescales were dependant on joint working with TFGM, he would supply Councillor Boyes with the details as soon as the information became available.

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- (d) Councillor Morgan asked the following question for which he had given notice:

“In the 2017/18 financial year, the last year Trafford was under a Conservative administration, Trafford MBC was 16th in the National Recycling League tables according to letsrecycle.com. Could the Executive Member for Environmental and Regulatory Services please give the latest publicly available position in the league?”

Councillor Adshead, Executive Member for Environment and Regulatory Services reported that the latest publically available data was from 2020/21 and that Trafford was 53rd out of 338 Local Authorities in the league table.

In addition, the Executive Member considered it was worth noting that the 2020/21 pandemic and work from home mandate saw the amount of types of waste collected change significantly. The amount of waste collected for recycling from households in 2020/21 increased however the amount on non-recyclable waste increased more than the waste for recycling. In early 2020 the Council also continued to see a significant reject rate for paper and cardboard but a significant campaign reduced the amount of contamination later in the year.

Overall in England the official ‘waste from households’ recycling rate was 44.0% in 2020, down 1.5 percentage points from 45.5% in 2019. Trafford was still significantly higher than the average recycling rate at 53.3%

As a supplementary question, Councillor Morgan sought confirmation of the total cost of the increased charges Trafford has had to pay as a result of the 6% reduction in recycling rates. Cllr Adshead agreed to provide Cllr Morgan with the figures and added that the Green Bin Tax at the time significantly impacted upon recycling rates for that year and once scrapped there was evidence of the rates rising before the pandemic took effect.

- (e) Councillor Holden asked the following question for which he had given notice:

“In a recent press release celebrating the Secondary Schools Offer Day, the Council confirmed the offering of one of their three preferences to 91% of Trafford children.

Could the Lead Member for Education tell us how many of these young people were offered a place at their first preference school?”

Councillor K. Carter, the Lead Member for Education confirmed that of the 3340 on time applications received 2542 children were allocated their first preference which equated to 76%. The Lead Member explained, however, that Trafford had a high proportion of illegible applications, nearly 400 in the past year, where Grammar School preferences are selected and then the entrance exam was not passed which meant that a high school selected counted as their first preference. Taking those into account the figure was 82% which was in line with the national average of 81.1%.

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Referring to children that receive schools outside of their community, Councillor Holden asked as a supplementary question whether the Lead Member could share the plan that exists to maintain community cohesion by increasing the possibility of children going onto secondary school with their friends and colleagues from their primary school. Sharing Councillor Holden's concerns, Councillor K. Carter acknowledged the dilemma that on paper Trafford appeared to have enough school places, however, they were not where there were pressures. There was a School Place Board and regards the plan, the Lead Member agreed to ask the Board for the information.

- (f) Councillor Miss Blackburn asked the following question for which she had given notice:

"Would the Executive Member inform me why money is being spent on white road markings being repainted whilst there are hundreds of pot holes that require filling?"

In response, the Executive Member for Environment and Regulatory Services, Councillor Adshead advised that as the Highway Authority, Trafford had a statutory duty to maintain all of the highway asset other than just the road surface, including road markings which provided road users with guidance on how to use the road and were an important contributory factor for improving road safety particularly at junctions.

White line replacement was often undertaken in large areas or on entire roads as the major cost was in mobilisation of the equipment, whilst the relative costs of replacing white lines was small in comparison to repair of potholes. Included in replacement markings were lane demarcations, left and right turn lanes, give way and stop lines, which if were faded beyond recognition and there was a subsequent accident, the Council could be liable for any claim. Therefore highway maintenance budgets were spent on a number of different repairs including potholes, signage and road markings to keep road users safe when using the roads.

Councillor Miss Blackburn asked as a supplementary question how much the Council had paid out in compensation to road users for damage caused to their vehicles coming into contact with pot holes in the current municipal year. Councillor Adshead asked Councillor Miss Blackburn to liaise with him further and he would provide that information.

75. HIGH SPEED 2 PHASE 2B WESTERN LEG (CREWE-MANCHESTER) HYBRID BILL PETITIONING

The Leader of the Council submitted a report proposing that the Council should object to elements of the HS2 Phase 2b Western Leg (Crewe- Manchester) hybrid Bill, deposited in Parliament on 24 January 2022.

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RESOLVED –

- (1) That the Council agrees that it is expedient for Trafford Council to oppose elements of the HS2 Phase 2b Western Leg (Crewe- Manchester) hybrid Bill.
- (2) That the framework and general direction of the Council's Petition outlined in the report, be approved.
- (3) That the Corporate Director of Place, in consultation with the Corporate Director of Governance and Community Strategy and the Leader of the Council or the Executive Member for Regeneration and Housing, be delegated authority to take all such steps as may be necessary to produce a Petition, including steps required to submit a Petition and thereafter to maintain it, and if considered appropriate, withdraw the whole or parts of the Petition in respect of the HS2 Phase 2b Western Leg (Crewe- Manchester) hybrid Bill.
- (4) That authority be delegated to the Corporate Director of Place, in consultation with the Corporate Director of Governance and Community Strategy and the Leader of the Council or the Executive Member for Regeneration and Housing, to negotiate and seek such assurances/undertaking/agreements to the HS2 Phase 2b Western Leg (Crewe- Manchester) hybrid Bill as necessary.
- (5) That the Corporate Director of Governance and Community Strategy be delegated authority to sign or seal any such documents as are required to give effect to any decisions made pursuant to this Council decision.

76. TRAFFORD COUNCIL'S PAY POLICY STATEMENT 2022/23

The Corporate Director of Strategy and Resources submitted a report providing the Council with information relating to Trafford's Pay Policy for 2022/23 in line with the requirements for the Localism Act 2011.

In response to a request from Councillor Myers for a comparison of Trafford's approach with other Greater Manchester councils, Councillor Ross, Executive Member for Finance and Governance advised that he would seek to provide the information outside of the meeting.

RESOLVED: That the report be noted and the 2022/23 Pay Policy statement, as recommended by Employment Committee on 28 February 2022, as set out in the report, be approved.

77. COUNCILLOR CODE OF CONDUCT

The Monitoring Officer submitted a report on the development of a new Councillor Code of Conduct for Trafford.

In accordance with the approval process for constitutional amendments, the Standards Committee on 15 December 2021, the Scrutiny Committee on 7

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February 2022 and the Executive on 28 February 2022 recommended to Council the new Councillor Code of Conduct for Trafford.

RESOLVED: That the Council adopts the Councillor Code of Conduct for Trafford.

78. CONTRACT PROCEDURE RULES

The Executive Member for Finance and Governance submitted a report providing details of the review of the current Contract Procedure Rules (“CPRs”) and proposing the adoption of a new set of CPRs by each of the STAR Authorities, namely Stockport, Trafford, Rochdale and Tameside Council’s.

In accordance with the approval process for constitutional amendments, the proposed new CPRs had been recommended for adoption by the Standards Committee on 14 March 2022, the Scrutiny Committee on 16 March 2022 and the Executive on 21 March 2022.

RESOLVED: That the proposed new Contract Procedure Rules be adopted by the Council.

79. SCRUTINY REVIEW OUTCOMES REPORT

The Council considered a report of the Scrutiny Committee providing a summary of the work undertaken by the Scrutiny Review Panel which included areas reviewed; areas of success and areas of potential improvement; and details of proposed improvements which were currently being considered by Members.

The report advised that the scrutiny function review undertaken by the Scrutiny Review Panel and the Centre for Governance and Scrutiny had highlighted that the Scrutiny function at Trafford was effective and that the proposed changes were around process and procedure, rather than fundamental changes.

RESOLVED: That the work of the Scrutiny Review Panel and the recommended improvements, set out in section 6 of the report, be approved.

80. DRAFT TIMETABLE OF COUNCIL AND COMMITTEE MEETINGS - 2022/23

The Corporate Director of Governance and Community Strategy submitted a report recommending adoption of a provisional timetable of Council and Committee meetings for the 2022/23 municipal year.

RESOLVED: That the provisional timetable of Council and Committee meetings for the 2022/23 municipal year, as set out in Appendix 1 to the report, be approved and recommended to the Annual Meeting of the Council on 25 May 2022.

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81. MOTION SUBMITTED BY THE CONSERVATIVE GROUP - RUSSIAN INVASION OF UKRAINE

With the consent of the Council to a proposed alteration to the Motion that had been submitted, it was moved and seconded that:

“This Council wholeheartedly condemns the barbaric and illegal invasion of Ukraine by Russian forces. As a democratic chamber, we are appalled by what we have seen unfold over recent weeks – horrors which we all hoped we would never see on our continent again. All our thoughts are for the men, women and children who are currently suffering immeasurably, whether it be in the cities under bombardment, those occupied by Russian forces, or those who have fled their homes.

There is no justification for the actions of the Russian Government, and we offer our backing to the Ukrainian people, Ukrainian Government and President Zelenskyy as they continue to fight for Ukrainian freedom, democracy and independence.

We applaud countries across the world who have come out to condemn and sanction the Russian regime and President Putin’s leadership.

We welcome the government’s plans to offer sanctuary to Ukrainians fleeing danger and are ready to help support those who comes to live in Trafford.

We recognise these actions are not the actions of the Russian people, but the Russian Government. We reject any attacks on Russian people in the UK, and offer our moral support to the Russian opposition groups bravely opposing the Putin regime.

Finally, this Council extends its thoughts and prayers to members of the Trafford Ukrainian community and pays tribute to the incredible generosity the people of Trafford have shown in their personal efforts to support the humanitarian response to this crisis.”

Following speeches in support, the Motion was agreed with the unanimously consent of the Council and declared carried.

RESOLVED: That this Council wholeheartedly condemns the barbaric and illegal invasion of Ukraine by Russian forces. As a democratic chamber, we are appalled by what we have seen unfold over recent weeks – horrors which we all hoped we would never see on our continent again. All our thoughts are for the men, women and children who are currently suffering immeasurably, whether it be in the cities under bombardment, those occupied by Russian forces, or those who have fled their homes.

There is no justification for the actions of the Russian Government, and we offer our backing to the Ukrainian people, Ukrainian Government and President Zelenskyy as they continue to fight for Ukrainian freedom, democracy and independence.

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Finally, this Council extends its thoughts and prayers to members of the Trafford Ukrainian community and pays tribute to the incredible generosity the people of Trafford have shown in their personal efforts to support the humanitarian response to this crisis.

82. MOTION SUBMITTED BY THE LABOUR GROUP - SITUATION IN UKRAINE

It was moved and seconded that:

This Council asks the Leader and Chief Executive to express the following sentiments on behalf of the Council and the people of Trafford urgently and in writing:

- To the Russian Ambassador in the UK, asking that he requests his Government to withdraw troops from Ukraine immediately.
- To the Ukrainian Ambassador in the UK, expressing the Council's support and solidarity, and respect for his nation's sovereignty and freedom.
- To the Prime Minister of the UK, asking that all efforts are made to welcome refugees coming from Ukraine to the UK without the need for a visa, and advise of our willingness to help in any way we can as a council to settle individuals and families whose lives have so sadly and suddenly been affected by the military action in Ukraine.
- To Ukrainians - and those of Ukrainian heritage - living in Trafford, that we stand with you and the people of Ukraine and offer our support in these unsettling times.
- To Russians living in Trafford, that whilst we profoundly condemn the actions of the Russian President we know this is Putin's war and that Russophobia has no place in Trafford."

Following speeches in support, the Motion was agreed with the unanimously consent of the Council and declared carried.

RESOLVED: That this Council asks the Leader and Chief Executive to express the following sentiments on behalf of the Council and the people of Trafford urgently and in writing:

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- To Ukrainians - and those of Ukrainian heritage - living in Trafford, that we stand with you and the people of Ukraine and offer our support in these unsettling times.
- To Russians living in Trafford, that whilst we profoundly condemn the actions of the Russian President we know this is Putin's war and that Russophobia has no place in Trafford.

83. MOTION SUBMITTED BY THE LABOUR GROUP - PROCUREMENT LINKED TO HUMAN RIGHTS ABUSES

With the consent of the Council to a proposed alteration to the Motion that had been submitted, it was moved and seconded that:

"This Council notes:

1. The evidence collected and verified by a range of international non-governmental organisations that the People's Republic of China (PRC) is carrying out alleged crimes of Genocide and crimes against Humanity with regards to Uyghur, Kazakh and other Turkic Muslim populations.
2. On 9th of December 2021, Sir Geoffrey Nice QC delivered in London an independent tribunal's judgement that:
 - "Crimes against humanity attributable to the PRC is established beyond reasonable doubt by acts of: deportation or forcible transfer; imprisonment or other severe deprivation of physical liberty; torture; rape and other sexual violence; enforced sterilisation; persecution; enforced disappearance; and other inhumane acts."
 - "As to genocide ... all elements of an intended genocide to be accomplished by a Convention-listed act imposing measures to prevent births within the group are established"

This Council believes:

It has a responsibility to act when crimes against humanity take place anywhere in the world. This responsibility extends to using all legal, political and economic powers it has at its disposal to challenge, disrupt and ultimately contribute to ending these crimes.

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This Council agrees to:

1. Ask our procurement managers to develop, as quickly as possible, a revised procurement policy which would lawfully enable the Council to boycott entering into any future contracts for products or services that have links to companies, individuals or bodies that are directly or indirectly involved in the crimes against humanity currently taking place in China with regards to Uyghur, Kazakh and other Turkic Muslim populations.
2. To ask the Leader of the Council to write to the Chair of the Local Government Association and the Secretary of State for Levelling Up, Housing and Communities asking that binding procurement rules are brought forward introducing this position across local government as soon as possible.
3. To share this motion with our fellow Greater Manchester councils and the Greater Manchester Mayor inviting them to adopt the same approach at forthcoming council meetings.”

Following speeches in support, the Motion was agreed with the unanimous consent of the Council and declared carried.

RESOLVED: That this Council notes:

1. The evidence collected and verified by a range of international non-governmental organisations that the People’s Republic of China (PRC) is carrying out alleged crimes of Genocide and crimes against Humanity with regards to Uyghur, Kazakh and other Turkic Muslim populations.
2. On 9th of December 2021, Sir Geoffrey Nice QC delivered in London an independent tribunal’s judgement that:
 - “Crimes against humanity attributable to the PRC is established beyond reasonable doubt by acts of: deportation or forcible transfer; imprisonment or other severe deprivation of physical liberty; torture; rape and other sexual violence; enforced sterilisation; persecution; enforced disappearance; and other inhumane acts.”
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2. To ask the Leader of the Council to write to the Chair of the Local Government Association and the Secretary of State for Levelling Up, Housing and Communities asking that binding procurement rules are brought forward introducing this position across local government as soon as possible.
3. To share this motion with our fellow Greater Manchester councils and the Greater Manchester Mayor inviting them to adopt the same approach at forthcoming council meetings.

84. MOTION SUBMITTED BY THE CONSERVATIVE GROUP - QUEEN'S PLATINUM JUBILEE

It was moved and seconded that:

1. "This Council notes that the Queen's Platinum Jubilee will take place in 2022;
2. This Council notes that the 2022 May Bank Holiday Weekend will be moved to Thursday 2 June and an additional Bank Holiday on Friday 3 June will see a four-day weekend to celebrate the Jubilee - the first time any British monarch has reached this historic milestone; and
3. This Council recognises the esteem in which the Queen is held by the British public and considers it highly likely that residents in Trafford would wish to see the authority mark the Jubilee in a significant way.

Council therefore:

4. Requests that the Chief Executive of the Council takes steps to explore the feasibility of renaming a road, property asset or landmark in Trafford after Queen Elizabeth II to mark the Platinum Jubilee."

Following speeches in support, the Motion was agreed with the unanimous consent of the Council and declared carried.

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RESOLVED: That:

1. This Council notes that the Queen's Platinum Jubilee will take place in 2022;
2. This Council notes that the 2022 May Bank Holiday Weekend will be moved to Thursday 2 June and an additional Bank Holiday on Friday 3 June will see a four-day weekend to celebrate the Jubilee - the first time any British monarch has reached this historic milestone; and
3. This Council recognises the esteem in which the Queen is held by the British public and considers it highly likely that residents in Trafford would wish to see the authority mark the Jubilee in a significant way.

Council therefore:

4. Requests that the Chief Executive of the Council takes steps to explore the feasibility of renaming a road, property asset or landmark in Trafford after Queen Elizabeth II to mark the Platinum Jubilee.

85. ACKNOWLEDGEMENTS

(a) Retiring Members of Council

The Mayor indicated that it was the last Council meeting for a number of Members since they would not be seeking re-election in the forthcoming local elections, namely Councillors Carey, Chilton, Cordingley, Dillon, Lamb, Longden and Mitchell.

The Mayor thanked them for their service over the years and expressed the Council's appreciation of their hard work and dedication.

(b) Jane Le Fevre – Monitoring Officer and Corporate Director of Governance and Community Strategy

The Mayor announced that it was the last meeting for Jane Le Fevre before her retirement and invited the Leader of the Council to present a bouquet of flowers. Jane was given a standing ovation by the Council in recognition of her many years of dedicated service after which she returned thanks conveying that it had been a great honour and a privilege to work with everyone and expressed admiration of the way in which all Members represent their communities.

The meeting commenced at 7.25 p.m. and finished at 9.21 p.m.

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TRAFFORD COUNCIL

Report to: Annual Meeting of the Council
Date: 25 May 2022
Report for: Information
Report of: Chief Executive

Report Title

RESULTS OF ELECTIONS OF COUNCILLORS

Summary

To receive the report of the Returning Officer on the results of the Poll held on 5 May 2022 for the respective wards of the Borough.

Recommendation(s)

That the list of newly elected Members be noted.

Contact person for access to background papers and further information:

Name: Ian Cockill
Extension: 1387

Background Papers: None.

<u>Ward</u>	<u>Candidate Elected</u>	<u> Holds Office Until*</u>
Altrincham	Dan JERROME	2026
Ashton upon Mersey	Tony O'BRIEN	2026
Bowdon	Shengke ZHI	2026
Broadheath	Amy WHYTE	2026
Brooklands	Will JONES	2026
Bucklow St. Martins	Adele NEW	2026
Clifford	Sophie TAYLOR	2026
Davyhulme East	Shirley PROCTER	2026
Davyhulme West	Graham WHITHAM	2026
Flixton	Simon THOMAS	2026
Gorse Hill	David ACTON	2026
	Fianna HORNBY	2023
Hale Barns	Dylan BUTT	2026
Hale Central	Jane LEICESTER	2026
Longford	David JARMAN	2026
Priory	Louise DAGNALL	2026
Sale Moor	Liz PATEL	2026
St. Mary's	Rob DUNCAN	2026
Stretford	Jane SLATER	2026
Timperley	Will FRASS	2026
Urmston	Kevin PROCTER	2026
Village	Shaun ENNIS	2026

* subject to a proposed boundary review

SARA TODD
Chief Executive and Returning Officer

TRAFFORD COUNCIL

Report to: Annual Meeting of the Council
Date: 26 May 2021
Report for: Decision
Report of: Monitoring Officer / Director of Legal and Governance

Report Title

LEADER OF THE COUNCIL AND EXECUTIVE ARRANGEMENTS

Summary

To note that the Leader of the Council's term of office continues and that for the 2022/23 Municipal Year, the Leader will appoint the Deputy Leader, decide the composition of the Executive Cabinet and appoint the Membership of the Executive Cabinet.

The main opposition group are entitled to form a Shadow Cabinet and elect Members with shadow responsibility for the Executive portfolio areas.

Recommendation(s)

The Council is requested to:

1. Note that Councillor Andrew Western continues as the Leader of the Council until the expiry of his term of office in May 2023.
2. Note that the Leader of the Council has determined that the Executive shall comprise himself plus 9 councillors.
3. Note the appointment of the Deputy Leader and the appointed Membership of the Executive for 2022/23, as agreed by the Leader of the Council and set out in Appendix 1 to the report.
4. Note the role of the Lead Member for Education, as detailed in the report and the appointment made by the Leader of the Council, as set out in appendix 1 to the report.
5. To note the members of the Opposition Shadow Executive, as set out in Appendix 2 to the report (confirmation of these appointments will follow separately).
6. Authorise the Director of Legal and Governance to make any amendments necessary to the Constitution as a result of these arrangements.

Contact person for access to background papers and further information:

Name: Ian Cockill
Extension: 1387

Background Papers: None

1.0 Background

- 1.1 At its meeting on 2 December 2009, the Council approved a new style 'strong' Leader and Cabinet model of executive leadership, in accordance with the Local Government and Health Act 2007. The Act required changes to the leadership of Councils giving only two options, both of which place all executive powers in the hands of one individual, who, in the normal course of events, will serve an uninterrupted 4-year term. The Council's Executive Arrangements came into operation on 6 May 2010.
- 1.2 Councillor Andrew Western was elected Leader of the Council at the Annual Meeting of Council on 22 May 2019 for a fixed term of office to the first Annual Meeting of the Council after his normal day of retirement as a councillor in May 2023. Each year the Leader will appoint the Deputy Leader, decide the composition of the Executive Cabinet and appoint the Membership of the Cabinet.

2.0 New Style Leader and Cabinet

- 2.1 Under this model the Council appoints the Leader for a fixed term of office of 4 years. The Leader then appoints a Cabinet but also determines the size of the Cabinet (within the statutory minimum and maximum of 3 and 10). Under these executive arrangements provision must be made for the appointment of a Deputy Leader with power to act in the Leader's absence. Again, the Deputy Leader is appointed (and may also be removed) by the Leader.
- 2.2 The term of office of the Leader is from the date of election as Leader to the first annual meeting after their normal day of retirement as a councillor i.e. up to 4 years. Thus, a Leader needing to seek re-election as a councillor before the end of the maximum 4-year term will be elected for a shorter term.
- 2.3 The Council includes provisions in its Constitution whereby the Council may remove the Leader from office at any time (if the Council did not include such provision for the mid term removal of the Leader, the Leader would remain in office for their full term). The Council's Constitution states that the Leader shall hold office until:
 - (a) (s)he resigns from the office; or
 - (b) (s)he is disqualified from being a councillor; or
 - (c) (s)he is no longer a councillor; or

- (d) the first Annual Meeting after their normal day of retirement as a councillor save that the Council may by resolution remove the Leader from office at an earlier date.
- 2.4 The Leader will be vested with all the authority's executive functions, initially holding all the Council's executive functions under their personal control. It is then for him/her to choose whether to exercise some or all these functions personally or to decide for their discharge by the executive, a committee of the executive, by an individual member of the executive, or by officers and these will be notified at the Annual Meeting of the Council.
- 2.5 The Leader of the Council shall appoint an Executive Member as Deputy Leader with power to act in the Leader's absence. The deputy appointment is set out in the Appendix
- 2.6 The Leader of the Council also proposes to appoint 9 Executive Members and these are also set out in the Appendix. Executive Members appointed by the Leader of the Council (including the Executive Member appointed as Deputy Leader) shall hold office until:
- (a) they resign from office; or
 - (b) (s)he is disqualified from being a councillor; or
 - (c) they are no longer councillors; or
 - (d) the Annual General Meeting following the meeting at which they are appointed to the Executive save that the Leader of the Council may remove them from office either individually or collectively at an earlier date.

3.0 Lead Member for Education

- 3.1 The Leader has designated a specific role for an additional Non-Executive Member to support the work of the Executive. A Lead Member with special responsibility for Education will be responsible for championing all aspects of education across the council. The Lead member will provide advice and support to the Portfolio Holder for Children's Social Care in fulfilling their responsibilities in relation to Education and undertake certain activities on their behalf.
- 3.2 In supporting the Executive Member for Children's Social Care in their role, the Lead Member for Education will be able to attend Executive meetings, however, the Lead Member will not have any decision-making powers.

4.0 Shadow Cabinet

- 4.1 The main opposition group are entitled to form a Shadow Cabinet and elect Members with shadow responsibility for the Executive portfolio areas.

- 4.2 Shadow Executive arrangements should reflect the composition of the Council's Executive, thus:
- (a) the Shadow Executive must be composed of identical portfolio areas;
and
 - (b) the number of Members appointed to the Shadow Executive (including the Members appointed as Leader and Deputy Leader) must be equal to or less than the number of Members appointed to the Executive.

**EXECUTIVE
PORTFOLIOS 2022/23**

<u>Councillor</u>	<u>PORTFOLIO</u>
Andrew Western	Leader of the Council
Catherine Hynes (Deputy Leader)	Children's Services (with all statutory children's responsibilities)
Karina Carter	Adult Social Care
Aidan Williams	Climate Change and Transport Strategy
Jo Harding	Communities and Partnerships (with responsibility for Poverty Strategy)
Liz Patel	Economy and Regeneration
Stephen Adshead	Environmental Services
Tom Ross	Finance and Governance
Jane Slater	Health, Wellbeing and Equalities
James Wright	Housing and Neighbourhoods
	<u>Non-Executive Portfolio</u>
Adele New	Lead Member for Education

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TRAFFORD COUNCIL

Report to: Annual Meeting of the Council
Date: 25 May 2022
Report for: Decision
Report of: Monitoring Officer / Director of Legal and Governance

Report Title

COUNCIL COMMITTEES

Summary

To agree the Committees of the Council, their size, political composition, membership and terms of reference for the 2022/23 municipal year.

Recommendation(s)

- 1) That the Standing Committees and their composition, as set out in Appendix 1 to the report, be approved.
- 2) That the Terms of Reference for each Committee, as set out in Appendix 2 to the report, be approved.
- 3) That the membership of Committees for the 2022/23 municipal year, as set out in Appendix 3 to the report (and which is to be circulated separately), be approved.
- 4) That the appointment of Committee Chairs and Vice-Chairs, as set out in Appendix 3 (circulated separately), be approved and the nomination of Opposition Spokespersons (where appropriate), be noted.
- 5) That the Council approves the appointment and memberships of the three Sub-Committees of Licensing Committee, as set out in Appendix 4 (which is to be circulated separately).
- 6) That the Appointments and Appeals Panel be formally appointed, the membership for which will be drawn from all members of the Council.

[When sitting, the Panel shall comprise a smaller number of members selected for specific purposes and shall include representation from all parties and appointed on the basis of 2:1:1:1. When acting as an Appeals Panel, the membership shall be restricted to a pool of Members who have undertaken the necessary Members Appeals Training. Please refer to the Terms of Reference (Appendix 2) for details on the role of this Panel.]

- 7) That the Council appoints to the Health and Wellbeing Board, as set out in Appendix 5, and the Board be recommended to endorse the Council's membership.
- 8) That the Council delegate to the Chief Executive, in accordance with the written request of the relevant Group Leader, the power and authority to change the membership of committees and sub-committees as may be needed from time to time.

Contact person for access to background papers and further information:

Name: Ian Cockill
Extension: 1387

Background Papers: None.

1. COMPOSITION OF COUNCIL COMMITTEES

1.1 The Local Government and Housing Act 1989 requires the composition of committees to be in accordance with the political balance of the 63 members of the Council and this shall be reviewed as a result of any changes to that balance. Currently the political make-up of the Council is as follows:

- Labour Group - 41 members
- Conservative Group - 13 members
- Liberal Democrats Group - 5 members
- Green Party Group - 4 members

1.2 The regulations require that the composition of committees is in accordance with the political balance of the 63 members of the Council and that this is reviewed as a result of any changes to that balance.

1.3 Subject to the need to allocate each political group a total allocation of seats in proportion to its strength on the Council and with no requirement to offer any seats to an Independent since an individual does not constitute a group, the Membership of each Ordinary Committee should be made up of the following proportions: -

- Labour (41/63) - 65.08%
- Conservative (13/63) - 20.63%
- Liberal Democrats (5/63) - 7.94%
- Green Party (4/63) - 6.35%

1.4 The proposed Committee structure is set out in Appendix 1.

PROPOSED COMMITTEE ENTITLEMENTS FOR THE MUNICIPAL YEAR 2022/23

Committee	No. of Members	Ex-officio Members	Co-opted Members	Proposed Places			
				LAB	CON	L/D	GP
<u>Ordinary Committees</u>							
Accounts and Audit	9	-	1	6	2	1	0
Employment	9	-	-	6	2	1	0
Planning and Development Management	13	-	-	8	3	1	1
Licensing *	15	-	-	10	3	1	1
Standards	11	-	5^^	7	2	1	1
Scrutiny	11	2#	-	7	2	1	1
Health Scrutiny	11	2#	-	7	2	1	1
Children and Young Peoples Scrutiny	11	2#	5^	8	2	0	1
POLITICALLY BALANCED PLACINGS (excluding other Committees)	90	6	11	59	18	7	6
<u>Other Committee(s)</u>							
Health and Wellbeing Board**	5	-	16^^	3	1	1	0
OVERALL PLACINGS	95	6	27	62	19	8	6

* Committees for which political balance rules may be disapplied

** Committee for which political balance rules do not apply

The Chairmen of the three Scrutiny Committees shall be appointed as ex-officio non-voting members on each of the other Committees. (Temporarily suspended)

^ 2 Church and 3 Parent-Governor representatives

^^ 2 Parish representatives and 3 Independent members

^^ Corporate Director of Children, Families and Wellbeing, Corporate Director of Adult Services, Director of Public Health plus 13 External Partners

ACCOUNTS AND AUDIT COMMITTEE

Statement of Purpose

The purpose of the committee is to provide independent assurance of the adequacy of the risk management framework and the associated control environment, independent scrutiny of the Authority's financial and non financial performance to the extent that it affects the Authority's exposure to risk and weakens the control environment, and to oversee the financial reporting process.

Composition

Membership of the Audit and Accounts Committee shall comprise 9 Members, be politically balanced and shall not include any Members of the Executive. A non voting member, with appropriate skills and experience, may be co-opted on to the Committee with the approval of the Council.

Terms of Reference

Internal and External Audit

- a) Review and approve (but not direct) the Internal Audit Charter and Strategy, including internal audit resourcing.
- b) Review and approve (but not direct) the annual Internal Audit work programme. Consider the proposed and actual Internal Audit coverage and whether this provides adequate assurance on organisations main business risks, review the performance of Internal Audit.
- c) Receive summary internal audit reports and seek assurance on the adequacy of management response to internal audit advice, recommendations and action plans.
- d) Review arrangements made for cooperation between Internal Audit, External Audit and other review bodies and ensure that there are effective relationships which actively promote the value of the audit process.
- e) Receive the Annual Internal Audit report and opinion.
- f) Review and consider proposed and actual External Audit coverage and its adequacy and consider the reports of external audit and inspection agencies.
- g) Receive updates from External Audit on External Audit findings and opinions (including the audit of the annual financial statements and the value for money conclusion) and seek assurance on the adequacy of management response to External Audit advice, recommendations and action plans.

Risk Management

- a) Review the adequacy of arrangements for identifying and managing the organisation's business risks, including partnerships with other organisations. This includes review of the Council's risk management policy and strategy and their implementation.

- b) Review the robustness of the strategic risk register and the adequacy of associated risk management arrangements.
- c) Receive and consider regular reports on the risk environment and associated management action.

Internal Control Arrangements, Corporate Governance and the Annual Governance Statement

- a) Review the effectiveness of corporate governance arrangements and internal control across the organisation and the adequacy of action taken to address any weaknesses or control failures.
- b) Conduct a review of the draft Annual Governance Statement (AGS), which is a key assurance statement required to be completed each year in accordance with the Accounts and Audit (Amendment) Regulations 2021.
- c) Approve the final version of the Annual Governance Statement.

Anti - Fraud and Corruption Arrangements

- a) Review and ensure the adequacy of the organisation's Anti – Fraud & Corruption policy and strategy and the effectiveness of their application throughout the Authority.
- b) Review and ensure that adequate arrangements are established and operating to deal with situations of suspected or actual fraud and corruption.

Accounts

- a) Approve the annual Statement of Accounts, including subsequent amendments.
- b) Consider the External Auditor's report on the audit of the annual financial statements.
- c) Be responsible for any matters arising from the audit of the Council's accounts, including the auditor's opinion on the accounts, identification of any misstatements, comments on the accounting and internal control systems and qualitative aspects of accounting practices and financial reporting.

Access and Reporting

- a) To have the right of access to senior officers and all committees of the Council.
- b) To report directly to the Executive or Council, as appropriate, on matters within these terms of reference.

Delegation

In exercising the power and duties assigned to the Committee in its terms of reference, the Audit and Accounts Committee shall have delegated power to resolve and to act on behalf of and in the name of the Council.

EMPLOYMENT COMMITTEE

The Employment Committee shall consist of at least 9 members and be established in accordance with the political balance of the Council and shall have a quorum of 3 members.

The Employment Committee shall meet at least quarterly and also when convened by the Monitoring Officer.

Terms of Reference

1. To determine and keep under review collective and corporate terms and conditions of employment.
2. To approve the Council's draft Pay Policy Statement prior to recommendation to full Council for approval and adoption.
3. To keep under review the consistent and lawful application of the Councils Pay Policy and publication requirements in respect of transparency of pay, termination payments and audit responsibilities.
4. Except in exceptional circumstances, to approve the job description, salary and benefits for Chief Officers prior to appointment.

(exceptional circumstances to be determined by the Proper Officer in consultation with the Chair of the Employment Committee.)

5. To approve any decisions for the re engagement or reemployment of former Chief Officers.
6. To consider and determine decisions about the recovery of exit payments or overpayment of pension for Chief Officers.
7. To consider any matter referred to the Committee by the Head of Paid Service or Corporate Director of People.
8. To consider, approve and adopt any new or significant revision to existing corporate human resources strategies and policies in so far as they relate to the appointment, terms and conditions of employment and dismissal of staff.
9. To determine any other matters relating to the appointment, terms and conditions of employment, severance and dismissal of staff which are neither covered by policies of the Council, required to be decisions of full Council nor delegated to Officers under the Scheme of Delegation.
10. To review proposals for severance payments in excess of £100,000 prior to consideration of the proposals by full Council.

Delegation

The Executive Member with responsibility for Strategic HR and the Corporate Director of People will notify/keep the Employment Committee informed of all other relevant HR related issues, as required.

In exercising the above powers and responsibilities, the Employment Committee shall have delegated power (subject to Council Procedure Rule 9 - Call-in of Decisions taken under Delegated Powers) to make decisions on behalf of the Council, except for any matter where:

- the Head of the Paid Service determines the matter should be considered by full Council, or
- the Council has resolved to determine the matter

[Note: The Committee may itself determine not to exercise its delegated powers and instead make recommendations to Council.]

LICENSING COMMITTEE

Terms of Reference

1. To exercise the Council's licensing functions under the Licensing Act 2003 with the exception of any function conferred on the Council under Section 5 of the Act (statement of licensing policy).
2. In respect of each 5 year period, in consultation with the Executive, to formulate or prepare for approval by the Council its policy with respect to the exercise of its licensing functions under the Licensing Act 2003.
3. To keep the policy with respect to the exercise of its licensing functions under the Licensing Act 2003 under review and recommend any revisions to the policy to the Council.
4. To exercise the Council's licensing functions under the Gambling Act 2005 with the exception of any function conferred on the Council under Section 349 of the Act (statement of licensing policy).
5. To exercise powers in relation to the following functions as specified in Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000:
 - (i) all licensing and registration functions except those relating to town and country planning and the regulation of the use of the highway;
 - (ii) functions under any 'relevant statutory provision' within the meaning of Part I of the Health and Safety at Work Act 1974, to the extent that those functions are discharged otherwise than in the Council's capacity as employer; and
 - (iii) associated functions under any local Act.
6. To establish one or more Sub-Committees under Section 10(1) of the Licensing Act 2003 and Section 154 of the Gambling Act 2005 consisting of three members of the Licensing Committee for the discharge of functions exercisable by the Committee under the Licensing Act 2003 and the Gambling Act 2005. The functions to be exercised by the Sub-Committees include the functions set out at Appendix 1 and Appendix 2. Licensing Act and Gambling Act Sub-Committees shall be chaired in accordance with the protocol set out at Appendix 3.
7. To establish a Safety at Sports' Grounds Sub-Committee consisting of three Members of Council to oversee the exercise of the Council's functions in relation to safety at sports' grounds.
8. To establish a Public Protection Sub-Committee for the discharge of all other licensing, registration and regulatory functions within the terms of reference of the Licensing Committee not covered by the sub-committees in paragraphs 6 and 7 above. That in establishing a Public Protection Sub-Committee this is to be a Sub-Committee of 9 Members (5:3:1) with up to 5 substitute Members for the Sub-Committee Members being allowed (3:2:0). The substitute Members for the Sub-Committee can only be nominated from the membership of the Licensing Committee.

Delegation

In exercising the power and duties assigned to them in their terms of reference, the Licensing Committee shall have delegated power to resolve and to act on behalf of and in the name of the Council.

Appendix 1 to the Licensing Committee's Terms of Reference

Delegated Functions

Licensing Act

TABLE OF DELEGATED FUNCTIONS

Matter to be dealt with	Full Committee	Sub Committee	Officers
Application for personal licence		If a police objection is made	If no objection is made
Application for personal licence with unspent convictions		All Cases	
Application for premises licence/club premises certificate		If a relevant representation is made	If no relevant representation is made
Application for provisional statement		If a relevant representation is made	If no relevant representation is made
Application to vary premises licence/club premises certificate		If a relevant representation is made	If no relevant representation is made
Application to vary designated premises supervisor		If a police objection is made	All other cases
Request to be removed as designated premises supervisor			All cases
Application for transfer of premises licence		If a police objection is made	All other cases
Application for interim authorities		If a police objection is made	All other cases
Application to review premises licence/club premises certificate		All cases	
Decision to Serve Counter Notice to Temporary Event Notice		All cases	

Appendix 2 to the Licensing Committee's Terms of Reference

Delegated Functions

Gambling Act

TABLE OF DELEGATED FUNCTIONS

Matter to be dealt with	Full Council	Sub-Committee of Licensing Committee	Officers
Final approval of three year licensing policy	X		
Policy not to permit casinos	X		
Fee setting (when appropriate)			X
Application for premises licences		Where representations have been received and not withdrawn	Where no representations received/representations have been withdrawn
Application for a variation to a licence		Where representations have been received and not withdrawn	Where no representations received/representations have been withdrawn
Application for a transfer of a licence		Where representations have been received from the Commission	Where no representations received from the Commission
Application for a provisional statement		Where representations have been received and not withdrawn	Where no representations received/representations have been withdrawn
Review of a premises licence		X	
Application for club gaming/club machine permits		Where objections have been made (and not withdrawn)	Where no objections made/objections have been withdrawn
Cancellation of club gaming/club machine permits		X	
Application for other permits			X
Cancellation of licensed premises gaming machine permits			X
Consideration of temporary use notice			X
Decision to give a counter notice to a temporary use notice		X	

Appendix 3 to the Licensing Committee's Terms of Reference

List of proposed Chairs

Name	Order of Priority
Chair of Licensing Committee	1
Vice-Chair of Licensing Committee	2
Opposition Spokesperson for Licensing Committee	3
Member of Licensing Committee	4
Member of Licensing Committee	5

Note: the order of priority is applicable when more than one chair is a member of the same Sub-Committee.

PLANNING AND DEVELOPMENT MANAGEMENT COMMITTEE

Terms of Reference

1. To exercise powers in relation to planning and development management over development proposals in the Borough in the context of Government and Council policies and guidance in order to maintain and improve the quality of life and the natural and built environment of the Borough.
2. To exercise powers in relation to the following functions as specified in schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000, as amended:
 - (i) town and country planning;
 - (ii) the protection and registration of common land or town and village greens and to register the variation of rights of common; and
 - (iii) the exercise of powers relating to the regulation of the use of highways.
3. To exercise powers under Section 101 of the Local Government Act 1972 in respect of the discharge of functions under the Planning Acts to any other local authority.

Delegation

In exercising the power and duties assigned to them in their terms of reference, the Planning and Development Management Committee shall have delegated power to resolve and to act on behalf of and in the name of the Council.

STANDARDS COMMITTEE

Terms of Reference

1. To promote and maintain high standards of conduct.
2. To make recommendations to Council on the council's code of conduct and its register of interests.
3. To determine by way of its Hearing Panel whether a breach of the code has occurred; if so, whether to take any action and, if so, what action to take.
4. To determine appeals from the Monitoring Officer's decision on dispensations.

Delegation

In exercising the power and duties assigned to the Committee in its terms of reference, the Standards Committee shall have delegated power to resolve and to act on behalf of and in the name of the Council.

SCRUTINY COMMITTEE

Terms of Reference

1. To act as the Council's Overview and Scrutiny Committee and Crime and Disorder Committee for the purposes of all relevant legislation including, but not limited to, the Local Government Act 2000 (as amended), and Police and Justice Act 2006.

General Role

2. Subject to statutory provision, to review and scrutinise decisions made or actions taken in connection with the discharge by the Council of its functions and by relevant partner authorities.
3. In relation to the above functions:
 - a) to make reports and/or recommendations to the full Council, Executive of the Council, any joint committee or any relevant partner authority as appropriate
 - b) to consider any matter affecting the area or its inhabitants
4. In relation to any function within the remit of this Committee:-
 - a) as set out in (b) below to exercise the power to call in, for reconsideration, executive decisions made but not yet implemented set out in Section 21(3) of the Local Government Act 2000.
 - b) The call-in of an executive decision is to be exercised as follows:-
 - i) the decision must not have been designated as urgent by the decision taker
 - ii) the request to call in a decision must be made within 5 working days of the decision being published
 - iii) any 3 members of an overview and scrutiny committee or select committee can ask the Chair of this Committee or, in his/her absence, the Vice-Chair to call in an executive decision
 - iv) in deciding whether or not to approve the request to call in a decision, the Chair or Vice-Chair may consult the Vice-Chair and the chairs of the Select Committees as appropriate
 - v) if the Chair, or Vice-Chair as appropriate, approve the call in of a decision the request to call in the decision must be made to the Chief Executive within the timescale set out in (ii) above
 - vi) the Chair may decide, after consulting as appropriate, to call in a decision whether or not a request under (iii) has been received.
5. To put in place and maintain a system to ensure that referrals from overview and scrutiny to the Executive, either by way of report or for reconsideration, are managed efficiently and do not exceed the limits set out in the Constitution.

6. At the request of the Executive, to make decisions about the priority of referrals made in the event of reports to the Executive exceeding limits in the Constitution, or if the volume of such reports creates difficulty for the management of executive business or jeopardises the efficient running of Council business.
7. To report annually to full Council on its workings, set out their plans for future work programmes and amended working methods if appropriate.

Specific functions

8. Maintain a strategic overview of progress towards the achievement of the ambitions and priorities within Trafford's Sustainable Community Strategy.
9. Identify the Committee's strategic priorities and determine the Overview and Scrutiny work programme to facilitate constructive evidence based critical-friend challenge to policy makers and service providers within the resources available.
10. Assist and advise the Council in the continued development of the Overview and Scrutiny function within Trafford.
11. Receive, consider and action as appropriate requests:
 - a) from the Executive in relation to particular issues; and
 - b) on any matters properly referred to the Committee
12. Identify areas requiring in-depth review and allocate these to an appropriate Topic Group. The Committee in consultation with the leader of the relevant Topic Group will set the terms of reference, scope and time frame for the review by the Topic Group.
13. In relation to the terms of reference of the Committee it may:
 - a) assist the Council and the Executive in the development of its budget and policy framework by in-depth analysis of policy issues;
 - b) review and scrutinise the decisions made by and performance of the Executive and/or committees and Council officers both in relation to individual decisions and over time;
 - c) review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
 - d) review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the overview and scrutiny committee and local people about their activities and performance;
 - e) conduct research, community and other consultation as it deems appropriate in the analysis of policy issues and possible options;
 - f) question and gather evidence from any other person with their consent.
 - g) consider and implement mechanisms to encourage and enhance community participation in the development of policy options;

- h) question members of the Executive and/or committees, senior officers of the Council and representatives of relevant partner authorities on relevant issues and proposals affecting the area and about decisions and performance;
- i) liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working; and
- j) undertake any other activity that assists the Committee in carrying out its functions.

Delegation

14. The Scrutiny Committee shall have all delegated power to exercise the power and duties assigned to them in their terms of reference.

HEALTH SCRUTINY COMMITTEE

Terms of Reference

1. To act as the Council's Overview and Scrutiny Committee for the purposes of all relevant legislation including, but not limited to the Health and Social Care Act 2001 and the National Health Service Act 2006.
2. All health scrutiny powers provided under the Health and Social Care Act 2001 are delegated to the Health Scrutiny Committee.
3. The Health Scrutiny Committee will have the power to refer a proposed substantial variation in service delivery to the Secretary of State. If the Committee wish to exercise this power, then this must also be agreed by the Chair of the Scrutiny Committee who will be an ex-officio member of the Health Committee and will hold the power of veto in respect of any proposed referral of a substantial variation to the Secretary of State.

General Role

4. Subject to statutory provision, to review and scrutinise decisions made or actions taken in connection with the discharge by the Council of its functions and by relevant partner authorities in relation to health and well-being issues.
5. In relation to the above functions:
 - a) to make reports and/or recommendations to the full Council, Executive of the Council, any joint committee or any relevant partner authority as appropriate
 - b) to consider any matter affecting the area or its inhabitants
6. To put in place and maintain a system to ensure that referrals from the Health Scrutiny Committee to the Executive, either by way of report or for reconsideration, are managed efficiently and do not exceed the limits set out in the Constitution.
7. At the request of the Executive, to make decisions about the priority of referrals made in the event of reports to the Executive exceeding limits in the Constitution, or if the volume of such reports creates difficulty for the management of executive business or jeopardises the efficient running of Council business.
8. To report annually to full Council on its workings, set out their plans for future work programmes and amended working methods if appropriate.

Specific functions

9. Maintain a strategic overview of progress towards the achievement of the ambitions and priorities within Trafford's Sustainable Community Strategy in relation to health and well-being matters.
10. Identify the Committee's strategic priorities and determine the Overview and Scrutiny work programme to facilitate constructive evidence based critical-friend challenge to policy makers and service providers within the resources available.
11. Assist and advise the Council in the continued development of the Overview and Scrutiny function within Trafford.

12. Receive, consider and action as appropriate requests:
 - a) from the Executive in relation to particular issues; and
 - b) on any matters properly referred to the Committee
13. Identify areas requiring in-depth review and allocate these to an appropriate Topic Group. The Committee in consultation with the leader of the relevant Topic Group will set the terms of reference, scope and time frame for the review by the Topic Group.
14. In relation to the terms of reference of the Committee it may:
 - a) assist the Council, Executive and shadow Health and Well-being Board in the development of its budget and policy framework by in-depth analysis of policy issues;
 - b) review and scrutinise the decisions made by and performance of the Executive and/or committees and Council officers both in relation to individual decisions and over time;
 - c) review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
 - d) review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the overview and scrutiny committee and local people about their activities and performance;
 - e) conduct research, community and other consultation as it deems appropriate in the analysis of policy issues and possible options;
 - f) question and gather evidence from any other person with their consent.
 - g) consider and implement mechanisms to encourage and enhance community participation in the development of policy options;
 - h) question members of the Executive and/or committees, senior officers of the Council and representatives of relevant partner authorities on relevant issues and proposals affecting the area and about decisions and performance;
 - i) liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working; and
 - j) undertake any other activity that assists the Committee in carrying out its functions.

Delegation

15. The Health Scrutiny Committee shall have all delegated power to exercise the power and duties assigned to them in their terms of reference.

CHILDREN AND YOUNG PEOPLE'S SCRUTINY COMMITTEE

Terms of Reference

1. The Committee will be responsible for the review and scrutiny of decisions made or actions taken in connection with the provision, planning and management of education in the borough of Trafford and, in particular, all of the functions of the Council as an education authority under the Education Acts, School Standards and Framework Act 1998 and all other relevant legislation in force from time to time. Co-opted Members will be appointed to discuss education matters and will attend the Scrutiny Committee when they consider education matters.
2. To review and scrutinise decisions made or actions taken in connection with:
 - (a) the provision, planning and management of children's and young people's services and community lifelong learning in the borough of Trafford;
 - (b) all functions of the council insofar as they relate to the provision of opportunities for education, training and learning outside the school environment, including pre-school, adult and community learning.
3. The development of the council's LEA Strategic Plan (incorporating the Education Development Plan) and the Early Years Development Plan.

General Role

4. Subject to statutory provision, to review and scrutinise decisions made or actions taken in connection with the discharge by the Council of its functions and by relevant partner authorities.
5. In relation to the above functions:
 - (a) to make reports and/or recommendations to the full Council, Executive of the Council, any joint committee or any relevant partner authority as appropriate.
 - (b) to consider any matter affecting the area or its inhabitants.
6. To put in place and maintain a system to ensure that referrals from the Children and Young People's Scrutiny Committee to the Executive, either by way of report or for reconsideration, are managed efficiently and do not exceed the limits set out in the Constitution.
7. At the request of the Executive, to make decisions about the priority of referrals made in the event of reports to the Executive exceeding limits in the Constitution, or if the volume of such reports creates difficulty for the management of executive business or jeopardises the efficient running of Council business.
8. To report annually to full Council on its workings, set out their plans for future work programmes and amended working methods if appropriate.

Specific functions

9. Identify the Committee's strategic priorities and determine the Overview and Scrutiny work programme to facilitate constructive evidence based critical-friend challenge to policy makers and service providers within the resources available.
10. Assist and advise the Council in the continued development of the Overview and Scrutiny function within Trafford.
11. Receive, consider and action as appropriate requests:
 - (a) from the Executive in relation to particular issues; and
 - (b) on any matters properly referred to the Committee.
12. Identify areas requiring in-depth review and allocate these to an appropriate Topic Group. The Committee in consultation with the leader of the relevant Topic Group will set the terms of reference, scope and time frame for the review by the Topic Group.
13. In relation to the terms of reference of the Committee it may:
 - (a) assist the Council and the Executive in the development of its budget and policy framework by in-depth analysis of policy issues;
 - (b) review and scrutinise the decisions made by and performance of the Executive and/or committees and Council officers both in relation to individual decisions and over time;
 - (c) review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
 - (d) review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the overview and scrutiny committee and local people about their activities and performance;
 - (e) conduct research, community and other consultation as it deems appropriate in the analysis of policy issues and possible options;
 - (f) question and gather evidence from any other person with their consent.
 - (g) consider and implement mechanisms to encourage and enhance community participation in the development of policy options;
 - (h) question members of the Executive and/or committees, senior officers of the Council and representatives of relevant partner authorities on relevant issues and proposals affecting the area and about decisions and performance;
 - (i) liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working; and
 - (j) undertake any other activity that assists the Committee in carrying out its functions.

Delegation

The Children and Young People's Scrutiny Committee shall have all delegated power to exercise the power and duties assigned to them in their terms of reference.

APPOINTMENTS AND APPEALS PANEL (EMPLOYMENT MATTERS) (THE “PANEL”)

To act as the Council’s appeals body regarding appeals other than those for which specific arrangements have been established.

All elected members of the authority shall be eligible to be appointed as a Panel member. Smaller numbers of members will constitute individual panels.

The Appointment and Appeals Panel shall be constituted by the Monitoring Officer, unless a matter relates to the appointment, terms and conditions of employment, severance or dismissal of the Monitoring Officer in which case it shall be constituted by the Proper Officer, in accordance with relevant conditions of service and employment procedures, including Joint Negotiating Conditions (JNC) of Service in respect of Chief Officers.

Unless otherwise determined by the Monitoring Officer, all Panels constituted for the purposes of staff appointments and related matters shall be constituted in accordance with the political balance of the Council and will have a membership of at least 3, except when constituted for Investigating and Disciplinary functions when the minimum shall be 5.

The Panel shall:

- act as the Council’s appeals body regarding appeals other than those for which specific arrangements have been established;
- be (except in exceptional circumstances) responsible for staff appointments and related matters regarding short-listing and interview of external and internal applicants and appointments of Corporate Directors and Directors (Statutory and Non-Statutory Chief Officers and Deputy Chief Officers as defined in the Officer Employment Procedure Rules) in accordance with the Officer Employment Procedure Rules;
- short-listing applicants and appointments of Joint Council / Trafford Clinical Commissioning Group Director level posts. Appointment panels to consist of one member from each political party and 2 from the Governing Body;
- except in exceptional circumstances, approve the interim appointment of Chief Officers;
- act as an investigatory and disciplinary Panel in accordance with the Local Authorities (Standing Orders) (England) Regulations 2001, as amended in 2015 and JNC Conditions of Service and the Appendix to the Officer Employment Procedure Rules;
- be responsible for appeals in accordance with the disciplinary and grievance procedures;
- be responsible for appeals by employees against grading.

For meetings of Appointment and Appeal Committees the quorum shall be as follows:

- (i) for a committee comprising 3 members the quorum shall be 2;
- (ii) for a committee comprising 5 members the quorum shall be 3;
- (iii) in all other cases the quorum shall be 4.

HEALTH AND WELLBEING BOARD

Terms of Reference

1. To provide strong leadership and direction of the health and wellbeing agenda by agreeing priority outcomes for health and wellbeing.
2. To develop a shared understanding of the needs of the local population and lead the statutory Joint Strategic Needs Assessment (JSNA).
3. To seek to meet those needs by producing a Joint Health and Wellbeing Strategy for Trafford and ensure that it drives commissioning of relevant services.
4. To drive a genuine collaborative approach to commissioning of improved health and care services which improve the health and wellbeing of local people and reduces health inequalities.
5. To promote joined-up commissioning plans across the NHS, social care and public health.
6. To have oversight of local Clinical Commissioning Group (CCG) and local authority commissioning plans.
7. To operate as a thematic partnership within the context of the Sustainable Community Strategy Trafford 2021 and align its work to the Trafford Partnership in that capacity.
8. To improve local Democratic accountability and engage with the Health and Wellbeing Forum which includes Trafford residents, service providers and other key stakeholders to understand health and wellbeing needs in Trafford.
9. To monitor and review the delivery of health and wellbeing improvements and outcomes through robust performance monitoring.

TRAFFORD COUNCIL

MEMBERSHIP OF COMMITTEES 2022/23

Notes on Membership:

(1) The Council Membership is nominated by the Leader of the Council.

(2) The Chair for the Health and Wellbeing Board will rotate on an annual basis between Trafford Council and NHS Trafford Clinical Commissioning Group.

(3) * Denotes that this position must be represented on the HWB as per the Health and Social Care Act 2012 (Note: at least one Councillor, one member of each relevant CCG, a representative of the local Healthwatch organisation plus any other members considered appropriate by the Council, must be appointed.)

COMMITTEE		NO. OF MEMBERS	
HEALTH AND WELLBEING BOARD		5	
		(plus *Corporate Director of Children Services, Corporate Director of Adult Services, *Director of Public Health and 13 External Partners)	
LABOUR GROUP	CONSERVATIVE GROUP	LIBERAL DEMOCRATS GROUP	GREEN PARTY GROUP
Councillors:	Councillors:	Councillors:	Councillors:
Executive Member for Health, Wellbeing and Equalities	Shadow Executive Member for Health, Wellbeing and Equalities	Jane Brophy	
Executive Member for Adult Social Care			
Executive Member for Children's Services			
TOTAL	3	1	0

Membership of the Health and Wellbeing Board shall also comprise of:

- NHS Trafford Clinical Commissioning Group (3 representatives: Chair, Chief Operating Officer and Clinical Director/Representative)
- Chair of Health Watch
- Third Sector (2 representatives)
- Independent Chair Local Safeguarding Board
- Chair of the Safer Trafford Partnership - GMP
- Chair of the Trafford Sports and Physical Activity Partnership
- Chief Executive Officers of health care providers (2): (Manchester University NHS Foundation Trust and Greater Manchester West Mental Health NHS Foundation Trust)
- Greater Manchester Fire and Rescue Service Representative
- Greater Manchester Health and Social Care Partner Representative

TRAFFORD COUNCIL

Report to: Annual Meeting of the Council
Date: 25 May 2022
Report for: Decision
Report of: Monitoring Officer / Director of Legal and Governance

Report Title

Timetable of Council and Committee Meetings

Summary

To formally adopt a timetable of Council and Committee meetings for the 2022/23 municipal year.

Recommendation(s)

That the timetable of Council and Committee meetings for the 2022/23 municipal year be approved, as set out in Appendix 1 to this report.

Contact person for access to background papers and further information:

Name: Ian Cockill
Extension: 1387

Background Papers:

None

Implications

Relationship to Policy Framework/Corporate Priorities	Adoption of a timetable of meetings will enable key decisions to be programmed that will assist in the delivery of the Policy Framework and the Council's Corporate Priorities.
Financial	There are no significant financial implications arising from this report.
Legal Implications:	In accordance with the Local Government Act 1972 (as amended), the Council is required to give public notice of meetings of the Council and its committees.
Equality/Diversity Implications	None
Sustainability Implications	None
Carbon Reduction	None
Staffing/E-Government/Asset Management Implications	None
Risk Management Implications	None
Health and Safety Implications	None

1. Purpose of Report

- 1.1 To formally adopt a timetable of Council and Committee meetings for the 2022/23 municipal year. The timetable and frequency of meetings is set out at Appendix 1 to the report.
- 2.2 Each year at the Annual Meeting the Council constitutes its Committees and is presented with a timetable of meetings for the forthcoming year. A provisional meetings timetable was agreed at Council on 23 March 2022 to provide a framework from which Members and officers could plan accordingly and ensure that the Council's decision-making processes continued to operate on a planned basis.

2. Recommendation

- 2.1 The Council is requested to approve a programme of meetings for the 2022/2023 municipal year.

<u>Key:</u>	<u>Full Name & Additional Information</u>
A&A	= Accounts and Audit Committee (6.30 p.m.)
CPB	= Corporate Parenting Board (4.00 p.m. - 6.00 p.m.)
CYPS	= Children and Young Peoples Scrutiny Committee (6.30 p.m.)
Council	= Council (7.00 p.m.)
Executive	= Executive (6.30 p.m.)
Health	= Health Scrutiny Committee (6.30 p.m.)
JCP/Employ	= Joint Consultative Panel / Employment Committee (following on from JCP at 4.30 p.m.)
One Trafford	= One Trafford Partnership Board (5.00 p.m.)
Partnership (inc. HWB)	= Trafford Partnership Day (which includes Health & Wellbeing Board/Strong Communities Board/Inclusive Growth Board/Trafford Partnership Board) - 2021/22 dates to be confirmed Health & Wellbeing Board (9.30 a.m. - 12.00 p.m.) Trafford Partnership Board (1.30 p.m. - 3.30 p.m.)
Planning	= Planning & Development Management Committee (6.30 p.m.)
PP Sub	= Public Protection Sub-Committee (6.30 p.m.)
Scrutiny	= Scrutiny Committee (6.30 p.m.)
Standards	= Standards Committee (6.30 p.m.)
STAR	= STAR Joint Committee (10.00 a.m. - 11.30 a.m.)
ASR	= Annual Review of Scrutiny (6pm)
(IR)	= If Required

TRAFFORD COUNCIL

Report to: Annual Meeting of the Council
Date: 25 May 2022
Report for: Information
Report of: Director of Legal and Governance

Report Title

**EXECUTIVE DECISIONS TAKEN UNDER SPECIAL URGENCY
(REGULATION 11) PROVISIONS**

Summary

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 provide that a report should be made periodically to Council on Executive Key Decisions which have been taken under the Special Urgency provisions set out in Regulation 11. The purpose of this report is to provide this information to Council.

Recommendation(s)

That the content of the report be noted.

Contact person for access to background papers and further information:

Name: Ian Cockill
Extension: 1387

Background Papers: None

1.0 Background

- 1.1 Under the terms of Regulation 19 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, which came into effect in September 2012, a report should be made periodically to Council on those Executive Key Decisions which have been taken under the Special Urgency provisions set out in Regulation 11.
- 1.2 The following table gives details of the relevant decisions since the last report to Council on 26 May 2021:

Decision:	Date	Decision Maker
Household Support Fund	20 October 2021	Executive Member for Finance and Governance
Urgent Measures in relation to the Council's duties under the Care Act 2014	8 January 2022	Leader of the Council
Household Support Fund Extension	5 April 2022	Executive Member for Finance and Governance
Council Tax Energy Rebate Scheme 2022-23	7 April 2022	Executive Member for Finance and Governance

TRAFFORD COUNCIL

Report to: Council
Date: 25th May 2022
Report for: Decision
Report of: Executive Member for Finance & Governance

Report Title

Proposed changes to the Council's Senior Leadership arrangements as a consequence of the establishment of the Integrated Health and Care System following the passing of the Health and Care Act 2022.

Summary

This paper outlines the proposals to create the role of a Place Based Lead for Health and Care Integration (PBL) who will drive the establishment of Integrated Care Systems in each locality following the passing of the Health and Care Act 2022.

Each of the 10 Districts in GM are required to nominate an individual to this role. For Trafford it is proposed that the PBL should be the Trafford Council Chief Executive.

It also sets out the proposal that the Corporate Director of Strategy & Resources continues to act as deputy to the Chief Executive in order to provide additional support and leadership stability for the council as we embark on the implementation of new delivery models for locality health and care services.

Recommendation(s)

It is recommended that Council:-

- 1. Approves the proposed changes to the job description, supported by Employment Committee, to the role profile of the Chief Executive to incorporate the duties as Place Based Lead (PBL) for Health and Care Integration, arising by virtue of proposals for the integration of health and social care pursuant to the Health and Care Act 2022.**
- 2. Approves a revised salary for the Chief Executive of £182,081 per annum supported by Employment Committee, in recognition of the extension of the duties and responsibilities which will be covered by the role.**
- 3. Approves the salary level of £145,145 per annum for the Corporate Director of Strategy and Resources in recognition of the additional duties arising by virtue of the decision that she should continue to act as Deputy to the Chief Executive, supported by Employment Committee.**
- 4. Notes that the GM Integrated Care Board ("ICB") has indicated that it will look to appoint a senior delivery lead to support the PBL in the delivery of**

the NHS functions and who is proposed to be jointly accountable to the ICB and to the Trafford Council Chief Executive.

- 5. Notes that the proposed arrangements for the Place Based Lead are proposed as a holding position while the governance arrangements for integrating health and care continue to evolve and be clarified; and**
- 6. Notes that the proposed Place Based Lead arrangements are due to be reconsidered by the Trafford Locality Board in December 2022 and that there will be a further report to Employment Committee and/or Council following that review.**

Contact person for access to background papers and further information:

Name: Angela Beadsworth
 Extension: 1291

Background Papers: Report to Employment Committee 16th May 2022

Implications:

Relationship to Corporate Priorities	The proposed changes to the senior Management team will strengthen the team and enable it to fully support delivery of services in line with the Council's Strategic Framework and the Corporate Priorities. In particular this will support the work in relation to the Corporate Priority of reducing health inequalities.
Relationship to GM Policy or Strategy Framework	This paper outlines the proposals to create the role of a Place Based Lead for Health and Care Integration (PBL) who will drive the establishment of Integrated Care Systems in each locality under the provisions of the Health and Care Bill 2021.
Financial	The proposal is fully funded.
Legal Implications	The Council is required to approve the appointment of the Head of Paid Service. In this instance it is proposed that the role profile for the Head of Paid Service is changed in order to accommodate the new role as Place Based Leader under the proposals for the integration of Health and Care under the Health and Social Care Bill 2021. This involves a revision of the job description and an increase to the salary to be paid. The Council is also required to approve all salary and benefits packages in excess of £100,000 on recommendation from the Employment Committee.
Equality/Diversity Implications	We continuously strive to be inclusive and are committed to creating an environment that values and respects the diversity and richness that differences bring. By being inclusive, we can then better understand our residents and businesses and, in turn, serve them better
Sustainability Implications	None
Carbon Reduction	None

Staffing/E-Government/Asset Management Implications	The proposed arrangements will strengthen the Senior Leadership team allowing it to take on the additional roles and responsibilities which are required to be addressed by virtue of changes will come into effect when the Health and Care Bill is enacted.
Risk Management Implications	The arrangements proposed will strengthen the leadership team and will mitigate the risks that would arise if steps were not taken to provide additional support to take on the expanded duties and responsibilities.
Health and Safety Implications	None

1.0 Background

1.1 This paper outlines the proposals to create the role of a Place Based Lead for Health and Care Integration (PBL) who will drive the establishment of Integrated Care Systems in each locality under the provisions of the Health and Care Bill 2021. Each of the 10 Districts in GM will be required to nominate an individual to this role. For Trafford it is proposed that the PBL should be the Trafford Council Chief Executive.

1.2 The proposed duties and responsibilities of the PBL are set out in a GM Accountability Framework and summarised in this report.

1.3 The report details the proposed establishment of a Place Executive Delivery role appointed by the GM Integrated Care Board. It also sets out the proposal that the Corporate Director of Strategy & Resources continues to act as deputy to the Chief Executive in order to provide additional support and leadership stability for the council as we embark on the implementation of new delivery models for locality health and care services.

1.4 Changes to the remuneration for the Chief Executive and the Corporate Director of Strategy and Resources are set out in the report

2.0 The Proposals for the Integration of Health and Care and the creation of the PBL Role

2.1 We have all seen that in recent years, our health and care system has needed to adapt and evolve to meet the challenges of not only our population growing in size, people are also living longer but suffering from more long-term conditions. One in 3 patients admitted to hospital as an emergency has 5 or more health conditions, up from one in ten a decade ago. While smoking rates may be decreasing; diabetes, obesity, dementia and mental health issues are on the rise. Faced with these challenges, as well as those from COVID-19, the case couldn't be clearer for joining up and integrating care around people rather than around institutional silos – care that focuses not just on treating particular conditions, but also on lifestyles, on healthy behaviours, prevention and helping people live more independent lives for longer. We need different parts of our health and care system to work together to provide high quality health and care, so that we live longer, healthier, active and more independent lives.

2.2 In Trafford we have a sixteen-year inequality or difference gap in respect of Healthy Life Expectancy (HLE) between our most affluent and most deprived communities. Tackling the health inequalities across the Borough is one of the Council's three corporate priorities. It is recognised that in order to improve HLE we

need a focus on preventing poor health and promoting wellbeing as this will reduce health and social care costs and enhance resilience, employment and social outcomes. The actions required must address the wider, or social, determinants of health such as poverty, clean air, housing, transport, employment and the environment we live in.

2.3 On 11 February 2021, the Department of Health and Social Care published the White Paper [*Integration and innovation: working together to improve health and social care for all*](#), which set out legislative proposals for a Health and Care Bill.

2.4 At the heart of the changes is a proposal to establish Integrated Care Systems (ICS) as statutory bodies in all parts of England. Under the 4 proposals, a statutory ICS would be led by two related entities operating at system level (Greater Manchester) – an ‘ICS NHS body’ and an ‘ICS health and care partnership’ – together, these will be referred to as the ICS. In Greater Manchester the NHS body is called the Integrated Care Board (ICB). The target date was originally 1st April 2022 but this has now been delayed to 1st July 2022.

2.5 Integrated care systems (ICSs) are partnerships that bring together providers and commissioners of NHS services across a geographical area with local authorities and other local partners to collectively plan health and care services to meet the needs of their population. The central aim of ICSs is to integrate care across different organisations and settings, joining up hospital and community-based services, physical and mental health, and health and social care.

2.6 The legislative proposals entail significant structural change for NHS commissioning. Clinical Commissioning Group (CCG) functions that currently operate within the 10 localities of GM will move to the GM Integrated Care Board (ICB) from 1st July 2022. This means that all 10 CCGs will be disestablished with the functions transferred into the ICB.

2.7 Trafford is fairly advanced in its consideration of joint working arrangements and there is a genuine shared desire across partner organisations to work together to secure the best possible outcomes for Trafford residents through the further integration of Health and Care functions. There is also a shared recognition as referenced above that in order to secure better outcomes it will be necessary to tackle the wider/social determinants of health. This is reflected in the proposed arrangements for integration which make it clear that health and care outcomes are not just about health and care services, however good or integrated they are.

2.8 There is an established Trafford Locality Board, Co-chaired by the Leader and Dr Muhammad Imran who is the Chair of the NHS Trafford CCG, with agreed Terms of Reference, which will allow for the joint stewardship of aligned budgets. There is a shared recognition of the need to move towards some joint accountabilities and responsibilities in order to enable the locality to address the four aims of the integration process, namely to:-

- Improve outcomes in population health and healthcare.
- Tackle inequalities in outcomes, experience and access.
- Enhance productivity and value for money.
- Help the NHS support broader social and economic development

2.9 The Greater Manchester Health and Social Care Partnership (GMHSCP) issued an Accountability Framework for the PBL role in March 2022. The framework

required each locality to identify a new role as part of NHS GM Integrated Care arrangements, to be known as the Place Based Lead for Health and Care Integration (“the PBL”). The PBL will ensure that Trafford remains a strong and influential component part of the Greater Manchester Integrated Care System.

2.10 The PBL will be responsible for driving the local integration of health and social care and connecting that to wider public services to address the social determinants of health, with the purpose of improving health outcomes, improving the quality of care, reducing health inequalities and maximising the value of public resources.

The PBL will be accountable for:

- ♣ Convening the place-based integrated care partnership, and facilitating priority setting, strategic alignment and decision-making between organisations across multiple sectors.
- ♣ Being the accountable officer for delegations from GM NHS Integrated Care to the place-based partnership.
- ♣ The place-based lead will be a member of the wider system leadership team, and therefore have influence over NHS financial resource allocation across Greater Manchester and specifically within the place they lead.
- ♣ Leading the local GM NHS Integrated Care employed team, and work with partner organisations to develop and support a “one team” approach including purposeful arrangements for effective clinical and professional care leadership across the place.
- ♣ Listening to the voice of our communities - Ensuring our place-based partnerships are developed by listening to the voice and lived experience of our communities
- ♣ Being responsible for the management and deployment of people who are allocated from both GM NHS Integrated care and wider partners to form the place based integrated care team.
- ♣ Ensuring that partners work together to deliver on required outcomes and agreed ambitions.
- ♣ The role will work closely with the statutory officers in NHS Trusts, Adults and Children's Social Care and Public Health to support the full range of contributions to integrated care and population health. The statutory accountabilities of those individuals and their organisations are not affected by the creation of this role.

2.11 The Accountability Framework proposed three options for the PBL role:

1. That the Local Authority Chief Executive should be the PBL;
2. that the PBL should be an individual who is currently employed by NHS Greater Manchester Integrated Care Board; or
3. that the locality proposes an alternative bespoke local solution.

These options were considered by the Trafford Locality Board at its meeting on 12th April 2022 and it was agreed that Trafford should nominate the Trafford Council Chief Executive for the PBL role. This was proposed on the basis that it represented a holding position for Trafford which would enable it to continue to develop its integrated arrangements as the proposals continue to evolve in GM and on a national basis. The arrangements proposed will be subject to review.

2.12 Taking on the accountabilities and responsibilities for the PBL will bring additional responsibilities into the Chief Executive’s role as set out above. It is also anticipated that there will be a dual contractual relationship with the GM ICB. This will require an amendment to the current Job Description and the terms and conditions of

employment for the Chief Executive and a copy of the proposed Job Description is attached in Appendix 1 for information.

2.13 Normally, the approval of the Job Description, pay and benefits package for the Chief Executive and Chief Officers is a function delegated to the Employment Committee. However, given the significance of the changes proposed and recognising that the appointment of the Chief Executive is normally a matter which is reserved to the full Council, the Chief Executive considers that this is a matter which more appropriately should be considered by the full Council.

2.14 In recognition of the proposed extension of the Chief Executive's role it is proposed that an increase in salary of £10,000 to £182,081 per annum for the role would be appropriate. All other benefits attaching to the role remain unchanged.

2.15 A report was considered by Employment Committee on 16th May 2022 and they supported the proposals to a revised salary for the Chief Executive of £182,081 per annum in recognition of the extension of the duties and responsibilities which will be covered by the Place Based Lead role.

2.16 As set out in Para 2.11 above, the arrangements proposed in relation to the PBL appointment represent a 'holding position' due to the fact that the arrangements for health and care integration are still under development both nationally and also within GM. It is expected that we will receive further clarity in terms of functions to be delegated at a local level and in relation to the alignment of different budgets. The TLB has agreed that the PBL arrangements should be reviewed and that they will be considered further by the Board in December 2022.

2.17 Council will therefore note that the arrangements are to that extent of an interim or temporary nature and that a further report will be brought to both the Employment Committee and/or Council setting out the position following review.

3.0 Senior leadership capacity

3.1 It is recognised that for the LA Chief Executive to assume the duties and responsibilities of the PBL this represents a significant increase to the role. It is also recognised that the NHS systems currently within the scope of the CCG's are in many cases a new area of responsibility for chief executives assuming the PBL role. On that basis the Accountability Framework recommended that where the PBL is proposed to be the local authority Chief Executive, they will need to be supported by a senior officer who would also be a member of the ICB locality team. The Framework also suggests that a new role will be established in each locality to deliver the defined activities and that appointments to those roles will probably be made by the NHS Greater Manchester Integrated Care Board.

3.2 In Trafford it is proposed that we should endorse the principle of creating such a supporting role to be carried out as proposed under the Framework. It is a role which will provide key support to the Chief Executive in discharging the PBL role and in particular the delivery of NHS delegated responsibilities. It is anticipated that the role will be an ICB appointment and that this will be on NHS terms. It is currently proposed by the GM ICS that this role will sit on the council's leadership team and report into the Chief Executive through the ICB. Further clarity is needed in order to establish how such an arrangement will work in practice.

3.3 Consideration also needs to be given to support for the Chief Executive from within the senior management team. In that regard, Members will no doubt recall that in June 2021 the Chief Executive, following consultation with the Leader, appointed the Corporate Director of Strategy and Resources to act as her Deputy, knowing that she would be unable to fulfil the role herself for a period of time due to illness. It was originally anticipated that a period of six months would be required in order to also provide cover for a period of phased return.

3.4 The arrangement has continued in place following the Chief Executive's return to full time employment and is considered to work extremely well providing additional capacity, continuity of leadership and stability for the council at an important time in the development of its revised Corporate Priorities, work on the Budget for the coming year and enabled the route to recovery post-Covid.

3.5 The Chief Executive has given the matter due consideration and has consulted with the Leader of the Council and proposes that the Corporate Director of Strategy and Resources should continue to act as her Deputy to provide the additional senior level support which is considered necessary as a consequence of the Chief Executive taking on the additional responsibilities of the PBL.

3.6 Benchmarking has been undertaken across GM to inform the salary remuneration level and a salary level of £143,000 per annum was considered appropriate on that basis pre the 2021/22 pay award. Following application of 8 the 1.5% pay award the proposed salary level to be paid to the Corporate Director of Strategy and Resources during the period which she will now continue as Deputy to the Chief Executive is £145,145 per annum.

3.7 Employment Committee supported the salary level of £145,145 per annum for the Corporate Director of Strategy and Resources in recognition of the additional duties arising by virtue of the decision that she should continue to act as Deputy to the Chief Executive.

4.0 Costs

4.1 The additional salary costs of £39k, including oncosts, will be financed from the resources which will be made available for senior ICB leadership arrangements for Trafford and are estimated to be in the region of £442k. Confirmation of the final amount is still to be confirmed by the ICB. A further report on other senior leadership arrangements will be presented to a future Employment Committee and/or Council.

5.0 Recommendations

5.1 As set out at the front of this report

APPENDIX 1

JOB DESCRIPTION

JOB TITLE: Chief Executive

DEPARTMENT: Corporate Leadership Team

GRADE: SM1

DIRECTLY RESPONSIBLE TO: The Leader of the Council

DIRECTLY RESPONSIBLE FOR: Corporate Directors and GM ICS Delivery Lead

Main Purpose of the Job:

The Chief Executive will provide strong leadership, both for the Council and the communities of Trafford, delivering the Vision and Values. Listening to residents, businesses and customers, the Chief Executive will work to transform services focusing on those things that matter to the local community whilst ensuring the continuation and expansion of Local Strategic Partnerships and raising the Council's profile regionally, nationally and internationally.

As Place Based Lead for the Trafford Locality, responsibility for driving the local integration of health and social care and connecting that to wider public services to address the social determinants of health, with the purpose of improving health outcomes, improving the quality of care, reducing health inequalities and maximising the value of public resources.

Main Duties:

1. Act as the Council's Head of Paid Service as described in the Local Government Housing Act 1989 and the Council's constitution.
2. To ensure that strategic policy objectives of Elected Members are identified and achieved effectively and economically.
3. To represent and promote the Council locally, regionally, nationally and internationally.
4. Ensure the effective governance of the Council and the legality, probity, integrity, proper public accountability and scrutiny of its decision making processes.
5. To provide strategic leadership and direction to employees and partners
6. To drive service improvements and co-ordinate strategies to deliver results and key priorities within the vision, ensuring a clear sense of ambition, direction and purpose.
7. Accountable Officer for delegations from GM NHS Integrated Care to the place-based partnership including financial allocation for the Trafford locality.

Key Accountabilities

Strategic Leadership and Management

1. Act as principal policy adviser supporting Members on the development of the Council's strategic aims and ensure that the Council's policies and priorities are understood, owned and implemented across the organisation
2. To advise the Leader, Executive and Council on appropriate organisational structures to meet the Council's service priorities and ensure that statutory obligations are met within existing resources.
3. To provide decisive, yet mindful leadership for the organisation, establishing a clear model to inspire all employees to promote the values of the Council and present a positive image to the community.
4. Promote a culture of excellence underpinned by performance management and continuous improvement.
5. To lead and develop an effective management team and be responsible for appraisal of team members.
6. To provide leadership to Trafford's programmes of Transformation and service improvement taking into account the agenda at national, regional, sub regional and local level to deliver performance and efficiency improvements.
7. To promote the development of effective policies in response to the changing demands imposed by legislation, other external influences and service demands.
8. To foster, develop and lead effective partnership agreements with both internal and external stakeholders, including Local Partnership working.
9. Provide leadership for the Trafford Locality GM Integrated Care team and working with partners develop a one team approach including purposeful arrangements for effective clinical and professional care leadership across the place.
10. Lead the Council's commitment to community governance and identify opportunities for achieving the Council's objectives through partnership with other people and organisations, developing and promoting such partnerships.

Service Delivery

1. Ensure that services are driven by quality and customer focus, judged on results and determined by the needs of the people and different communities of the area
2. Ensure that the Council has effective long term service planning with focused delivery and action plans which link targets to service objectives and commissioning.
3. Providing a framework within which to challenge service provision, ensuring that effective and efficient services are delivered to the community, through

maximising resources, incorporating best practice and utilising new technology and innovation.

4. Ensure that service delivery is supported by a comprehensive performance management system that tracks the implementation of corporate priorities and objectives.
5. To explore the use of ICT innovations and social media to improve customer service and engagement.

Culture

1. Promote and deliver an organisational culture that is positive, forward looking, results orientated and customer focused.
2. Promote and engender an environment which is supportive, fair and open, encouraging and enabling all staff to meet required performance standards.
3. Promote an environment that also ensures high standards of probity, integrity and customer confidence.
4. Encourage a real sense of ownership of the corporate plans across the organisation, and inspire and motivate all staff to develop the confidence and commitment to achieve objectives and outcomes.
5. Promote continuous improvement, service excellence and equality in the delivery of services and employment.
6. Develop a learning organisation that is not afraid to take measured risks, focuses at all times on the customer and uses its own growth and experience to learn and develop.
7. Demonstrate an open commitment to actively celebrate the rich diversity of the communities of Trafford.

Communications

1. To act as a pro-active ambassador for the Council, creating the mind set for identifying, anticipating and satisfying customer requirements.
2. To work with Elected Members in developing effective communication strategies internally and externally.
3. To facilitate the development of partnership agreements to ensure that the Council and Members are able to effectively fulfil their role in community leadership.
4. Represent the Council at local, regional, national and international level with key stakeholders, including government bodies, local authorities, agencies, local communities, private sector, academic institutions and other organisations.
5. To encourage innovation and creativity, promoting a positive and modern image of the council.
6. Develop, maintain and promote effective communications, liaison and partnership working throughout and across the Council at all levels, and encourage strong working relationships with external stakeholders. This

includes local residents, government and other public sector agencies, voluntary and community groups, and the private sector to ensure that the Council's interests are understood and appreciated and reflect the Council's commitment to tackling local issues and improving the quality of life for its diverse range of citizens.

General accountabilities

1. Undertake all duties in accordance with Council policies and statutory obligations.
2. Together with the Monitoring Officer, be responsible for a system of record keeping for all the Council's decisions (executive or otherwise).
3. Act as Electoral Registration Officer and to be responsible for all electoral matters.
4. Have a co-ordinating and directional function in relation to emergency planning and emergencies.

Health and Safety

To operate safely within the workplace with regard to the Council's health and safety policies, procedures and safe working practices. To be responsible for your own Health and Safety and that of other employees.

Equalities & Diversity

To work within the Council's Equalities and Diversity Policy, embracing through personal example, open commitment and clear action that diversity is positively valued, resulting in access for all by ensuring fair treatment in employment, service delivery and external communications.

Customer Care

To continually review, develop and improve systems, processes and services in support of the Council's pursuit of excellence in service delivery. To recognise the value of its people as a resource.

Training and Development

To identify training and development needs with your manager, taking an active part in your Personal Development and Review Plan. To access development opportunities as they arise and share learning with others and where appropriate, actively encourage a learning environment and development within others.

Policy

To work at all times within the established policies and practices of the Council, within the framework established by the Council Constitution and associated guidance.

Information Governance

Confidentiality is of prime importance. In the normal course of duties, the post holder will have access to personal and or sensitive information relating to service users, staff and contractors, as well as information of a commercially sensitive nature. Such information should not be communicated to anyone outside or inside the Council unless done in the normal course of carrying out the duties of the post. Disciplinary action will be considered where a breach of confidence and or data breach has been established.

All information obtained or held during the post-holders period of employment that relates to the business of the Council and its service users and employees will remain the property of the Council. Information may be subject to disclosure under relevant legislation.

To ensure information is shared safely and complies with information governance standards and associated legislation.



JOB TITLE: CHIEF EXECUTIVE

GRADE: SM1

Disabled candidates are guaranteed an interview if they meet the essential criteria

This specification sets out the skills and attributes required by the Chief Executive which are considered essential for the post.

Candidates should ensure that they complete their application so as to provide evidence of success in the areas listed.

Determining methodology is shown in **bold** for the elements.

Key: A From application
 I Further information from interview
 T Tested further through Assessment Centre exercises

MINIMUM ESSENTIAL REQUIREMENTS	METHOD OF ASSESSMENT
1. Education	
Educated to postgraduate degree level or equivalent, with evidence of continuous personal development	A
2. Experience & Knowledge	
Extensive experience and achievement at senior management level	A / I

<p>within a Local Authority and/or large complex multi-disciplinary organisation.</p> <p>Comply with the criteria for the 'fit and proper person test' and be willing to uphold the seven principles of public life (Nolan principles)</p> <p>Proven track record of developing and implementing corporate objectives, policies and strategies within a large, complex multi-disciplined organisation, in either the public or private sector.</p> <p>Proven success in leading and motivating teams of senior staff to a high level of achievement.</p> <p>Successful track record of leading significant operational and organisational change, and of building and developing a multi-disciplined team of managers in a large, complex organisation.</p> <p>Proven track-record of working effectively in co-operation and partnership with a wide range of communities, partner organisations, private sector providers, public agencies, voluntary bodies and statutory authorities.</p> <p>Successful track record of establishing a strong performance culture, effective performance and service quality evaluation that involves users and drives up standards and performance.</p> <p>Achievement of equal opportunities in both employment and service delivery within a large, complex organisation, and a demonstration of personal leadership in the value of diversity.</p> <p>Proven experience of promoting positive images, both internally and externally, of a large organisation.</p> <p>Thorough understanding of the issues, challenges and implications facing Local Government and a thorough understanding of, and commitment to, the principles of Local Government Modernisation.</p> <p>An understanding of the wider social and economic environment within which Local Government operates.</p> <p>Thorough understanding of the strategic benefits of IT.</p>	<p>A/I/T</p> <p>A / I</p> <p>A / I / T</p> <p>A / I</p> <p>A / I</p> <p>A / I</p> <p>A / I / T</p> <p>A / I</p> <p>A / I</p> <p>A / I</p>
<p>3. Personal & Professional Skills</p>	
<p>High degree of political sensitivity and awareness, and an ability to maintain and establish collaborative working relationships with Elected Members, Central Government, public sector agencies, trade unions, the business and voluntary sector communities.</p> <p>Ability to think strategically, analyse complex issues, formulate responses and manage change within a large, complex and diverse organisation.</p> <p>Highly developed proven skills in written and verbal communication, advocacy and negotiation skills.</p> <p>A high degree of business acumen and commercial awareness.</p>	<p>A / I / T</p> <p>A / I / T</p> <p>A / I / T</p> <p>A / I / T</p>

<p>Personality, conduct and credibility that establishes and maintains the confidence of Elected Members, employees, local communities and the external partners/agencies and stakeholders.</p>	<p>A / I / T</p>
<p>High personal and professional standards and a commitment to probity in Local Government.</p>	<p>A / I / T</p>
<p>4. Other</p>	
<p>Able to drive/current driving licence.</p>	<p>A</p>
<p>Able to work irregular hours as required by the demands of the post, including attendance at evening and weekend meetings, and civic functions.</p>	<p>A</p>

Date prepared/revised: AB/ May 2023