



TRAFFORD COUNCIL

AGENDA PAPERS FOR SCRUTINY COMMITTEE

Date: Wednesday, 21 September 2022

Time: 6.30 p.m.

Place: Committee Rooms 2 & 3, Trafford Town Hall, Talbot Road, Stretford
M32 0TH

A G E N D A	PART I	Pages
1. ATTENDANCES		
To note attendances, including Officers, and any apologies for absence.		
2. MINUTES		1 - 14
To receive and, if so determined, to agree as a correct record the Minutes of the meeting held on 16 March 2022 and 29 June 2022.		
3. DECLARATIONS OF INTEREST		
Members to give notice of any interest and the nature of that interest relating to any item on the agenda in accordance with the adopted Code of Conduct.		
4. QUESTIONS FROM THE PUBLIC		
A maximum of 15 minutes will be allocated to public questions submitted in writing to Democratic Services (democratic.services@trafford.gov.uk) by 4 p.m. on the working day prior to the meeting. Questions must be relevant to items appearing on the agenda and will be submitted in the order in which they were received.		
5. FINANCE CHANGE PROGRAMME		15 - 42
To receive a presentation from the Executive Member for Finance and Systems.		

6. **CARRINGTON RELIEF ROAD** 43 - 60
To consider the attached report.
7. **FEASIBILITY AND COST OF PLACING ALL PARKS INTO A FIELD OF TRUSTS** To Follow
To consider the attached report.
8. **URMSTON ACTIVE NEIGHBOURHOOD** To Follow
To consider the attached report.
9. **EXECUTIVE RESPONSE TO DISABILITY ACCESS TASK AND FINISH GROUP INTERIM REPORT** 61 - 74
To consider the attached response.
10. **EXECUTIVE RESPONSE TO THE GYPSY, ROMA, AND TRAVELLER VISIT TASK AND FINISH GROUP INTERIM REPORT** 75 - 86
To consider the attached response.
11. **EVENTS AT OLD TRAFFORD TASK AND FINISH GROUP UPDATE** 87 - 90
To receive an update on the progress of the Task and Finish Group.
12. **WORK PROGRAMME 2022/23** 91 - 100
To consider the Committee Work Programme.
13. **URGENT BUSINESS (IF ANY)**
Any other item or items which, by reason of special circumstances (to be specified), the Chair of the meeting is of the opinion should be considered at this meeting as a matter of urgency.
14. **EXCLUSION RESOLUTION (REMAINING ITEMS)**
Motion (Which may be amended as Members think fit):
That the public be excluded from this meeting during consideration of the remaining items on the agenda, because of the likelihood of disclosure of "exempt information" which falls within one or more descriptive category or categories of the Local Government Act 1972, Schedule 12A, as amended by The Local Government (Access to Information) (Variation) Order 2006, and specified on the agenda item or report relating to each such item respectively.

SARA TODD

Chief Executive

Membership of the Committee

Councillors D. Acton (Chair), D. Butt (Vice-Chair), J.M. Axford, G. Carter, G. Coggins, W. Frass, K. Procter, R. Thompson, L. Walsh, B.G. Winstanley, S. Zhi, D. Western (ex-Officio) and M.P. Whetton (ex-Officio).

Further Information

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

Alexander Murray, Governance Officer,
Tel: 0161 912 4250
Email: alexander.murray@trafford.gov.uk

This agenda was issued on **Monday, 12 September 2022** by the Legal and Democratic Services Section, Trafford Council, Trafford Town Hall; Talbot Road, Stretford, Manchester, M32 0TH.

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SCRUTINY COMMITTEE

16 MARCH 2022

PRESENT

Councillors D. Acton (in the Chair), R. Chilton (Vice-Chair), J.M. Axford, D. Butt, G. Carter, L. Dagnall, J.D. Newgrosh, K. Procter and R. Thompson

In attendance

Councillor Tom Ross	Executive Member or Finance and Governance
Graeme Bentley	Director of Finance
Adrian Fisher	Director of Growth and Regulatory Services
David Mugeridge	Head of Financial Management
John Addison	Statutory Scrutiny Officer
Robert Smithson	Corporate and Commercial Lawyer
Graeme Scott	Director of Development, Trafford Housing Trust
Andrew Adderley	Director of Property Services, Trafford Housing Trust
Mr Stevenson	Member of the Public
Alexander Murray	Governance Officer

APOLOGIES

Apologies for absence were received from Councillors M. Mirza, B.G. Winstanley and D. Western.

1. MINUTES

Councillor Axford noted that several questions had been missed from the minutes and asked that these be added.

RESOLVED: That, following the addition of the additional questions, the minutes of the meeting held 12 January 2022 be agreed as an accurate record and signed by the Chair.

2. DECLARATIONS OF INTEREST

No declarations were made.

3. QUESTIONS FROM THE PUBLIC

No questions were received.

4. ACM CLADDING

The Director of Development for Trafford Housing Trust (THT) introduced the item and apologised for the continued delays on the cladding replacement programme. Since the last meeting there had been an issue with the colour of the cladding received, which had led to additional delays and the scaffolding remaining on

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Pickford court. THT had an interim solution that would be put in place to enable the scaffolding to be removed before the permanent changes were made.

The Director of Development for THT acknowledged THT had not been perfect in their communications with residents during the replacement of the cladding. However, the Committee were assured that THT had done as much as they could to maintain communications and the Director of Development for THT listed the methods they had used to communicate with residents during the programme of works. The Committee were also informed that THT had only received 13 formal complaints during the past year regarding the tower blocks.

The Vice Chair asked whether the dates given would categorically be met, as there had been deadlines set before which had been missed. The Director of Development for THT responded that he could not say categorically that the works would be completed by the dates given. With the information available those dates were the expected completion dates, although unforeseen circumstances could lead to further delays.

Councillor Dagnall asked whether the insulation was removed from flats in the blocks. The Director of Property Services for THT responded that insulation had been removed for a very limited number of properties.

Mr Stevenson was given an opportunity to ask his questions which had been submitted to the Committee and THT. In addition to his questions Mr Stevenson informed the Committee of the impact the works had on the people living within the high rises, especially when there were incidents where the fire brigade were called to the flats, and explained the anxiety the delays in work had caused.

The Director of Development for THT noted and agreed with the points raised by Mr Stevenson and empathised with his experience. The Director of Development for THT was not able to give the exact details of when a piece of advice was given to THT by GMFRS due to the way the organisations worked together, where they will be on site visits or at minutes of meetings, which made it difficult to track when specific piece of advice was received. GMFRS had not served any actions against THT during the time, due to the Trust having met all the guidance that had been given.

Councillor Dagnall asked about the difficulties the trust faced in understanding, interpreting, and implementing the advice given relating to the ACM cladding and whether the trust thought of hiring an industry expert to aid in the dealing with that information. The Director of Development for THT responded that the trust had adjusted all their policies in line with the learning that they gained from GMFRS and expert advice.

Councillor Newgrosh noted the responses given by the Director of Development for THT about the communications with the fire service and was concerned that such important information was done through verbal agreements only and not backed up with written confirmation. The Director of Development for THT went through the ways that the Trust worked with the fire service. The Director of Property Services for THT added that the Trust approached the fire

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service with proposals of the work that they planned to do, such as the compartmentation which had been implemented.

Mr Stevenson reiterated that the information was not being passed onto the residents and they were living not knowing what was being done. Also stated that would like to view the risk assessments done both before and after the cladding was brought down. The Director of Development for THT stated that THT would look at how the Trust had acted at the key points in the programme and what had been done in terms of information sharing with residents. The Director of Development for THT informed the Committee that THT published relevant fire information on their website and he would go back and see what was published at the time.

The Vice Chair asked that an update on where the work was up to on the 16th of April to be sent to the Committee. The Vice Chair also asked that any further reports provided to the Committee contain more detail and be written in easier to understand language. The Director of Development for THT responded that the information would be taken back and THT would look to improve the communications shared with the Committee going forward.

RESOLVED:

- 1) That the update be noted.
- 2) That a further update on the progress of the cladding replacement programme be provided on the 16th of April 2022.

5. CONTRACT PROCEDURE RULES

The Corporate and Commercial Lawyer introduced the revised Contract Procedure Rules presentation. The presentation provided an overview of the report and appendices, which had been circulated as part of the agenda. The presentation covered what the Contract Procedure Rules were, the reasons they were under review, the review process, key amendments made to the rules, and the approval journey they had to go to be adopted by Trafford and the other STAR Procurement authorities. Following the presentation, the Chair went over the recommendations in the report, which were agreed by the Committee.

RESOLVED: That the Contract Procedure Rules be noted and the recommended changes approved.

6. CARRINGTON RELIEF ROAD

The Director of Growth and Regulatory Services introduced the report circulated to the Committee in response to feedback received in January. The Director of Growth and Regulatory Services went through the background of the programme, which had started in the early 2000s with the closure and subsequent opportunity to redevelop the shell refinery. Plans were made in 2012 which led to the need for improved transportation links to deal with the increased demand the plans would create. The Executive agreed in 2021 that the road network in Carrington needed to be improved and it became formal policy. In September 2021 the preferred

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route for a road within Carrington, to provide some of the needed improved transportation links, was selected.

The Director of Growth and Regulatory Services gave an overview of the budget details around the programme and the building of the road. The funding currently identified would be adequate for the planned works. However, that funding would not be adequate to deliver the completed road and the programme team were working to identify funding to address the full costs of completing the road. The Director of Growth and Regulatory Services went over the sections of the report relating to the carbon footprint of the road works and recognised that one of the main disbenefits of the chosen path was that it would go through arable land.

The Director of Growth and Regulatory Services went through the next steps of the programme of works, which would include full formal consultation and the need to engage with a number of groups to inform the design and the planning application. The Director of Growth and Regulatory Services suggested that the Committee could be involved in the engagement with the public, as well as opportunities around finance and the business case before they were submitted to the Executive. There were also opportunities for the Committee to be involved with the redesign of the existing motorway.

Following the overview, the Chair noted that it was going to be a long process and expressed that public engagement was a good area for the Committee to be involved in.

The Vice Chair stated that he felt the decision around the route chosen had been done with an inadequate level of consultation and it should be addressed in discussions with residents over the remainder of the project.

Councillor Axford asked how secure the funding listed within the report was. The Director of Growth and Regulatory Services responded that the planning obligation funds were secured. The other areas of funding were subject to funding agreements with conditions, except for £2M of advanced funding from Homes England which had lesser conditions attached.

Councillor Axford noted the figures of other transport developments in 3.7 of the report and how the funding for a road compared to developing the Metrolink. The Director of Growth and Regulatory Services responded that the examples given were to demonstrate that relatively small transport developments were still expensive and gave an example of the Poynton Relief Road, which was a 3KM stretch of road with costs around £53M. The most recent estimate for the Carrington Relief Road and the Director of Growth and Regulatory Services stated that all he could say is that the final cost would likely be more than that.

Councillor Jerrome asked about the money available through the developments being completed in the area, which amounted to around £8M. The Director of Growth and Regulatory Services responded that the funding from the developments towards the programme would not impact the funding from other areas, such as conservation.

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Councillor Thompson thanked the Director of Growth and Regulatory Services for coming back to the Committee and for looking to involve the Committee in the programme. Councillor Thompson asked for the Committee be provided with a briefing on the developments prior to the consultation in October and that the information be delivered in a timely manner to enable the Committee to have an impact. The Director of Growth and Regulatory Services responded that draft plans should be in place over the summer and would look to bring them to the Committee in time to influence the plans.

Councillor Dagnall noted the comments made by Councillor Wright at the previous meeting and asked whether people from across Trafford would have the opportunity to be involved in the consultation. The Director of Growth and Regulatory Services responded that all feedback from residents within Trafford would be considered as would any comments received from people who lived within a reasonable distance from the road.

Councillor Newgrosh asked how the Council were ensuring they met the gunning principles when the consultation did not mention route options. The Director of Growth and Regulatory Services responded that the choice given within the consultation was a genuine choice and a large number of properties had been included within the consultation exercise.

Councillor Carter agreed with the involvement of the Committee in the forthcoming consultation exercises and suggested that if it was difficult to work in with the formal meetings this could be picked up by a subgroup.

Councillor Carter asked for contentious issues to be highlighted within future reports to the Committee along with the pros, cons, recommendations, and proposed mitigations relating to those issues. The Director of Growth and Regulatory Services responded that he would provide the requested details in further reports to the Committee.

Councillor Axford noted the £1M investment mentioned at 4.6 in the report for active travel infrastructure and asked for more details. The Director of Growth and Regulatory Services responded that those details would be worked out as part of the further design of the road over the summer and would form part of the submission for planning permission.

Councillor Dagnall raised a question about who was going to use the units in the development and if the Clean Air Plan had proceeded as originally planned it would have impacted the use of those units. The Director of Growth and Regulatory Services responded that the Clean Air Plan was delayed but would come into force in 2026 rather than 2024. While it could not be known what the final plan would be it was very likely it would have HGVs listed within it. There was still a large demand for logistics, but it was likely that greener vehicles and processes would be put in place.

Councillor Dagnall asked for assurance to be provided in further reports that the units would be used with the additional costs to providers imposed by the Clean Air Act. The Director of Growth and Regulatory Services agreed with the points

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made by Councillor Dagnall and stated that he felt the Clean Air Plan would change the way the needs were met rather than reduce them.

RESOLVED:

- 1) That the report be noted.
- 2) That the Committee agreed to scrutinise the consultation exercise in October.
- 3) That contentious issues be highlighted within future reports to the Committee and include the pros, cons, recommendations, and proposed mitigations relating to those issues.
- 4) That assurance be provided in further reports that the units within the development were going to be utilised.

7. EXECUTIVE RESPONSE TO THE BUDGET SCRUTINY REPORT

The Executive Member for Finance and Governance went through the presentation circulated as part of the agenda. The Committee were informed of the work that had been done to reduce the budget gap during the year. The presentation also included details of the increased budget pressures since the budget Scrutiny exercise.

The Executive Member for Finance and Governance went over the reserves and how they were expected to be used over the course of the year. The Committee's attention was drawn to the fact that a large amount of the reserves had been COVID reserves and the Committee were asked to note they would be greatly reduced in the coming years. The Committee were assured that the reserves were being utilised to deliver further savings going forward.

The Executive Member for Finance and Governance went through the key budget risks facing the Council which included the reset of business rates and the fair funding review, the delivery of the Council's savings programme, and the increase in energy costs and inflation.

The Finance and Change Board had held a scoping meeting to discuss what the Board would deliver. The Executive Member for Finance and Governance suggested that the Committee may want to consider how they would like for the Finance and Change Board to involve Scrutiny in the work it was undertaking.

The Vice Chair thanked the Executive Member for the quality of the report and asked that additional information about the Finance and change Board be provided when the details became available.

Councillor Dagnall asked about the vacancy protocol and whether that meant the Council had not been filling vacancies. Councillor Ross responded that the council had put in a freeze to help close the budget gap. However, it had been recognised that the freeze had placed additional stress on staff. The Executive Member for Finance and Governance suggested that this may be an area the Committee wished to look at in greater detail. Councillor Dagnall noted the additional work

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staff were doing and asked if additional wellbeing support was being put in place. The Executive Member for Finance and Governance responded that wellbeing of staff was a key concern of the Executive and while there were several schemes to support and reward staff it was an ongoing task.

Councillor Carter asked for an update on the progress of the 50 lowest funded authorities in approaching the government for more funding. Councillor Carter noted in the presentation that it stated that the use of reserves was not sustainable and asked for further clarification. Councillor Carter also asked whether there was any indication as to what the staff pay awards would be for the coming years. The Executive Member for Finance and Governance responded that he had not received an update regarding the increase in funding to a fairer threshold following the request made to Michael Gove. With regards to the reserves the Council could no longer continue to use the reserves in the way they had done up until this point. Going forward use of reserves would be focused upon delivering returns on the investment rather than filling gaps in the budget. The Director of Finance informed the Committee of the expected pay award for 2021/22 and 2022/23, and the Executive Member for Finance and Governance noted that the pay award did work out as a real terms pay cut due to the rate of inflation.

Councillor Carter asked for the Committee to be sent the response from Michael Gove once it had been received and the Executive Member for Finance and Governance agreed.

Councillor Jerrome recognised the work of the finance and Change Board was going to be undertaking and asked how challenging the task faced by the Board would be to achieve. The Executive Member for Finance and Governance responded that it was a great task to continue to deliver savings but was optimistic about the work that the Finance and Change Board and what they could achieve by working better with other organisations across the borough.

Councillor Newgrosh thanked the Executive Member and Officers for the detailed response given around the Council's Electrical and Gas supply prices.

RESOLVED:

- 1) That the presentation be noted.
- 2) That the response from Michael Gove to the 50 lowest funded Local Authorities be shared with the Committee.
- 3) That more details as to the role and work of the Finance and Change Board be shared with the Committee.

8. SCRUTINY REVIEW

The Chair gave a brief overview of the review that was done that lead to the report and handed over to the Governance Manager to add any further details. The Governance Manager asked members to note paragraph 2 and the positives that were found by the review around the general culture and attitude of the Council towards Scrutiny. The Governance Manager added that as the Council had all the required elements to deliver high quality Scrutiny it would be more of an evolution

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of the process, building on what was already good and elevating it to being excellent.

Councillor Carter noted the recommendations for increasing the level of engagement with the public and raised some concerns about asking the public through social media to comment about areas being considered by Scrutiny. The Governance Manager clarified that the Committee would receive possible topics to cover from the public and the Committee would then review them and decide if they should be considered.

Councillor Carter also noted the timeline around the start of implementing the changes and if this was deliverable. The Chair responded that it would be a phased approach with some elements coming in from the start of the year and other elements brought in later.

Councillor Jerrome welcomed recommendation 8, which stated that there would be an annual review of Scrutiny, and the continual improvement that would lead to.

Councillor Dagnall spoke about the role that consultation with other Ward Members and the public had played in the task and finish group around Gypsy, Roma, and Traveller visits and how she felt it was important for residents to feed into the Committee.

Councillor Axford Expressed how much she had enjoyed being part of the Scrutiny review and how it was of key importance to increase the level of communication between the Committee and the public.

Following the discussions, the Chair moved the recommendations of the report and they were agreed.

RESOLVED: That the report be noted and recommendations agreed.

9. GYPSY, ROMA, TRAVELLER TASK AND FINISH GROUP

The Chair introduced the report and explained that following agreement by the Committee the report would be submitted to the Executive to receive a response to the recommendations.

The Vice chair spoke the good work that had been done by the group and approved the recommendations within the report.

Following a brief discussion the recommendations were moved by the Chair and agreed by the Committee.

RESOLVED: That the report and its recommendations be approved and submitted to the Executive for a response.

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10. FUTURE ITEMS FOR SCRUTINY

The Chair informed the Committee that a suggestion had been made by councillor Carter around parking and the impact of Manchester United games on the area. Councillor Carter informed the Committee that since he made his suggestion the club had made a statement regarding redevelopment but spoke about making a great experience for fans but didn't mention the experience of residents in the area.

The Committee agreed that this suggestion should be considered as an item to be considered in the next municipal year.

RESOLVED: That the impact of events at Old Trafford Stadium on the surrounding area be considered as a possible item for the Committee in the 2022/23 municipal year.

The meeting commenced at 6.30 pm and finished at 9.05 pm

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SCRUTINY COMMITTEE

29 JUNE 2022

PRESENT

Councillor D. Acton (in the Chair).

Councillors D. Butt (Vice-Chair), J.M. Axford, G. Carter, G. Coggins, W. Frass, K. Procter, R. Thompson, L. Walsh and S. Zhi

In attendance

John Addison Governance Manager
Alexander Murray Governance Officer

APOLOGIES

Apologies for absence were received from Councillors B.G. Winstanley, D. Western and M.P. Whetton

1. COMMITTEE MEMBERSHIP 2022/23

RESOLVED: That the Committee Membership for the Municipal year 2022/23 be noted.

2. COMMITTEE TERMS OF REFERENCE 2022/23

RESOLVED: That the Committee's Terms of Reference for the 2022/23 Municipal year be noted.

3. MINUTES

As the Minutes were sent out on the day of the meeting Councillor Carter asked that they be deferred to the next meeting to enable people to review them properly and the Committee agreed.

RESOLVED: That the minutes of the meeting held be deferred to the next meeting.

4. DECLARATIONS OF INTEREST

No additional declarations were made.

5. QUESTIONS FROM THE PUBLIC

No questions were received.

6. SCRUTINY REVIEW IMPLEMENTATION 2022/23

The Chair introduced the item and informed the Committee of the review which had been completed in the previous municipal year. The Chair drew the Committee's attention to the many recommendations within the report which would

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be implemented over the next two years. The Chair informed the Committee that some recommendations had started to be implemented but had not been completed due to the short amount of time between Annual Council and the first meeting of the Committee. In response it had been agreed that the first meetings for the Scrutiny Committees in the 2023/24 Municipal year would be held later in the year to allow sufficient time for work programming to be completed.

Councillor Thompson asked whether training could be provided for Committee Members. The Governance Manager responded that training was available for new councillors and in house training would be available later in the year.

Councillor Axford was disappointed that the meeting with the Leader had not been held prior to the meeting. The Chair responded that he shared Councillor Axford's frustrations. However, a meeting had been held with other Executive Members and Lead Officers where they provided input to the work programme and he and the Vice Chair would meet with the Leader in two weeks' time.

Councillor Carter asked that the rejection criteria include if the Committee were unable to influence the area under consideration.

Councillor Thompson asked what the arrangements were for cross working between the Scrutiny Committees. The Governance Manager responded that once each of the three Scrutiny Committees had agreed a work programme they would be circulated to all Scrutiny Members.

Councillor Zhi noted the importance of the budget scrutiny process and asked whether training could be offered to Scrutiny Members. The Governance Manager agreed that training would be arranged for the Committee Members and spoke of the need to review to the Budget Scrutiny Process with the Corporate Leadership Team and Executive Members.

RESOLVED:

- 1) That the report be noted.
- 2) That the amendment suggested by Councillor Carter be made to the selection criteria form.

7. SCRUTINY COMMITTEE WORK PROGRAMME 2022/23

The Chair introduced the draft work programme which contained items carried forward from the previous year and items that had been suggested by Executive Members and officers.

Councillor Carter asked what the aim of the meeting was. Officers responded that the meeting was to discuss the topics within the work programme along with any suggestions for items that Members wanted to put forward. A further discussion of the topics would be held at an informal meeting after the Chair and Vice Chair had met with the Leader.

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The Chair then went through the items listed in the work programme. The Committee discussed each item and assigned scores for importance and impact. As the Committee went through the list Members noted they did not have enough information about many of the suggested items to agree a score. The Governance Officer made note of those items to message officers after the meeting to gain more information for the informal meeting of the Committee.

Councillor Carter asked that the information be checked against the motion by Council for the item for the Cost of placing all Parks into a Field of Trusts, as it appeared to be inaccurate.

The Committee agreed to continue to receive quarterly updates about homelessness via email with reports presented by exception if there was cause for concern.

The Chair suggested a piece of work be done as a Task and Finish Group around match days at Old Trafford. The Task and Finish Group would investigate the problems the local community faced around anti-social behaviour associated with events at the venue. The Chair suggested that input would be needed from Manchester United, Council Officers, Residents, and Fans to adequately address the issues. The Committee agreed to form a Task and Finish group and that Councillor Walsh would Chair the group.

Councillor Carter suggested the Urmston Active Neighbourhood as an item for the work programme. The Urmston Active Neighbourhood was first consulted on before the pandemic and there had been a lot of frustration within the community about the lack of progress so far and it looked as though there would be additional delays. The Committee agreed to add the item to the work programme.

Councillor Coggins informed the Committee that a review by the Trafford Climate Commission had shown Trafford was falling far behind the action plan the Council had agreed. Councillor Coggins suggested that it be an item on the work programme as it aligned with the Council's priorities and there were several actions the Council could take to improve performance. The Governance Officer asked Councillor Coggins to share the information from the Trafford Climate with the Committee. The Committee agreed to add the topic to the work programme.

Councillor Frass proposed a series of possible topics for the Committee to consider. The first was the takeover of Trafford Housing Trust by LNQ and the lack of democratic oversight in social housing. It that the Corporate Director of Place would be contacted to provide more information. The second was the quality of social housing within the borough. This was another area where additional information was required before the Committee could agree on whether to add it to the work programme.

The final item suggested by Councillor Frass was accessibility of services within Trafford and looking at the level of satisfaction among residents who tried to contact the Council. The Committee agreed to add this item to the work programme.

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The Committee concluded the item by agreeing a draft agenda for the next meeting which was to include items on the Carrington relief Road, the Finance and Change Board, the Cost of placing all Parks into field of trusts, and an update from the Task and Finish Group on Events at Old Trafford.

RESOLVED:

- 1) That the draft work programme be updated in line with the decisions agreed by the Committee.
- 2) That emails be sent to the relevant officers to request further information for the Committee.
- 3) That a task and Finish Group be created to look at the impact of match days at Old Trafford on the local Community.
- 4) That Councillor Walsh be the Chair of the Task and Finish Group.
- 5) That the agenda for the Committee meeting 21st September include items on the Carrington relief Road, the Finance and Change Board, the Cost of placing all Parks into field of trusts, and an update from the Task and Finish Group on Events at Old Trafford.

The meeting commenced at 6:30 p.m. and finished at 8:40 p.m.

Finance & Change Programme

Update for Scrutiny
21 September 2022

Programme rationale...

What are the drivers for change?

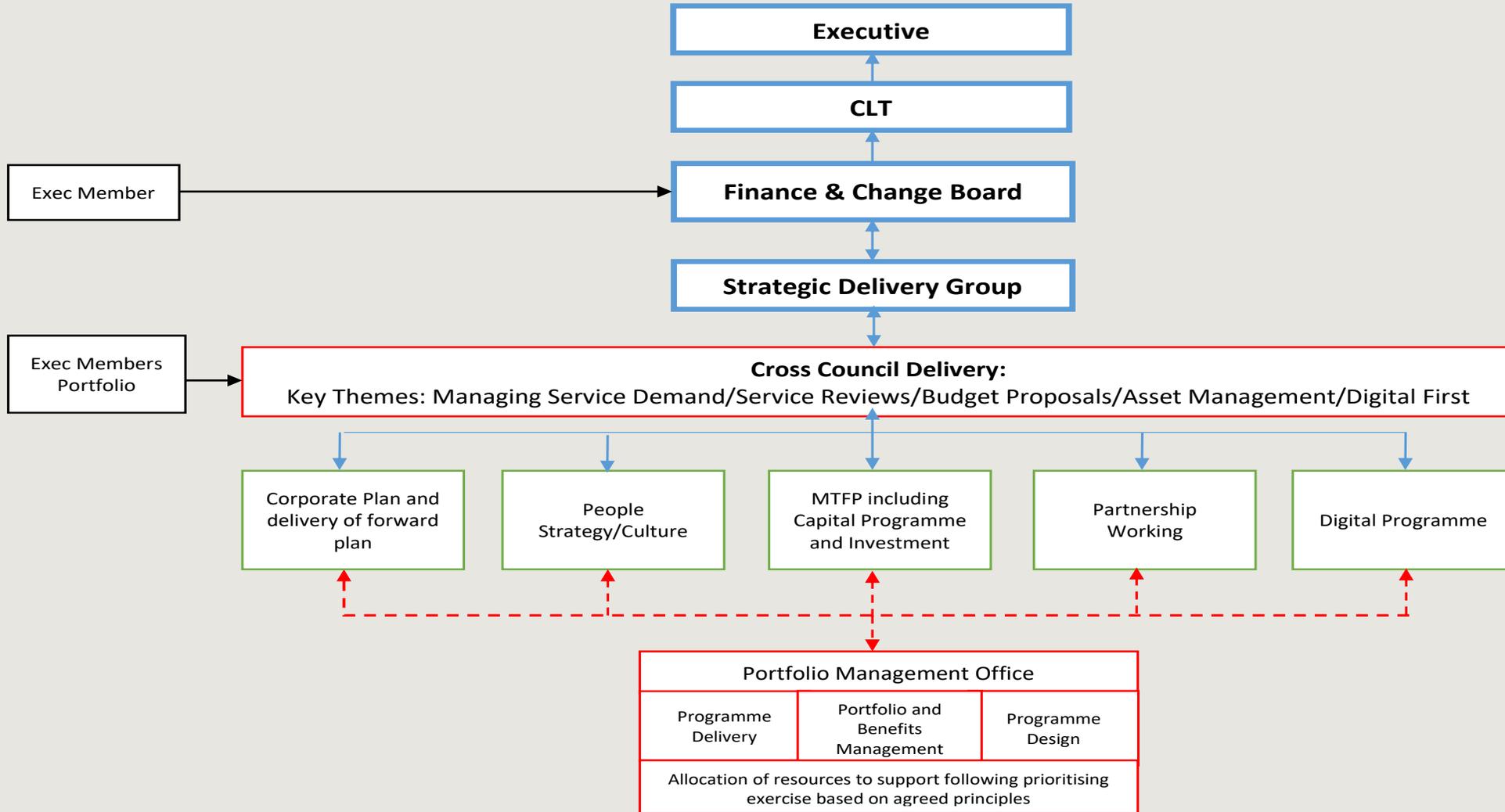
- In February 2022 the budget gap was **£15.7m for 2023/24** (8% of budget); and further **£2.7m in 2024/25**
- Utilised £22.6m of reserves over last two budget years – not sustainable
- Require a greater focus on a medium term programme plan rather than planning on a year by year basis
- No easy solutions as over £170m has been saved already through efficiencies, savings and additional income since austerity commenced in 2010
- Demand led services continuing to rise and people's needs are changing
- Residents still having high expectations of service delivery
- Changes in legislation e.g. white paper and changes to funding
- Recognition that we cannot change Trafford by ourselves – collaboration and working with others is key
- Doing nothing is not an option – need to think how we can do things differently but this may mean making difficult decisions
- By being the 'kind of council we want to be' we will deliver our Corporate Plan vision, priorities and outcomes

Update on the budget gap – July 2022

	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000
Total Budget Gap February 2022	15,697	2,696	6,278	5,857	7,920
Ongoing impacts of pay settlement 22/23 - assume 6%	3,328	64	64	64	64
Ongoing impacts of energy inflation from 22/23	1,600				
Impact of Inflation in 2023/24:-					
Pay - assume 4%	1,600	32	32	32	32
Impact of Inflation on NLW/RLW and Fair Price for Care Calculations	4,400				
Estimate of additional ASC grants of £500m in 23/24 and 24/25	(2,000)	(2,000)			
£750k ICT and Digital Investment			750		
Updated Budget Gap July 2022	c24,000 – 26,000	792	7,124	5,953	8,016

Programme governance...

Finance and Change Governance



Initial Milestones

Pre - Mobilisation

Share presentation and
discussion with CLT

9 February

Leader update

11 February

Exec Briefing update

14 February

Virtual Leaders sessions to
explain F&C Programme and
financials

23 February, 1 & 24 March

Mobilisation

F&C Board meeting #1 –
Vision, scope, programme
framework and initial ideas

8 March

F&C Board meeting #2 –
Developing the programme
and resources aligned

29 March

Agree target development /
support for F&C Board

31 March

Implementation

April 2022 onwards

Build on the framework in the
coming months - develop
processes, monitoring etc

Note: Officer work to continue during pre-election period

F&C Board Terms of Reference (ToR)

<p>Chair:</p> <ul style="list-style-type: none"> • Cllr Tom Ross <p>Secretariat:</p> <ul style="list-style-type: none"> • PMO <p>Attendees</p> <ul style="list-style-type: none"> • Cllr Tom Ross • Sara Todd • Graeme Bentley • Sara Saleh • Richard Roe • Dominique Sykes • Jill McGregor • Diane Eaton • Paul James • Angela Beadsworth • Dianne Geary • Sharon Winn • Paul Foster (PMO) 	<p>Key objectives:</p> <ul style="list-style-type: none"> • Oversee the delivery of the 3 year Financial and Change Programme 		
<p>Frequency: Monthly Duration: 1.5 hrs (end of extended CLT) Location: Council Room / MS Teams</p>	<p>Key responsibilities:</p> <ul style="list-style-type: none"> • Ensure delivery is aligned to the 3 strategic corporate priorities (if not what can be stopped) • Deliver savings to support the budget gap over the 3 year programme • Provide business expertise and resource/capacity (external/internal) to complement the change agenda • Oversee the delivery of programmes to agreed timelines and benefit outcome • Approval/decision of change control requests • Resolve escalation points risks/unintended consequences 		
<p>Papers: 2/3 days prior</p>	<p>Agenda</p> <ol style="list-style-type: none"> 1. Review minutes and actions from previous meeting 2. Review budget savings target 3. Review and approve BC savings above £100k 4. Review of upcoming milestones 5. Review Risks/Issues 6. Track progress against BC outcomes 	<p>Inputs</p> <ul style="list-style-type: none"> • PMO Reporting (PM3) • Other papers as requested 	<p>Outputs</p> <ul style="list-style-type: none"> • Minutes • Action log • Executive Summary
	<p>Escalation Points Corporate Leadership team</p>		<p>Escalation Rules Any significant risk Political impact Unexpected financial expenditure Adverse publicity/communication</p>

F&C Roles and Responsibilities

Name	Role	Area of Responsibility
Cllr Tom Ross	Chair	<ul style="list-style-type: none"> Leading the Board and focusing on strategic matters, overseeing the group's business and setting high governance standards
Sara Todd	CEX	<ul style="list-style-type: none"> Lead the Corporate Plan for the better health, better jobs, greener future outcomes Providing and ensuring the continuing organisational context for the '3 year' programme Authorising the organisation's strategic direction against which the '3 year' programme is to deliver
Graeme Bentley	Finance Director	<ul style="list-style-type: none"> Assist in decision making and ensure that the authority meets its budgetary requirements Provide continued commitment and endorsement in support of the '3 year' programme objectives Securing the investment required to set up and deliver the '3 year' programme, and fund the transition activities so that the desired benefits are realised
Board Members		<ul style="list-style-type: none"> Reporting progress as appropriate for the programme/project Where required, to take responsibility for a specified project issue or area of work Seek corporate agreement for change control and associated funding Lead the escalation process for programme/project risks, issues, and decisions Ensure appropriate cross operational engagement against the key themes
PMO		<ul style="list-style-type: none"> Monitor and evaluate programme/project performance to establish goals Prepares risk analysis and action plan to mitigate the risk Gather data on programme/project progress and produce reports
All	General	<ul style="list-style-type: none"> Check and challenge - act as critical friend Provide assurance to the programme Designate external/internal functions as and when required

Strategic Delivery Group (SDG) Terms of Reference (ToR)

<p>Chair:</p> <ul style="list-style-type: none"> Graeme Bentley <p>Secretariat:</p> <ul style="list-style-type: none"> PMO <p>Attendees</p> <ul style="list-style-type: none"> Dave Muggeridge (Peter Carr/Helen Zammit) Adrian Fisher (Chris Morris/Clare Huber) Joy Preston (Emma Brown/Karen Ahmed/Helen Gollins) Pamela Wharton (Karen Samples) Steven Boyle Nina Kijowski /Bev Norton Riz Hafezji (Jon Thomson) Dianne Geary Sharon Winn Paul Foster (PMO) 	<p>Key objectives:</p> <ul style="list-style-type: none"> Support the work of the F&C Programme to deliver the corporate plan and three year financial strategy <p>Key responsibilities:</p> <ul style="list-style-type: none"> Develop, deliver and approve; monitoring delivery of robust business cases Engage and inform F&C Board, Executive Portfolio Holder and key stakeholders Ensure Enabling function support and deliver Lead and undertake appropriate consultation (staff, stakeholder and public) where required Support the preparation of the draft and final budget report for approval by the Budget Council each February Notify any escalation points risks/unintended consequences Monitoring progress and interdependencies 			
<p>Frequency: Bi-weekly Duration: 1 hour Location: Council Room / MS Teams</p>	<table border="1"> <tr> <td data-bbox="952 625 1488 1029"> <p>Agenda</p> <ol style="list-style-type: none"> Review actions from previous meeting Finance Update Risks/Issues Track progress against BC outcomes and savings </td> <td data-bbox="1488 625 1972 1029"> <p>Inputs</p> <ul style="list-style-type: none"> Business Cases Corporate Plan Quarterly Update Other papers as requested </td> <td data-bbox="1972 625 2537 1029"> <p>Outputs</p> <ul style="list-style-type: none"> Meeting notes / action log F&C Summary Report Decision notices Stakeholder Communication Risk tracking Interdependency mapping </td> </tr> </table>	<p>Agenda</p> <ol style="list-style-type: none"> Review actions from previous meeting Finance Update Risks/Issues Track progress against BC outcomes and savings 	<p>Inputs</p> <ul style="list-style-type: none"> Business Cases Corporate Plan Quarterly Update Other papers as requested 	<p>Outputs</p> <ul style="list-style-type: none"> Meeting notes / action log F&C Summary Report Decision notices Stakeholder Communication Risk tracking Interdependency mapping
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<p>Papers: 1/2 days prior:</p>	<table border="1"> <tr> <td data-bbox="952 1029 1556 1268"> <p>Escalation Points Finance and Change Board Peer Review</p> </td> <td data-bbox="1556 1029 2537 1268"> <p>Escalation Rules Any business case above a savings value of 100k (including costs) Any changes to statutory responsibility Any risk rated extreme (20 or above) Any consultation</p> </td> </tr> </table>	<p>Escalation Points Finance and Change Board Peer Review</p>	<p>Escalation Rules Any business case above a savings value of 100k (including costs) Any changes to statutory responsibility Any risk rated extreme (20 or above) Any consultation</p>	
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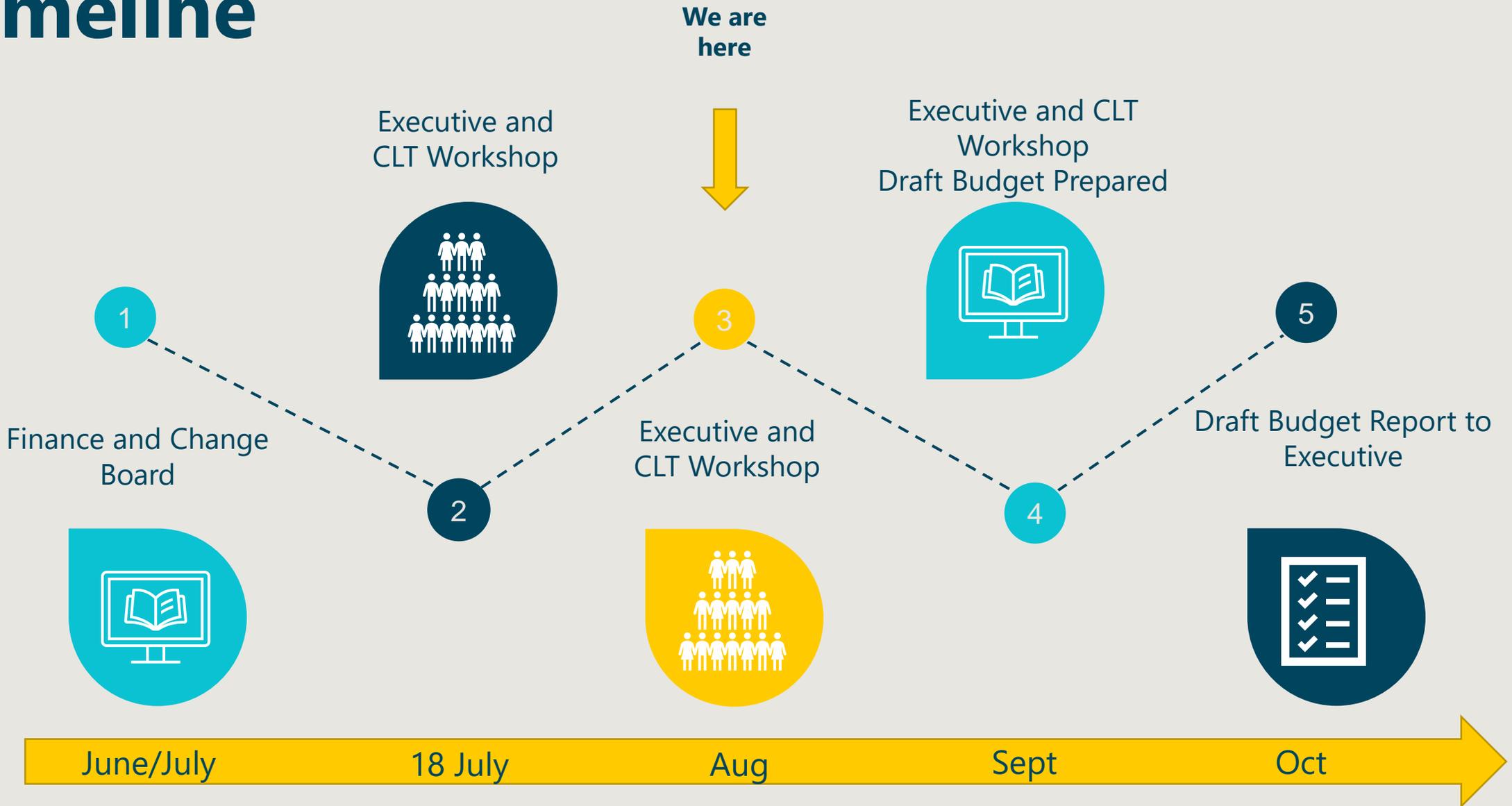
SDG Roles and Responsibilities

Name	Role	Area of Responsibility
Graeme Bentley	Chair	<ul style="list-style-type: none"> Leading the Board and focusing on business case development to meet '3 year' programme budget requirements
Board Members		<ul style="list-style-type: none"> Ensuring the viability of the business case Ensuring that the programme/projects delivers within its agreed boundaries (e.g. cost, organisational impact, expected/actual benefits realisation etc.) To work with chair to develop programme plans to inform the F&C board Create the vehicle to deliver the programme/ project into Business as Usual (BAU) as a sustainable delivery model To be ambitious and create change to achieve our corporate plan priorities, ensuring our EPIC values are aligned Act as the first point of escalation for any programme questions, risks, issues, and changes Have knowledge of other directorates priorities to achieve our Corporate outcomes
PMO		<ul style="list-style-type: none"> Monitor and evaluate programme/project performance to establish goals Prepares risk analysis and action plan to mitigate the risk Gather data on programme/project progress and produce reports
All	General	<ul style="list-style-type: none"> Check and challenge - act as critical friend Provide assurance to the programme Nominate appropriate deputy

Finance and Change Board - Themes

- **Budget Proposals** – assessing and analysing all new ideas and determining any quick wins
- **Managing Service Demand**– reviewing demand led services and pressures and undertaking deep dives on key areas of spend
- **Digital First** - considering Trafford’s digital solutions to manage information/data and support service delivery
- **Asset Management** – consider the assets that are required to deliver the strategy and services
- **Service Reviews** – reviewing all services to include a financial target while giving consideration to existing strategy, the local context and previous decisions

Timeline



Programme Phases

2022

2023

Jan Feb Mar Apr May Jun July Aug Sept Oct Nov Dec Jan Feb Mar April +

Relevant communications to Exec, colleagues, partners and updates to stakeholders throughout the lifecycle of the programme

Phase 1:

Pre-mobilisation and Mobilisation
 Vision, scope and programme framework
 Producing the Initial Scoping, connecting
 IT & Digital, Capital, Investment and
 Estates activity



Phase 2:

Revisiting what we know – any more options?

Phase 3:

Service Redesign and Deep Dives on Discretionary Services

Phase 4:

Statutory Service Review - Art of the Possible

Scrutiny

Scrutiny

Phase 5:

Worse Case Scenario

Ongoing Lobbying Campaign

Ongoing data reporting and collection – Benchmarking reviews

Budget
Exec

Draft
Budget

Spending
Review /
Financial
Settlement

Budget
Exec

End of Q4 '21/22

End of Q1 '22/23

End of Q2 '22/23

End of Q3 '22/23

End of Q4 '22/23

Activity so far...

What have we done so far...Phase 1

Established **Finance and Change Programme** with Exec Member Chair which has overseen:

- Work underway on the first 15 scoping ideas
- Review of the operational and strategic estates
- Incorporated digital strategy to understand links and priority areas for delivery

- Undertook benchmarking exercises – financial and best practice research
- Delivered a 'doing things differently' workshop including a revisit of MoSCoW



What have we done so far...Phase 1

- Launched staff ideas scheme for savings
- Identified initial service savings to date of £700k
- Reviewed all council wide and corporate budget areas – potential for £8-9m but some risk
- Developed timeline for 2022/3 activity
 - 5 phases identified
- Drafted lobbying leaflet and letter to ministers
- Ongoing dialogue with DLUHC



Scoping Activity Undertaken

- Internal Reablement (Care at Home)
 - Preparing for Adulthood
 - Doing it Differently (AST)
 - External Placements
 - Allowances
 - Short Breaks
 - SEND
 - Offsite Document Storage
- Amey 7 Year Review incl review delivery model for parks and open spaces
 - Review of Operational and Strategic Estate
 - Waterside
 - Flixton House
 - Recruitment / Agency
 - Fairer Charging / Traded Services
 - Waste Levy

Lobbying Campaign



Trafford Council
Medium Term Budget Plan

TRAFFORD COUNCIL

After a decade of austerity, demand outweighing resources, escalating inflation and funding uncertainty, the financial sustainability of Trafford Council is not certain. The way resources are allocated must change.

Trafford in Numbers

Trafford Council has a proven long term success in balancing its budget.

An effective and prudent culture of sound financial management and a strategic approach to economic development has delivered:

- **Low spend per head of population** – Trafford has the lowest total expenditure per head of population across all GM authorities and 5th lowest across all metropolitan authorities at **£1,369 spend per head** A balanced budget every year since being formed in 1974
- Efficiencies and income generation since the start of austerity (2010) **+£170 million**
- Council Tax in year collection rate, one of the highest in the country **97%**
- Annual contribution (21/22) to revenue budget from Business Rates Growth **£8.7 million**
- Annual Dividend from strategic investment in Manchester Airport Group (pre-pandemic) reinstatement date unknown **£5.6 million**
Annual income from a local Asset Investment Strategy 21/22 **£6.3 million**
- Average Met Districts Exxxx spend per head (I will get figure)

Aim of the campaign is to:

- Create awareness of the financial position Trafford faces and secure more funding from government

Create awareness by:

- Producing a resident specific lobbying leaflet and showing residents we are leading the way forward for them
- Sharing information /infographics across social media platforms
- Following up the leaflet with a specific media campaign
- Considering drop ins sessions (public meetings) in various locations across the borough – link in with other key work across the borough, for example, cost of living
- Link the information to the consultation process for the draft budget

Secure more funding by:

- Spearheading the F20 campaign
- Continued liaison with LGA, DLUHC, Unison, all local councillors
- Undertaking targeted meetings with GMCA and Mayor to agree a GM combined approach to lobbying govt
- Meeting with MPs specifically Sir Graham Brady to put forward Trafford's position
- Considering how the change of leadership with impact on the allocation of funding and following up appropriately

Ideas Scheme

- Launched 13 June and over 100 ideas received
- Working group established to manage the process
- Departmental Management Teams (DMTs) are currently reviewing the ideas relevant to their areas to recommend those ideas that:
 - Should be taken forward
 - Either require further consideration or are already being worked on
 - Will not be taken further including a rationale to explain the decision



TRAFFORD IDEAS SCHEME

WE WANT TO HEAR YOUR IDEAS ABOUT HOW TRAFFORD COUNCIL CAN KEEP IMPROVING.

ideascheme@trafford.gov.uk



NO IDEA IS TOO BIG OR TOO SMALL!

- DMs are currently reviewing
- Feedback has been shared with the Strategic Delivery Group late August
- Ideas recommended will be considered at the September Finance and Change Programme Board
- For the ideas selected, a draw will take place and the individual nominating the idea will be given 'shopping vouchers' as a token of appreciation
- Communications around the ideas scheme and successful items chosen along with the outcome of the draw will be shared via staff updates/intranet



Approach to draft budget



- **Reviewed all phase 1, 2 and 3 options**
- **Discussions undertaken** at CLT, DMTs and Strategic Delivery Group
- CLT and SDG **revisited previous budget planning exercises**
- **Reviewed the financial benchmarking** and research
- Obtained **input and discussed with Exec Members**
- **Completed a draft assessment of risks and impacts to help including:**
 - Impact on Staff
 - Impact on Vulnerable/ Residents
 - Complexity of Implementation
 - Reputational Impact
 - Linked to Digital Strategy
 - Invest to Save Requirement

Summary of the information



- Budget options are a mixture of savings, service redesign and in some cases cuts to services
- There are 41 options across all directorates, with some requiring cross directorate decisions and others corporate decisions
- The word document shows each option with key information including the monetary amount for the one, two and/or three years
- Separate spreadsheet exists which details the options and any capital investment required – all reference numbers match across all documents
- The options can be categorised by financial amount:

Number of options with figures over three years in ranges		
Range	Number of Options	Value of Options
Up to £100k	26	(1,451)
£101k to £500k	14	(3,939)
GT £501k	1	(800)
Total	41	(6,190)

Approach to Consultation



- Decision required in next few weeks as to consultation required to enable planning to commence for a 'go live' date October
- Number of options available including a blended approach:
 - **All digital** – survey, video, social media platforms, blog, tailored page on website, intranet page
 - **Public consultation on all budget options** affecting residents – this could be **face to face** with a couple of main events or events in each locality, and / or live streamed
 - **Targeted consultations** as required dependent on the proposal and the user groups - proportionate in scale to the proposal concerned and targeted to the stakeholder group concerned
 - **Staff consultation** dependent on options taken forward
- The approach adopted will determine the cost, budget and resources that will be required i.e. for video, room hire, marketing materials, managing project etc

Key Risks

plus any other specific service risks

Inflation – particularly impacts on ongoing pay and energy costs

Central Government and Tax Changes – change to central government position and potential for tax cuts could impact on public service budgets over and above what's already been planned

Adult Social Care - Market Sustainability and Charging Reform

DSG - Education Reform and SEND Green Paper/High Needs Deficit

Business Rates

- 100% Pilot for GM will continue in 2023/24
- Assumptions on reset and taper (taper over 4 years) from 2024/25
- Distribution on national rates growth
- Wider economic impact

Real Living Wage – particularly given the current level of inflation

Resourcing and Recruitment - potential impact on ongoing delivery

Timescales - pace and capacity needed to ensure development and delivery of the programme for a balanced budget



How will Scrutiny monitor and influence the Finance and Change Board....

Role of Scrutiny

- To understand the remit and work done so far.
- To assess the budget position in October when the draft budget is presented to Executive, the key assumptions included in the budget and risks and the deliverability of savings and income proposals identified so far.
- To challenge the progress made to date in trying to address the budget gap and understand how the remainder will be met.
- To understand the statutory role of the S151 officer





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TRAFFORD COUNCIL

Report to: Scrutiny
Date: 21 September 2022
Report for: Information
Report of: Director of Growth & Regulatory Services

Report Title

Carrington Relief Road – Engagement Approach

Summary

This update is provided to Scrutiny Members to provide a progress update to Scrutiny Members on the Carrington Relief Road and explain the proposals for further community and stakeholder engagement on Carrington Infrastructure and to seek the views of the Committee in helping shape future community engagement.

Recommendation(s)

It is recommended that Scrutiny Committee notes the report and provides comment on the form and content of the proposed future engagement approach as set in sections 4-10 of the report.

Contact person for access to background papers and further information:

Adrian Fisher (Director of Growth and Regulatory Services) x 4621
Oliver Shimell (Inclusive Economy and Communities Manager) 07814 060170
Mark Riordan (Amey - Projects Director) 07854 153 556

Appendices

Appendix 1 – Revised Programme

Background Papers: None

Implications:

Relationship to Policy Framework/Corporate Priorities	<i>Carrington Relief Road is a requirement of Trafford Core Strategy (2012) Policy SL5, 'Carrington Strategic Location' and stated component of The Local Plan and it forms the baseline of new highway infrastructure set out in the emerging Places for Everyone (P4E) New Carrington allocation policy.</i>
Relationship to GM Policy or Strategy Framework	<i>Delivery of the scheme will support the growth ambitions articulated within the Places for Everyone Plan and the GM Strategy. The scheme will be delivered in the context of the GM 2040 Transport Strategy, GM Congestion Plan, and Made to Move walking and cycling plan to identify improvements tackling traffic congestion, promote sustainable modes of travel and better integrate transport and new developments.</i>
Financial	<i>The report focuses on providing Scrutiny Members with a progress update along with setting out potential engagement activities linked to the scheme. The latest financial position is detailed within the Executive report considered on the 25.07.22.</i>
Legal Implications:	<i>There are no legal implications arising from the content of this report.</i>
Equality/Diversity Implications	<i>None as a consequence of this report</i>
Sustainability Implications	<i>The delivery of the schemes will be required to meet current policy in relation to sustainability. The Council is setting a target to exceed the current minimum legal targets for biodiversity by achieving a 10% net gain in line with the UK Habitat Classification System.</i>
Carbon Reduction	<i>In line with local and regional policy, there will be extensive provision for active travel and sustainable forms of transport embedded within the scheme with additional provision for improvements to public transport services. The environmental assessment as part of the planning submission will include an appraisal in line with DMRB LA114(Climate).</i>
Resource Implications e.g., Staffing / ICT / Assets	<i>Existing resources have been identified to support the delivery of the schemes and related activity across all the partners. Legal resources will be required to support the CPO process.</i>
Risk Management Implications	<i>The scheme is ambitious with many risks which need careful management. Key risks include failure to secure the necessary funding for the scheme and failure to achieve planning permission. Other risks include failure to acquire the requisite land, construction cost inflation and resolving engineering issues with the site.</i>
Health & Wellbeing Implications	<i>The Carrington Relief Road will include new active travel infrastructure on the route, as well as the existing A6144 encouraging residents to make healthier choices in life and thereby improving the health and wellbeing of Trafford's residents.</i>
Health and Safety Implications	<i>None as a consequence of this report.</i>

1.0 Background

- 1.1 The Carrington Relief Road (CRR) is but one part of a wider package of transport infrastructure and new developments in the Carrington / Partington area. Collectively they address a number of strategic needs for the area in terms of transport improvements, improving the quality of life for local residents and unlocking significant employment opportunities for the area. As well as providing for private and business traffic, the route will also include enhanced facilities for bus travel, walk and cycling. The road should therefore be viewed as an enabling activity to bring about wider benefits for the local community and those that travel through the area.
- 1.2 The improvement of transport in and around Carrington has been a key component of Council Policy since the adoption of the 2012 Core Strategy. This recognised that the opening up of the former Shell petrochemical site and related areas for development was dependent on improving access for all road users. A further objective of the Council is to improve connectivity to the outlying district of Partington which suffers from suppression of economic activity due to poor public transport penetration, road congestion on the A6144, and a lack of active travel infrastructure. A principal component of this is the Carrington Relief Road is intended to take traffic away from the narrow A6144 Carrington Lane and Manchester Road – thus alleviating existing congestion, improving overall capacity and providing a safe and more effective route for cycling and public transport.
- 1.3 The Greater Manchester Transport Strategy 2040 Delivery Plan 2021-2026 identifies the CRR as a project which can be delivered in the next five years. The route will support growth in the Carrington area and assist in creating a safe environment for walking, cycling and public transport.
- 1.4 A key benefit of the CRR will be the improvements which can be made to the A6144. Much of the traffic, particularly HGVs, will use the new route thereby allowing for traffic calming measures and improved walking, cycling and public transport access on the existing A6144 route. This will be of significant benefit to the existing Carrington / Partington community providing enhanced public transport and active travel access to the surrounding area. The Places for Everyone (PfE) New Carrington allocation policy (if approved) will require new and improved cycling and walking access to be delivered as part of the development and both the CRR and A6144 will form integral parts of the network and also link to the wider Bee Network and MCF schemes.
- 1.5 The CRR will also deliver improved bus access to the Carrington and Partington areas as part of wider improvements planned for the PfE allocation, this could include improved bus stops and improved service frequencies and routes, and improved journey time reliability. These improvements will be made in the context of the wider GM Bus Reforms programme which will lead to greater control of routes and service frequencies helping to better connect communities across GM, including at Carrington / Partington.
- 1.6 Based on this analysis the strategic objectives for the scheme will include:
 - Providing sufficient capacity within the transport network to deliver growth in housing and employment
 - Improving journey times and journey time reliability to create a network suitable for improved public transport services
 - Providing an alternative route for traffic using the A6144

- Creating the ability to introduce speed and safety measures and to encourage active travel, especially through Carrington Village
- Providing improved infrastructure and environmental enhancements which encourage active travel to and within the development area, including walking, cycling and horse riding.

2. Executive Report 25 July 2022

- 2.1 On the 25 July 2022, a report was presented to the Council's Executive to ensure that Members were provided with a comprehensive overview of the scheme's current position and to seek agreement on a number of recommendations. This provides the most up to date position as to the schemes progress funding and management.
- 2.2 This report deals with plans for community consultation and engagement. Rather than reporting to the Scrutiny Committee 'after the fact' this report sets out draft proposals and seeks the views and comments of the Committee in helping to guide and develop the approach to future consultation.

3.0 Revised Programme and Next Steps

- 3.1 In moving the scheme forwards, a key element will be to prepare all necessary information to submit a planning application for the scheme. The preparation of a planning application represents a significant body of work which will encompass all aspects of the scheme's design and planning. Set out at Table 1 are the core work areas required for the successful submission of a planning application. Set out within Table 2 is the revised programme for the entire scheme.

Table 1: Planning Application Preparation Activities

Activity	Objective/Approach	Resource
Developing all aspects of the design and resolving all key engineering issues and risks.	This will enable the design to be fixed to a sufficient level of detail suitable for a planning application and the identification of a red-line boundary. This will also enable a further refinement of the scheme budget and delivery programme.	Led by the lead Amey Consulting team but involving all design specialists.
Undertaking traffic modelling work.	This will enable the design of the junctions to be finalised and will take into account the aspirational active travel and public transport improvement objectives.	The project team is working with specialist consultants within Amey, and colleagues within The Council and TfGM to develop an acceptable strategy for future traffic scenarios across the whole Carrington development allocation.
Public Consultation.	The planning process requires a formal public consultation exercise and	The Council has appointed a specialist communications consultant

	<p>statement as part of the submission. This is expected to take place around November 2022. The Council also wishes to undertake preliminary consultation as design details and solutions are developed in the lead up to a design fix. This will include consultations on elements such as landscape and ecology, which had a high public interest based on previous stakeholder engagement. Issues such as affected public rights of way, the potential for improvements on the A6144, and other factors will also be subject of public engagement.</p>	<p>to assist the project team in the forthcoming consultation exercises. The identified firm has a strong track record of working on projects of a similar nature and has National Highways as one of its main clients.</p>
<p>Preparing an Environmental Impact Statement</p>	<p>This is an essential component of submitting a planning application of this magnitude. As a result, The Council will prepare an Environmental Impact statement based on an approved scoping study, covering all aspects of scheme appraisal required by the current planning legislation.</p>	<p>Led by the lead Amey Consulting Team, the Planning Consultant will work with a number of specialists who have the appropriate expertise to undertake the required survey and assessment work according to industry and legislative standards. We have instructed the team to further enhance the target parameters relating to Biodiversity Net Gain to ensure that the scheme will be compliant to anticipated future legislative obligations for increased provision.</p>
<p>Submission of the full Planning Application</p>	<p>This is expected to take place around May 2023 subject to no adverse issues affecting the delivery programme. This will be the culmination of work that is currently ongoing.</p>	<p>The process is led by the main design team and the planning consultant.</p>

Table 2 – Revised Programme

Timescale	Activity
Winter 2022	Formal public consultation
Spring/Summer 2023	Submission of a planning application
Spring 2024	Full business case
Winter 2024	Start of work on site (subject to securing planning permission)
Spring 2027	Completion of construction

4 Public Consultation Strategy Proposals

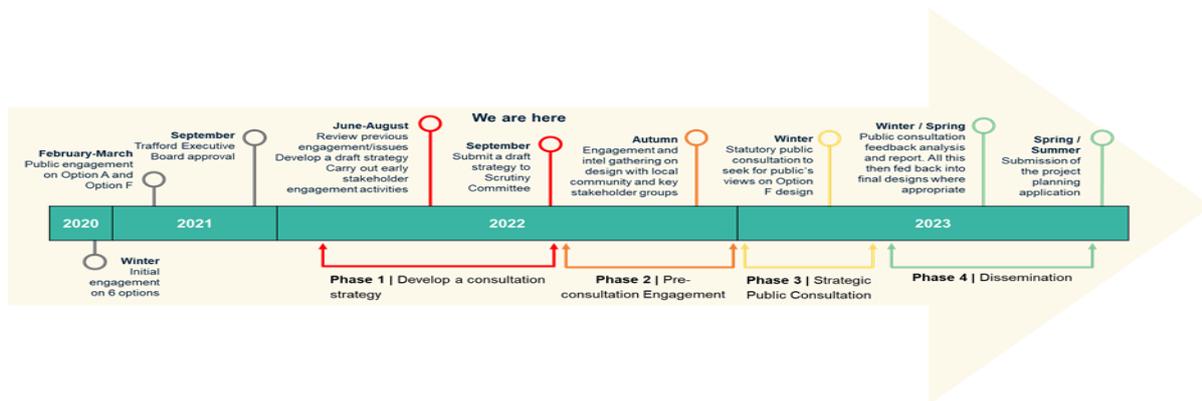
- 4.1 The Council is required by law to undertake a formal public consultation exercise as part of its application for planning consent to construct the new road. The strategy is intended to ensure that these requirements are fully met.
- 4.2 The scheme, however, is of regional significance, and it is therefore important that The Council ensures that the community and stakeholders are as fully involved in the development of the scheme as possible. This would also be a key component of the risk management strategy. As such, it is the Council's aim to undertake more public consultation and engagement than is statutorily required.
- 4.3 The project delivery team has been augmented by a specialist consultant to assist with the process of public engagement as the project moves forward. It was reported to the July Executive that Copper Consulting have a strong track record in supporting public engagement and formal consultation in major highway infrastructure schemes across the country, with their clients including National Highways, who are recognised as setting the industry standard in the quality of public engagement.
- 4.4 Copper Consulting are being tasked to develop a draft strategy which will outline anticipated requirements and this report sets out the proposed key methodologies and timescales which will lead to the project being submitted for planning consent next year.
- 4.5 The Scrutiny Committee is invited to note and comment on the proposals so that any feedback can be reflected in the strategy as it is finalised.

5 Primary Objectives of Consultation and Phases

- 5.1 There are three primary objectives in developing a strategy for the project. These are to:
- Ensure that the Council complies with its statutory planning duties
 - Ensure that all stakeholders have had an opportunity to comment on the scheme
 - Enable the local community and other stakeholders to input to the developing design
- 5.2 The table below sets out the main phases that the emerging strategy will cover, together with a brief outline of outputs.

Planning Application Period	
Phase	Activities and Purpose
Phase 1 – Develop a consultation strategy	<ul style="list-style-type: none"> • Engage a specialist consultant to advise on best practice • Identify objectives, issues and messages of a consultation strategy • Carry out early stakeholder engagement activities • Review previous engagement/issues
Phase 2 – Stakeholder Engagement	<ul style="list-style-type: none"> • Initiate participation of the local community and stakeholders • Facilitate stakeholder comment on aspects of the design which are in development • Communicate the strategic and specific objectives of the project • Ensure that objectives are calibrated
Phase 3 – Formal Consultation	<ul style="list-style-type: none"> • Use a range of methodologies to seek comment on the scheme proposals • Design the formal consultation taking into account earlier engagement • Take into consideration feedback received in the developing design
Phase 4 - Dissemination	<ul style="list-style-type: none"> • Carry out analysis of the feedback given • Prepare a report summarising the “you said – we did” outcomes • Prepare a formal statement as part of the planning application • Continue to consider feedback in any ongoing design activity
Post Planning Application Period – subject to consent being given	
Phase 5 – Detailed Design	<ul style="list-style-type: none"> • Maintain a commitment to keep the community informed of progress of the scheme • Allow a suitable conduit for ongoing public questions and requests to be received and be appropriately responded to by the project team • Develop a construction phase strategy
Phase 6 - Construction	<ul style="list-style-type: none"> • Maintain a commitment to keep the community informed of progress of the scheme • Allow a suitable conduit for ongoing public questions and requests to be received by the project team

5.3 The indicative phases of the consultation strategy are set out below within the diagram.



6 Phase 1 – Develop the Engagement Strategy

- 6.1 The strategy has been developed to this stage by undertaking a range of research activities including:
- Review of previous stakeholder engagement
 - Audience segmentation (review of data, information, and insights to build knowledge on how the area differs from the national picture)
 - Understanding of stakeholders including how they preferred to be engaged, their concerns and our opportunities to increase scheme advocacy
 - The link between the CRR scheme and the wider PfE objectives
- 6.2 The Council is aware of some adverse comments on previous endeavours to engage with the public. Our specialist consultant (Copper Consultancy) has reviewed previous engagement approaches and assessed the scheme to identify opportunities to address these concerns in the proposals.
- 6.3 Some of the first activities have included building on existing engagement and relationships with stakeholders, and this will lead to engagement with a much wider range of stakeholder groups, some of which may not have been previously reached.
- 6.4 Early activities have already taken place to ensure that the strategy is developed in line with wider views and that the project can remain on programme as the design work develops.
- 6.5 Three main events have occurred to date which include:
- A briefing to the three local Ward Councillors
 - A briefing to a local interest group known as Friends of Carrington Moss, plus other local stakeholders including Partington Parish Council and Peak and Northern Footpaths Society
 - A site walkover of the proposed alignment with a similar group of local stakeholders
 - The key aspects of the strategy have been developed and are set out in this report
- 6.6 We have recorded each of these activities and can confirm an overall positive outcome and a desire for all those engaged to continue to maintain interest and involvement in the scheme.
- 6.7 Appendix 1 contains a summary of public engagement and consultation activities that have been undertaken on the project up to the present date.

7 Phase 2 – Stakeholder Engagement Activities

- 7.1 This phase of the overall strategy is key to the Council making adequate preparation for the forthcoming formal public consultation process. The main benefit to engaging with stakeholders during this phase is that significant aspects of the project design and concepts are at the early stages of development. Therefore, comments, feedback and proposals from the community can be considered and incorporated into the design options.
- 7.2 The table below outlines some of the activities proposed during this phase, which have been developed from industry best-practice techniques and the early engagement that has been undertaken by the team who have listened to a range of views on how consultation could be effective.

Strategies (what you are trying to achieve)	Tactic (how you are going to achieve it)	Audience
Stakeholders understand key messages around: Environment Active Travel Road Economic growth	Clear concise messaging Tailor messaging to stakeholder groups Newsletters / Residents Associations / Web page / Social media	Environment Natural England / FoCM / Wildlife Trusts Active Travel Bus companies / local students / young families / ED&I groups / Equestrian centres / walking groups / Rambler groups / residents Road Residents / businesses / road haulage / landowners Economic growth Residents / businesses / landowners
Listen to stakeholder feedback	Resident group meetings Teams/F2F meetings Promote channels that encourage 2-way dialogue (scheme inbox/webpage/social media comments)	ED&I groups Active Travel Groups Partington residents Environment Groups Landowners
Public understand the formal planning process and know how/when to get involved	Clear concise messaging Newsletters / Residents Associations / Web page	Residents / businesses / active travel groups / landowners

Promote the benefits of CRR	Communications campaign - we will transition to a pro-active communications campaign focusing on the wider benefits of the CRR (of which new road is an integral element). Designed to consistently communicate positive messages to a diverse audience across Bucklow St Martins and Trafford, whilst identifying and leveraging project advocates ready for consultation.	Environment Natural England / Local Env groups / Wildlife Trusts Active Travel Bus companies / local students / young families / ED&I groups / Equestrian centres / walking groups / Rambler groups / residents Road Residents / businesses / road haulage / landowners Economic growth Residents / businesses / landowners
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8 Phase 3 – Formal Public Consultation

- 8.1 This phase is a statutory duty of the Council as part of the process of submitting a detailed planning application for the scheme.
- 8.2 The strategy will set out the full range of activities required under the Planning Act 2008, which will include:
- Consult with pre-scribed consultees under section 42 (1) (A) (B) (C) and (D) and prescribed bodies Section 42 (1)(A)
 - Define local authorities – Section 43
 - Consulting persons with an interest in Land - Sec 42 (1) and Section 44
 - Timetable for consultation – Section 45
 - Notifying the SoS to notify them of the beginning of a consultation - Section 46
 - Consulting the local community – Section 47
 - Producing and adhering to the commitments in the Statement of Community Consultation
 - Publicising pursuant to Section 48
 - Take account of responses – Section 49
- 8.3 During consultation all materials will be available to view in different ways, to ensure the consultation is accessible for all, including:
- deposit points at libraries including brochures, questionnaires and supporting technical documents
 - online through the scheme webpage
 - printed brochures and questionnaires to those who request them
 - face-to-face and online events across a range of times and dates

- 8.4 The project team will be accessible, and a focus will be made to target seldom heard groups (groups that are commonly hard to reach) as identified in the lead up to consultation.
- 8.5 It should be noted that between phases 2 and 3 it is not intended to publish a formal report. The engagement process is expected to be iterative with the design process to a certain extent. However, it is intended that the web pages for the scheme will hold useful information throughout the project.

9 Phase 4 – Dissemination

- 9.1 Following the close of consultation, attention turns towards addressing the feedback received and producing a consultation report.
- 9.2 The consultation report is a full evidence base of the consultation activity and demonstrates the applicant has complied with its legal processes. A main component of the consultation report is demonstrating how the feedback received has been taken into consideration and explaining how this has informed the development of the project. It is vital to consult meaningfully and be able to use the feedback to genuinely influence and improve the project. Once complete, the consultation report is then submitted as part of the Planning Application – Section 55 of the Act. The full application includes a number of other technical documents led by other disciplines within the project team.
- 9.3 During this period, an ‘interim consultation report’ which includes a high-level snapshot of the feedback received and its initial thoughts on how comments are being addressed will be developed and published. This is a condensed and more digestible version of the full report and is often referred to as a ‘you said, we did’ document. Publishing an interim consultation report closes the feedback loop and provides respondents an earlier opportunity to see the matters raised and applicant’s consideration.

10 Phases 5 and 6 – Post Planning

- 10.1 Only essential work will take place on the project during the planning determination phase. However, this will include developing the outline of objectives and methodologies for further public engagement during the remaining project phases.
- 10.2 Should the scheme receive approval, the strategy will be updated and submitted for further comment.

11 Scheme objectives

- 11.1 Scheme-specific objectives for the proposed new road have been published and adopted previously, and will form a key part of the messaging going forward. They are detailed within Section 1.6 of this report.
- 11.2 It is important that high level objectives remain flexible enough to deliver a successful scheme and which reflects community and stakeholder issues and priorities. As the design progresses in coordination with strategic regional specialist partners such as TfGM, so do various requirements develop around themes such as public transport and active travel.

- 11.3 Through engagement with the local community, it is clear that there is a desire, for example, for the scheme to ensure that Partington benefits from such a significant local investment.
- 11.4 The Council is aware of several areas of interest and concern of the local community including (but not limited to):
- Ecology and habitat
 - Traffic congestion and pollution (noise and air)
 - Road safety
- 11.5 It is the intention of the project team, therefore, to facilitate dialogue on these and other issues so that overall scheme objectives can be refined if necessary and that the design reflects consideration of stakeholder concerns and ideas.
- 11.6 The following elements of the design will soon begin to develop, and this makes them ideal themes on which to have meaningful engagement which will address the feedback or concerns received to date:
- Landscape design
 - Biodiversity solutions
 - Public Rights of way
 - A6144
 - Active Travel

12 Places for Everyone (PfE)

- 12.1 It is important to note that the project is an initial component of the much wider objective of creating New Carrington which aims, over the next 15 years, to deliver:
- 4,300 homes to be delivered in the plan period to 2037, and 5,000 homes in total
 - 350,000 sqm of employment floorspace for industry and warehousing
- 12.2 PfE has already been subject to a lengthy and comprehensive process of public engagement and public consultation over many years. The proposals are currently with central government and further engagement will occur when an Independent Planning Inspector is appointed by the Secretary of State as part of the independent examination.
- 12.3 It is therefore important that the proposed public engagement and consultation strategy for the relief road project relates directly to the issues associated with its eventual construction, and issues of concern expressed about wider developmental impacts should be addressed by that strategy.

13 Ongoing activities spanning all phases:

- 13.1 It is worth noting that throughout the phases listed above, there will be a continuing presence both online through the scheme web page, and a scheme inbox monitored by the project team.
- 13.2 Conversations will also continue with key internal stakeholders such as Trafford Comms Lead and key discipline leads internally in Amey and Trafford Council. This will ensure a joined up approach when delivering any communications and engagement externally.

Appendix 1 – Previous Consultation Summary

Date	Activity	Output	Reach
Pre Executive 2021 report activity			
2012	Trafford Core Strategy development	An adopted Local Plan	- Statutory consultation was undertaken to develop Trafford Council's Local Plan.
2016	Statutory planning consultations with regards to the formation of the PfE since 2016.	Draft PfE document development	- Development of the draft PfE was Greater Manchester wide through a variety of different consultation and engagement approaches.
Dec 20	Engagement with stakeholders pre consultation period	400 emails	<ul style="list-style-type: none"> - Trafford councillors - Local businesses - Media contacts - Stakeholder community groups and residents etc.
Feb – Mar 21	Public engagement on Option A and Option F	Poster Postcards A recorded presentation explaining the background to the scheme, the options selection process and the two options to be taken forward. Twitter posts (2 x found)	Trafford Council's website / social media channels 10,000 postcards sent to local-residents. Posters shared with local businesses.
27 Sept 21	Preferred Route Announcement (PRA)	Press release Trafford Council Executive approved 'Route F' following a two-stage options appraisal exercise	
Post Executive 2021 report activity			
22 June 22	Replied to Natural England	Around Peat, environmental risks. Route options and Option F, priority habitat identified in section 41 of the Natural Environment and Rural Communities (NERC) Act 2006, damage to Carrington Moss Site of Biological interest (SBI) and relic bog habitat	
29 Jun 22	1-2-1 meeting with Councillors c	Teams meeting to gain views and strengthen the support for the scheme.	Cllr Adele New and Cllr Aidan Williams

July 2022	1-2-1 meetings with Friends of Carrington Moss (FoCM)	Teams meeting with FoCM to better understand their views and agree further engagement approach to acknowledge their concerns.	Resident Representatives: Marj Powner (Friends of Carrington Moss). Paul Beckman (Warburton Parish Council) Jean Booth (Carrington Parish Council) Jo Fogarty (Positive Partington/Partington PPC) Martin Hampar (Peak and Northern Footpaths Society)
July 22	Press release of Exec Report	Press release	
July 22	Press article – Trafford.Gov	Council continue efforts to bring relief to Carrington residents (trafford.gov.uk)	
Jan 22	Press article – Manchester Evening News	Controversial Carrington Relief Road could be here in next five years - Manchester Evening News	
August 22	Walk-over with FoCM	Face-to-face meeting with FoCM to gather insight, listen to priorities, opportunity to do this via a walk over of the scheme	Resident Representatives: Marj Powner (Friends of Carrington Moss). Paul Beckman (Warburton Parish Council) Jean Booth (Carrington Parish Council) Jo Fogarty (Positive Partington/Partington PPC) Martin Hampar (Peak and Northern Footpaths Society)
August 22	Meeting with Trafford with Communications Team	Teams meeting to understand local interest, Trafford policy on comms and engagement, building insight on previous engagement undertaken	Martin Dillon, Communications and Marketing Manager at Trafford Council

Appendix 2 -Outline Programme for Future Engagement and Consultation Events

Activity	Delivery month												
	Aug 22	Sept 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	April 23	May 23	June 23	July 23	August 23
FoCM walk over (24 Aug 10-2pm)	X												
Advocacy campaign/comms	x	X	X					X	X				
Speak with Trafford Comms Lead	X	X	X	X	X	X	X	X	X	X			
Education piece		X	X					X	X				
Web page update		X			X	X			X				
Internal collaborative workshop		X											
Focus groups		X	X	X									
Scrutiny committee meeting		X											
Ecology surveys (identify potential comms opportunities)	X	X											
Engagement with TfGM / Landowners / utility companies	X	X	X	X	X	X	X	X	X	X			
STEM - primary / secondary			X										
Social Value		X	X				X	X					
Resident Association update		X	X		X			X					
Prep for consultation Comms collateral (brochure/questionnaire) /		X	X	X	X								

GIFs / video / briefing packs / maps / visuals													
Post consultation engagement							X	X					
Pre-Planning Application engagement										X			

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TRAFFORD COUNCIL

Report to: Executive
Date: 25th July 2022
Report for: Decision
Report of: Executive Member for Economy and Regeneration

Report Title

Scrutiny Committee – Task and Finish Group: Review of Disability Access within Trafford – Response to Interim Report

Summary

The Scrutiny Committee has considered the issue of how disability access can be improved within Trafford. A Task and Finish Group was established and reported its interim findings in March 2020 – emphasising areas for priority attention (see Appendix 1). With the advent of the pandemic the matter was placed on hold - This report now sets out a proposed response to the recommendations of the Scrutiny Committee

Recommendation(s)

It is recommended that that the Executive:

- (i) Notes the recommendations of the Scrutiny Committee Task & Finish Group**
- (ii) That in response to the recommendations of the Task & Finish Group, directs the Corporate Director, Place to:**
 - a. Ensure the Planning service makes the most of opportunities to improve accessibility within planning applications for new developments – via staff training, early discussion with developers and proactive consideration by Highway Officers to ensure the provision of an accessible environment.**
 - b. Ensure that the Trafford Design Guide & Design Code fully reflects accessibility principles**
 - c. Retain a policy on Adaptable & Accessible Housing within the Local Plan when it is presented to the Executive to approve its final formal consultation.**

Contact person for access to background papers and further information:

Adrian Fisher Director of Growth & Regulatory Services – Adrian.fisher@trafford.gov.uk

Background Papers: None.

Implications:

Relationship to Policy Framework/Corporate Priorities	Better accessibility supports all three corporate priorities – most obviously that of reducing health inequalities. However accessible environments also ensure that all people can fairly access the employment & facilities they need. If we promote places that promote independent movement for all people we can also drive down dependency on vehicular transport
Relationship to GM Policy or Strategy Framework	These issues align closely with the aims of the TFGM streets for all strategy.
Financial	The preparation of development plan policies and the negotiations of planning applications have implications for staff time. In March 2022 the Council received a grant of £160,000 to facilitate its role as a Design Code Pathfinder, which will assist with ensuring accessibility is factored into the Design Guide.
Legal Implications:	<p>The Public Sector Equality Duty is a duty imposed on all UK public bodies by section 149 of the Equality Act 2010, to take equalities considerations into account when exercising any of their functions and taking decisions</p> <p>The duty imposed by section 149(1) of the Equality Act 2010 on public authorities is one requiring them, in the exercise of their functions, to have due regard to the need to:</p> <ul style="list-style-type: none"> • eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the act; • advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and • foster good relations between persons who share a relevant protected characteristic and persons who do not share it. <p>The relevant protected characteristics that section 149 of the Equality Act covers are age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; and sexual orientation.</p>
Equality/Diversity Implications	As set out above Section 149 of the Equality Act provides that public authorities, when exercising their functions, must have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between persons with protected characteristics and those that do not share them. Disability is one of the

	protected characteristics referred to in the Act.
Sustainability Implications	Accessibility supports the 'social' strand of sustainable development
Carbon Reduction	None directly arising
Resource Implications e.g. Staffing / ICT / Assets	Minor implications in terms of staff resources devoted to planning policy and planning applications.
Risk Management Implications	None directly arising
Health & Wellbeing Implications	Better accessibility supports improvements in Health & well being for people with disabilities
Health and Safety Implications	None directly arising.

1.0 Background

- 1.1 The Scrutiny Committee on 11 March 2020 considered the Interim Report of the Disability Task and Finish Group. The advent of the pandemic and the initial lockdown almost immediately afterwards delayed further consideration of these matters by the Executive. This report now formally responds to those recommendations and reflects work that has taken place over the intervening months.

2.0 Matters Raised and Response

Task the Planning Team to lead on working with the Governance Team to explore how to optimise the application of PSED concerning Disability Access when granting Planning Permission for new and refurbished, non-private dwelling, developments. To answer the question: How can we make Disabled Accessibility a condition of every Planning application, other than private dwellings, which we grant?

- 2.1 In addressing accessibility it is important to distinguish between the role of Building Regulations and planning. As the Task & Finish Group highlight, to be fully effective, the Council needs to ensure the two systems work properly in tandem. However they are two separate legislative regimes – with (broadly) Building Regulations governing the interior and immediate means of access to buildings and their construction – and the Planning system, the exterior & environs. Relevant legislation and Guidance governs how the Council can respond to the recommendations
- 2.2 The process of determining planning applications can do much to ensure that accessibility is addressed within new developments. This particularly relates to ensuring there is sufficient disabled parking in line with published standards and that the environment around buildings is suitable and accessible. Where appropriate, improvements to the adjacent highway (footpaths/crossings etc) can be secured. Planning decisions also need to consider the implications on protected groups if, for example, their home is to be demolished as part of the proposals, even if they are to be moved into the new scheme. Past High Court cases underline the importance of upholding the Public Sector Equality Duty within planning decisions.
- 2.3 Consequently there is much that can be done by applying the PSED within the Council's planning functions. It is widely acknowledged that relatively modest

measures can deliver significant improvements to accessibility – and where these are planned at the outset, their cost is almost negligible. Conversely, once a plan is decided on and implemented, it can be virtually impossible to retrofit those self-same measures. Accordingly there is significant benefit in securing improvements early on in the planning of new developments – and in ensuring disability access is central and integral to the delivery of Trafford Planning functions.

2.4 There are a number of ways in which this can be achieved:

- Training for planning officers – reminding them as to the benefits of more accessible developments, a refresh of relevant case law as it relates to accessibility and equalities and the need to consider accessibility at an early stage in applications. A practice note is being put together in conjunction with Legal to ensure that the PSED can be discharged where equality issues arise in planning applications.
- An integrated approach to Planning and Highways. The Council is both planning and highway authority – and appropriate off-site measures on the local road network need to be considered
- Training for Councillors – to ensure issues are well understood – and also the extent and limitations to the Council’s powers.

2.5 It is anticipated that if such issues are highlighted at an early stage, most responsible developers will respond positively – and this will secure appropriate improvements in the vast majority of cases. Consideration will be given as to how any voluntary improvements in accessibility are presented within planning committee reports – developers cannot be penalised for only doing what is required of them – but equally members will be keen to learn if improvements have been negotiated. The Planning Team will work with legal officers to see how best this issue can be covered within reports. Residential development is currently considered on the ‘tilted balance’ – which (in simple terms) favours the grant of consent on housing schemes. Accordingly the Council needs to be mindful that the optimum improvements may not be possible in every single case.

2.6 Accessibility can be addressed via ensuring the submitted plans include the provision of an accessible environment in and around developments – and such plans can be amended during the planning application process. Appropriate conditions and or planning obligations may secure further improvements or require that further details be submitted and approved. It should be noted that the planning system cannot alter the Building Regulations (except in the specific circumstances set out in paragraphs 2.11 & 2.12) – and the Council has no discretion over the Building Regulations which are set nationally.

2.7 It is also important to stress that significant permitted development rights now exist in relation to the creation of new dwellings – especially regarding office conversions. The intention is to de-regulate this activity so as to facilitate the supply of new homes. As a consequence the Council’s power to shape the development is more limited and the attendant prior approval process does not provide the same level of control. This restricts and in many cases removes our ability to apply development plan policy and guidance requiring disability access improvements.

Task the Planning Team to ensure that the new Trafford Design Guide is robust in its inclusion of Accessible Design Principals –we need to go beyond building regulations.

- 2.8 At the outset it is important to stress that the means by which higher standards of accessibility can be achieved within buildings is via the Building Regulations. Going “beyond” the building regulations is not an option in terms of the Council’s regulatory powers – rather the choice is to adopt optional higher standards within the building regulations themselves. This can be achieved via the Local Plan (see below).
- 2.9 Revisions to the National Planning Policy Framework, the governments over-arching guide to the planning system, encourages better design in new developments and the adoption of design guides and design codes by Local Authorities. The Trafford Design Guide has accessibility and liveability as a recurring theme throughout. The aim is to create living and working environments that are suitable for the whole community. Particular attention will be focussed on highways and landscaping – the public realm and exterior of developments where careful design can make significant improvements to the overall accessibility of a development.
- 2.10 In March 2022 the Council become one of the Governments Design Code ‘Pathfinders’ – with an award of £160,000 to help develop local design principles for the Borough. Work is now underway for local engagement on the draft design guide and design code principles – with consultation planned for 6 weeks from 1 July.
- 2.11 It is hoped that this engagement will help shape and refine the accessibility proposals within the Design Guide, as well as informing the balance between guidance and the formal code. The finalised documents will come before the Executive later this year for final approval.

Task the Planning Team to ensure that the Urban Development Plan, Urban Development Plan and Neighbourhood Plans e.g Active Urmston Plan are robust in their inclusion of Accessible Design Principals –we need to go beyond building regulations

- 2.12 Local planning authorities have the option to set additional technical requirements exceeding the minimum standards required by Building Regulations in respect of access as part of their Local Plan. To do this the Council will need to gather evidence to determine whether there is a need for additional standards in our area, and justify setting appropriate policies in our Local Plan
- 2.13 National guidelines set out the kind of information and data which is required to make this case. Where a local planning authority adopts a policy to provide enhanced accessibility or adaptability they should do so only by reference to Requirement M4(2) and/or M4(3) of the optional requirements in the Building Regulations. In other words whilst the Local Plan can choose to adopt higher standards, those standards are already set out in the building regulations – and it will be for the building regulation system and not the planning process to ensure they are adhered to.
- 2.14 The Council recently published a Draft Local Plan for consultation between 4 February 2021 and 18 March 2021. This first formal draft (known as a “Regulation 18” Plan) is the initial stage of devising a local plan – it will need to be followed up by a best and final version (“Regulation 19”) once the over-arching ‘Places for Everyone’ strategic plan is sufficiently advanced.

- 2.15 The 2021 draft plan included Policy HN6 ‘Adaptable & Accessible Housing’ which required that, in line with the Places for Everyone Plan, all new dwellings will be expected to be built to Part M4(2) accessible and adaptable homes standard. It further required that on proposals of 50 or more residential units the Council will expect at least 2% of new dwellings to be built to Part M4(3) wheelchair accessible standards.
- 2.16 As referenced above the Places for everyone plan also includes a strategic policy on this topic - Policy JP-H 3 Type, Size and Design of New Housing. This required that Housing be built to the ‘accessible and adaptable’ standard in Part M4(2) of the Building Regulations, unless specific site conditions make this impracticable. The Places for everyone plan is currently the subject of Examination – and this in turn will determine the ultimate form of this policy.
- 2.17 Should the Places for Everyone policy proceed, then that will greatly assist the Trafford specific policy which provides more detail on how the standards will be applied locally. The Trafford Local Plan Policy will also need to be subject to its own viability assessment before being finalised.
- 2.18 The Trafford Civic Quarter Area Action Plan is a development plan covering a relatively small area of Old Trafford. This plan is proceeding through formal examination and has now reached the Modifications stage and it is hoped that it will be adopted in the autumn of 2022. The Plan includes a number of policies that support accessible environments which will then apply with full weight within the Civic Quarter Area.

Other Options

The Executive could choose not to explore the issues in more detail.

Consultation

No Consultation required to produce this report. Consultation was be undertaken as part of the Places for Everyone Plan and Trafford Local Plan as set out in the report. The Trafford Design Guide will be the subject of consultation in the summer of 2022. All Planning applications are subject to routine consultation.

Reasons for Recommendation

To fully respond to the recommendations of the Scrutiny Committee

Urgency of Decision

Not applicable

APPENDIX 1

[Disability Task and Finish Group Interim Report 11 March 2020](#)

Key Decision (as defined in the Constitution): No

If Key Decision, has 28-day notice been given? N/A

Finance Officer Clearance - PC

Legal Officer Clearance TR

CORPORATE DIRECTOR'S SIGNATURE

A handwritten signature in black ink, appearing to be a stylized name followed by a horizontal flourish.

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

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TRAFFORD COUNCIL

Report to: Scrutiny Committee
Date: 11 March 2020
Report For: Approval
Report of: Scrutiny Committee Task and Finish Group: Review of Disability Access within Trafford

Report Title

Scrutiny Committee Task and Finish Group: Review of Disability Access within Trafford Council – ***Interim Report: to highlight immediate opportunities to influence improvements in Disability Access via the Planning Process***

Full Report to follow once work is complete.

Purpose of Task and Finish Group

To put Disability Access at the heart of everything that we do as Trafford Council

In May 2019, it was agreed that a Scrutiny Task and Finish Group would be formed to conduct a review of Disability Access within Trafford.

Purpose of this Interim Report

To highlight immediate opportunities to influence improvements in Disabled Accessibility via the Planning Process:

1. There is widespread building and refurbishment of businesses/buildings taking place across Trafford NOW. Quick action can influence these developments.
2. The Trafford Design Guide, Urban Development Plan and Neighbourhood Plans e.g Active Urmston Plan etc. are being written currently. Now is the time to influence them.

Recommendations

That the Executive adopt the recommendations made in Section 5 of this report

Contact Person for access to background papers and further information

Name: Alexander Murray – Governance Officer

Extension 4250

Background Papers(links contained in the report):

The Public Sector Equality Duty – Equalities and Human Rights Commission

Equalities Act

Essential Principles for Built Environment Professionals – Creating an Accessible and Inclusive Environment – Construction Industry Council

1. Background

The Council has adopted the Social Model of Disability and will therefore strive to remove any Organisational, Physical or Attitudinal barriers that confront the Disabled Community; thus enabling Disabled People to fully participate in and benefit from all Trafford's opportunities, facilities and activities.

2. Membership of Task and Finish Group

Councillors: B. Winstanley (Chair), D. Acton, S. Proctor, A Akinola, A Williams, J Lloyd plus 2 lay members.

3. Timeline

3 Jul 2019	Meeting with Manchester City Council Lead Member for Disability
15 Jul 2019	Meeting with Building Control, Trafford Regulatory Services
20 Aug 2019	Meeting with Trafford Chief Exec and Corporate Director of People
22 Aug 2019	Meeting with Greater Manchester Coalition of Disabled People(GMCDP)
10 Sep 2019	Meeting with Manchester Disabled People's Acton Group(MDPAG)
18 Sep 2019	Meeting of Full Task and Finish Group - Scoping
17 Oct 2019	Consultation session with local Disability Groups and MCC
24 Oct 2019	Meeting with Trafford Corporate Director of Governance
29 Oct 2019	Meeting with Trafford Council Disabled Staff Group
14 Nov 2019	Meeting with Trafford Neighbourhoods Team
22 Jan 2020	Second Meeting with Trafford Council Disabled Staff Group
29 Jan 2020	Council Adopts Social Model and Commits to Public Sector Equality Duty
30 Jan 2020	Meeting with Trafford Head of Planning
03 Mar 2020	Meeting with Trafford Procurement Team

4. Output: Using the Planning Process to influence improvements in Disabled Accessibility

One of the initial observations was that Members had seen Planning Permission granted within Trafford, particularly for refurbishments, where no account had been taken of accessibility.

Coupled with a question of where responsibility for Disability Access rested - within the Planning or Building Regulations Teams.

In simple terms, responsibility rests within the Building Regulations team and while for new developments, there are accessibility requirements laid down (the requirements are not ideal, but at least they exist) and these have to be met as part of the Planning Process, for refurbishments the only requirement is to 'not make things worse'.

Hence planning permission can be granted, yet accessibility remains poor.

Conscious that the Planning Team are the gatekeeper for developments there is other legislation which can be used to strengthen accessibility requirements as part of the Planning process - The Equalities Act and the Public Sector Equality Duty.

The Equalities Act lists Disability as one of the protected characteristics and under the act there is a duty to make reasonable adjustments if you're placed at a substantial disadvantage because of your disability compared with non-disabled people or people who don't share your disability. If the adjustments are not made the Equality Act says it's unlawful discrimination.

<https://www.citizensadvice.org.uk/law-and-courts/discrimination/what-are-the-different-types-of-discrimination/duty-to-make-reasonable-adjustments-for-disabled-people/>

The Public Sector Equality Duty (PSED) also places a general equality duty on Public Bodies to:

- Eliminate unlawful discrimination, harassment and victimisation and any other unlawful conduct in the Equality Act 2010.
- Advance equality of opportunity
- Foster good relations

The Public Sector Equality Duty is not limited to any specific areas of operation of organisations such as Councils – it applies to everything that we do

<https://www.citizensadvice.org.uk/law-and-courts/discrimination/public-sector-equality-duty/what-s-the-public-sector-equality-duty/>

Initial meetings with Trafford's Governance Team indicate that Trafford can invoke its duties under the PSED, under all 3 of the general duties above, to require Equality Impact Statements, and therefore issue guidance to planning applicants on accessibility for all planning requests, whether new build or refurbished (though not for private dwellings, for example when a private resident is applying to build an extension).

Manchester Disabled People's Action Group (MDPAG) also supports this approach. They say that the PSED can be used to promote accessibility at any point people access Council Services – for example applying for Planning Permission (some Councils even make accessibility a condition of granting/varying License applications).

Their experience also indicates that when questions on accessibility are asked by Planning Teams, developers learn very quickly to build accessibility in.

MDPAG say PSED can also be used for retrofit aswell as for new developments. In addition, by having a specific accessibility local policy, Councils can go beyond the 'don't need to make anything worse' section of Building Regulations and require developers/builders to make buildings accessible.

MDPAG also highlighted the work that the Construction Industry Council (CIC) have done in this area – particularly in the production of the guide ***Essential Principles for Built Environment Professionals – Creating an Accessible and Inclusive Environment*** which provides guidance for the industry.

[file:///C:/Users/3089905/AppData/Local/Packages/Microsoft.MicrosoftEdge_8wekyb3d8bbwe/TempState/Downloads/essential-principals-guide-creating-an-accessible-and-inclusive-environment-1%20\(1\).pdf](file:///C:/Users/3089905/AppData/Local/Packages/Microsoft.MicrosoftEdge_8wekyb3d8bbwe/TempState/Downloads/essential-principals-guide-creating-an-accessible-and-inclusive-environment-1%20(1).pdf)

5. Recommendations of this Interim Report

1. Task the Planning Team to lead on working with the Governance Team to explore how to optimise the application of PSED concerning Disability Access when granting Planning Permission for new and refurbished, non-private dwelling, developments.

To answer the question: How can we make Disabled Accessibility a condition of every Planning application, other than private dwellings, which we grant?

2. Task the Planning Team to ensure that the new Trafford Design Guide is robust in its inclusion of Accessible Design Principals – we need to go beyond building regulations.
3. Task the Planning Team to ensure that the Urban Development Plan, Urban Development Plan and Neighbourhood Plans e.g Active Urmston Plan are robust in their inclusion of Accessible Design Principals – we need to go beyond building regulations.

Appendix 1 – Motion passed at Council

Re-Commitment to Supporting Disabled People and Re-Adoption of the Social Model of Disability

This Council recognises that in recent years, as a result of austerity, many disabled people have seen a reduction in the support and help available to them. We believe this to be completely unacceptable and seek to restore equality of opportunity for disabled residents in order to create a fully inclusive Borough.

Trafford Council embraces and upholds its duty, under the Equality Act 2010 and the Public Sector Equalities Duty of 2011 and seeks to eliminate all discrimination on the grounds of Disability, whilst fostering good relationships.

Moreover, Trafford Council embraces the Social Model of Disability, which moves away from viewing disability as an impairment; understanding that people are disabled by the barriers they face in society. The social model recognises the barriers that make life harder for disabled people. By seeking to remove these barriers, this Council strives to create equality; thus offering disabled people more independence, choice and control.

In reinforcing the Social Model of Disability, this Council recognises that barriers for disabled people can be;

- Organisational – including where the set-up of an organisation or system can create obstacles and problems for disabled people.
- Physical - where the physical design or layout of buildings and public spaces can create barriers, rendering them inaccessible to disabled people
- Attitudinal - where there is a failure to consider or understand the requirements of disabled people. Or where there is conscious or unconscious bias or negative attitudes towards disabled people; creating a hostile, unwelcoming or discriminatory environment.

In recognising the value of the Social Model of Disability, Trafford Council believes that inclusivity and accessibility must be at the heart of all we deliver.

Trafford Council pledges to support disabled people in Trafford by re-adopting the Social Model and so strive in its policies and practices to create inclusive neighbourhoods and communities. We strive to remove barriers, whether Organisational, Physical or Attitudinal; thus enabling Disabled People to fully participate in and benefit from all Trafford's opportunities, facilities and activities.

TRAFFORD COUNCIL

Report to: Executive
Date: 20th June 2022
Report for: Decision
Report of: Executive Members for Housing and Neighbourhoods,
Environmental Services and Economy and Regeneration

Report Title

Scrutiny Committee – Gypsy & Travellers Task & Finish Group

Summary

The Scrutiny Committee has considered the issue of visits by Gypsy, Roma and Traveller people in Trafford following a number of temporary encampments in the Summer of 2021. A Task and Finish Group was established and reported its findings in March 2022 (see Appendix 1). This report sets out a proposed response to the recommendations of the Scrutiny Committee

Recommendation(s)

It is recommended that that the Executive:

- (i) Notes the recommendations of the Scrutiny Committee Task & Finish Group**
- (ii) That in response to the recommendations of the Task & Finish Group, directs the Corporate Director, Place to:**
 - a. Investigate in more detail the siting of temporary toilet provision at encampments**
 - b. Investigate suitable consultees on Gypsy, Roma and Traveller issues within the Local Plan**
 - c. Explore the feasibility of providing a Temporary Stopping Place within the Borough and provide a further report on the matter by December 2022**

Contact person for access to background papers and further information:

Adrian Fisher Director of Growth & Regulatory Services – Adrian.fisher@trafford.gov.uk

Background Papers: None.

Implications:

Relationship to Policy Framework/Corporate Priorities	Suitable accommodation or facilities for Gypsy, Roma and Traveller people supports the objective Reducing Health Inequalities. A range of evidence suggests that these communities generally suffer worse health outcomes when compared to the settled population.
Relationship to GM Policy or Strategy Framework	The 2018 Greater Manchester Gypsy and Traveller and Travelling Showperson Accommodation Assessment Update 2018 provides a strategic context for identifying Gypsy, Roma and Traveller needs.
Financial	There is a cost to the provision of bins – although this is more cost effective than incurring clean-up costs after visits are completed. However, it still represents an overall cost burden for which there is no current budget provision. Costs associated with the provision of sites or facilities will vary considerably according to location and circumstances. A negotiated stopping place might cost in the tens of thousands – a more sophisticated temporary site is the hundreds of thousands – and a permanent residential or transit site at least £1-2 million. Rent is normally payable for the use of such facilities. The incurring of additional costs would need to be addressed through the Medium Term Financial Plan process, with consequent savings or funding identified to avoid adding to the Council's financial budget pressure.
Legal Implications:	The Council addresses unauthorised encampments under Sections 77-78 Criminal Justice and Public Order Act 1994. The Police possess powers under sections 61 of the same Act.
Equality/Diversity Implications	Gypsy, Roma and some Traveller people are protected against discrimination under the Equality Act 2010 in England (Travelling Show People and 'New Age' Travellers do not enjoy protection). Section 149 of the Act provides that public authorities, when exercising their functions, must have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between persons with protected characteristics and those that do not share them. Where exercising public functions such as the provision of education and health services, public authorities are required to have due regard to this equality duty.
Sustainability Implications	The Provision of suitable accommodation supports the 'social' element of sustainable development.
Carbon Reduction	None directly arising

Resource Implications e.g. Staffing / ICT / Assets	Each visit by Gypsy, Roma and Traveller people requires significant input from Council staff, notably amongst Environmental Health, Environmental services and where necessary Adults and Children's services. Providing suitable temporary accommodation is also a complex and resource intensive activity.
Risk Management Implications	Unauthorised incursions on to public or private land can pose risks for the public or individuals through the deposition of refuse or lack of adequate sanitation
Health & Wellbeing Implications	Providing suitable accommodation promotes better health amongst people who are travelling through a locality – by providing better sanitation, clean water and refuse facilities
Health and Safety Implications	The cleaning up of sites following encampments may have implications for health & safety

1.0 Background

- 1.1 The Scrutiny Committee on 16 March considered the Interim Report of the Gypsy, Roma, and Traveller Visits Task and Finish Group. This group was established in November 2021 following a summer of several unauthorised encampments by visiting gypsies and travellers.
- 1.2 The Report sets out the key conclusions from a training session for Councillors as well as some of the issues faced by Gypsy, Roma, and Traveller Communities in the United Kingdom. The Report also makes a series of recommendations to the Executive; according to this report now responds to each of those recommendations.

2.0 Matters Raised and Response

Recommendation One: Purchase a set of mobile facilities (including bins and toilets) with Trafford Council branding for rapid deployment on any area of land that the Gypsy, Roma and Traveller community are temporarily visiting.

- 2.1 The deployment of euro bins / waste bins is already in place for temporary visits via Amey. Upon notification of the encampment this is actioned and collection and clean-up of litter and waste then follows. Some encampments utilise the bins but recent experience demonstrates that some sites still require clean ups as the bins have not been used by all of the travellers.
- 2.2 The provision of Toilets is a more complex issue – it is more difficult in terms of storage, collection and clean up. Toilet facilities would need a specialist contractor to handle and deal with the waste – with consequential costs arising. It is recommended that the siting of temporary toilets is investigated in more detail.

Recommendation two: In accordance with Section 10 of the Planning Policy for Traveller Sites 2015 the Council identify specific sites within Trafford for use by the Gypsy, Roma and Traveller communities for the next 5 years, to be included in the Local Plan.

- 2.3 In 2018 the GMCA commissioned an update of the [Greater Manchester Gypsy & Travellers Accommodation Assessment](#). This provides a strategic overview of the need for pitches across the City region – and concluded that there was a need for 44 residential pitches and 59 Transit pitches at that time across Greater Manchester
- 2.4 It is a key role of the Local Plan to ensure that the housing needs of the Borough are fully met – and this includes accommodation for Gypsies, Roma and Travellers. As part of the preparation of the Local Plan, the Council undertakes a full Housing Needs assessment – a subset of which is Gypsy & Travellers Accommodation Assessment – this will consider the need for residential pitches (a permanent base for a group) and also for transit pitches – to accommodate those who are passing through the Borough.
- 2.5 The need to identify sites is dependent on the results of the assessment – which will take a long-term view of the issue. Should a need be found then it will be the task of the Local Plan to identify and allocate a suitable site(s) to meet that need. Permanent sites are frequently in private hands but can be provided via a Local Authority or Registered Housing Provider; Transit sites are most commonly run by (or on behalf of) a Local Authority.
- 2.6 Accordingly, this recommendation will be met by existing programmed activity.

Recommendation three: Ensure that Ward Councillors are contacted as soon as a Gypsy, Roma, and Traveller community visit is known about and ensure they are kept up to date on action being taken.

- 2.7 Officers from Regulatory Services already ensure that ward councillors are contacted as soon there is a traveller encampment on Council land in their ward, and they are also regularly kept up to date on action being taken.
- 2.8 Accordingly, this recommendation is met by current practice on the issue.

Recommendation Four: Take a proactive approach to communications around Gypsy, Roma, and Traveller community visits via positive messaging through local and social media.

- 2.9 There will be the opportunity to provide positive messaging in connection with the Local Plan and provision of suitable sites. The ability to provide positive media on visiting encampments will depend significantly on the location and circumstances of such visits.

Recommendation Five: Arrange for Gypsy and Traveller Cultural Awareness Training to be rolled out to Councillors, staff, and partners.

- 2.10 The Scrutiny Committee has already arranged cultural awareness training via a specialist provider. It is recommended that further cultural awareness training be integrated into the Council's overall approach to equality and diversity.

Recommendation six: Ensure that either local representatives of the Gypsy, Roma, and Traveller community or the Charity Friends, Families, and Travellers are consulted on any plans affecting Gypsy, Roma, and Traveller communities in Trafford.

- 2.11 The Local Plan consultation database has historically contacted and consulted [The Showmen's Guild of Great Britain](#).
- 2.12 The Strategic Planning and Growth Team is currently contacting the [Friends, Families and Travellers](#) charity and [The Traveller Movement](#) to establish whether they and/or their members wish to be contacted and consulted on future plans regarding the identification and allocation of additional pitches within the borough.

Recommendation seven: Assess the feasibility of implementing a negotiated stopping policy within Trafford for Gypsy, Roma, and Traveller communities and to produce a report detailing the findings for the Scrutiny Committee to consider by the end of 2022.

- 2.13 A negotiated Stopping Policy usually allows gypsies and travellers passing through an area to resort temporarily to an unofficial site, usually in Council ownership. This could be disused land or an underused section of highway where basic temporary facilities are provided. A limit of 28 days is frequently set for any stays in these facilities.
- 2.14 The benefit of such a policy is that it provides somewhere for visiting gypsies and travellers to stay, without inconveniencing users of other land (for example playfields or parks). The difficulty often arises in seeking to identify any suitable site for this use.
- 2.15 It is suggested that the matter be explored further and a report be submitted to The Executive and Scrutiny Committee by December 2022 in line with the Committee's recommendation.

Recommendation Eight. Explore and clarify Trafford's response to the Police, Crime, Sentencing and Courts Bill in relation to unauthorised encampments

- 2.16 Under the Police, Crime, Sentencing and Courts Bill, the Government is legislating to create a new offence for England and Wales, and an accompanying power for the police to seize property (including vehicles), where individuals reside or intend to reside on land with a vehicle without permission. The offence will be committed if a person who resides or intends to reside with a vehicle on land fails to leave the land or remove their property without reasonable excuse when asked to do so by the occupier of the land, their representative or a constable and they have caused, or are likely to cause, significant damage, disruption, or distress (including anti-social behaviour).
- 2.17 A person guilty of this offence will be liable on summary conviction to imprisonment for a term not exceeding three months or a fine not exceeding level 4 on the standard scale (currently £2,500), or both.
- 2.18 The Bill also amends the Criminal Justice and Public Order Act 1994 ("the 1994 Act") to broaden the list of harms that can be subject to the direction to leave under

section 61(1)(a) (these replicate the damage, disruption and distress included in the new offence but will not be “significant”) and increase the period in which persons directed away from land must not return from three months to 12 months. Amendments to the 1994 Act will, in addition, allow police to direct trespassers away from roads.

- 2.19 Currently, Section 61-62 of the 1994 Act provides the police with two powers to remove unauthorised encampments where:
- The unauthorised campers have caused damage to the land or property on the land (except highways).
 - They have used threatening, abusive or insulting words or behaviour to the occupier, a member of the occupiers’ family, or their employee or agent.
 - There are six or more vehicles on the land.
- 2.20 The 1994 Act also gives local authorities powers to evict unauthorised encampments under sections 77 and 78 of the Act. These powers are not affected by the proposals in the Bill.
- 2.21 Once enacted, the Bill will create a new criminal offence for intentional trespass, and will extend the powers the police have to direct trespassers to leave land.
- 2.22 The Government’s view is that criminalisation of intentional residence on land without consent, and the extension of existing powers in the 1994 Act, will provide police with sufficient powers to effectively and efficiently enforce against a range of harms caused by some unauthorised encampments. The offence and strengthened police powers could also deter unauthorised encampments from being set up in the first instance.
- 2.23 The Act received received Royal Assent on 28 April 2022. The Council did not comment on the Bill during its provisional stages.
- 2.24 The Act will now complement the approach taken by the Council when visits are made to public land. Currently The Environmental Health Team have delegated powers to deal with illegal traveller encampments on Council land. Officers from Regulatory Services must first carry out a site visit to confirm the location of the encampment and clarify whether it is Council owned land. They then carry out another visit accompanied by the Police, for a site assessment and welfare enquires to be made.
- 2.25 If there are no welfare needs, officers then seek approval from the Corporate Director to initiate legal action to remove the travellers under section 77 of the Criminal Justice and Public Order Act 1994. A revisit to the site with the Police will then be made to issue the travellers with a legal notice, giving them 24 hours to leave the site. If the travellers are still on site after this period, officers would then need to apply for a Court Order from Manchester Magistrates Court which will give the Council the legal powers to evict the travellers.
- 2.26 The whole process under Section 77 can take 7 days, however, if the Police utilise their powers under Section 61 of the Act, they can move them within 24 hours.

2.27 Recently Environmental Health have added a further option of using a bailiff company to evict the travellers. Private Bailiff Companies utilise common law to move encampments and this can be executed within 24 hours for immediate removal. Private Bailiffs are a more costly option for evictions, and therefore the use of the Section 77 powers will be the normal, default process that will be followed in the majority of cases, with Private Bailiffs only being used in exceptional circumstances. For example, in cases where Environmental Health resources are stretched, where there is a group of travellers moving from site to site within the borough and a quick eviction may discourage this, or where there is an urgent need to move the travellers from a site (for example, the encampment will prevent an organised event taking place on Council land) and the Police are not willing to use their Section 61 powers. With the new powers of the Act the police may be better able to move visiting groups off land, where appropriate, without the Council having to step in.

Other Options

The Executive could choose not to explore the issues in more detail.

Consultation

No Consultation required to produce this report. Consultation will be undertaken as part of the Local Plan as set out in the report

Reasons for Recommendation

To fully respond to the recommendations of the Scrutiny Committee

Urgency of Decision

Not applicable

APPENDIX 1 – attached.

Key Decision (as defined in the Constitution): No
If Key Decision, has 28-day notice been given? N/A

Finance Officer Clearance - PC
Legal Officer Clearance TR

[CORPORATE] DIRECTOR'S SIGNATURE

(electronic) 

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

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TRAFFORD COUNCIL

Report to: The Executive
Date: 20th June 2022
Report for: Decision
Report of: Chair of the Scrutiny Committee

Report Title

Gypsy, Roma, and Traveller Visits Task and Finish Group interim report

Summary

The Task and Finish Group was agreed by the Scrutiny Committee in November 2021 following a presentation by the Executive Member for Environmental and Regulatory Services relating to Gypsy, Roma, and Traveller community visits over the summer in September 2021. The Task and Finish Group was set up to investigate what Trafford Council could do to improve relations with the Gypsy, Roma, and Traveller communities. The Task and Finish Group looked to connect with a representative from the Gypsy, Roma, and Traveller communities and found the Charity Friends, Families, and Travellers, who provided a training session for Members on the 24th of February 2022. During the session several suggestions of how Trafford could improve relations with Gypsy, Roma, and Traveller communities were made.

The group also gathered Ward Councillors experiences of Gypsy, Roma, and Traveller visits to their Wards.

This interim report makes recommendations to the Executive and outlines how the Task and Finish Group intends to proceed.

Recommendation(s)

That the Executive;

- 1. Note the report,**
- 2. Consider the recommendations in section 4 of the report and provide a response to the Scrutiny Committee.**

Contact person for access to background papers and further information:

Name: Alexander Murray
Extension: x4250

Background Papers: *None*

1. Background Information

Following a set of visits during summer Councillor Dagnall requested that Gypsy, Roma, and Traveller visits be considered by the Scrutiny Committee at their meeting in September 2022. The Executive Member for Environmental and Regulatory Services and the Director of Growth and Regulatory Services delivered a presentation at the September meeting outlining the Councils approach, the impact visits over the summer had, the upcoming changes in legislation, and the next steps under consideration. At the Committee's next meeting in November Councillor Axford requested a Task and Finish group be established to look at what else could be done to support Gypsy, Roma, and Traveller visits to. The Committee agreed to establish a Task and Finish group and Councillors Acton, Axford, Dagnall, and Jerrome volunteered to be members of the group.

2. Gypsy and Traveller Cultural Awareness Training

At the first meeting of the group, it was agreed that they required input from a representative of the Gypsy, Roma, and Traveller communities to provide their perspective on relations between those communities and the Council. Councillor Axford contacted the Charity Friends, Families, and Travellers who work to end racism and discrimination against Gypsy, Roma and Traveller people and to protect the right to pursue a nomadic way of life.

Friends, Families, and Travellers offered a training course on Gypsy and Traveller Cultural Awareness Training and a session was held on Thursday 24th of March 2022. The training was well attended and those who attended found the information provided very useful.

The training highlighted difficulties Gypsy, Roma, and Traveller Communities faced in accessing services such as education and health services and the barriers and conflicts generated by a lack of cultural understanding. The task and finish group feel that the training session could go some way to addressing those issues both within the Council and their partners.

A section of the training focused specifically on the upcoming changes to the law once the Police, Crime, Sentencing and Courts Bill (PCSC Bill) comes into force. It was made clear to the attendees that those changes would have a large impact on the Gypsy, Roma, and Traveller Communities. The trainers pointed out that the most concerning element of the bill was the level of interpretation available to each area, which will make it difficult for Gypsy, Roma, and Traveller Communities to know the law in each area. They suggested that the best thing local authorities can do is to have an agreed approach to the new laws and to work with other local authorities so that the rules are as consistent across as wide an area as possible.

At the end of the training session the trainer answered a series of questions posed by attendees in advance. Many of which asked for suggestions of actions Trafford Council could take to improve relations with Gypsy, Roma, and Traveller Communities.

Below are a list of suggested actions;

- Have land available for Gypsy, Roma, and Traveller Communities to use

- Access national funding or work with housing trusts who support these communities.
- Utilise welfare visits to direct Gypsy, Roma, and Traveller Communities to areas they can stay for a prolonged period and access any services they need.
- To open communication channels with Gypsy, Roma, and Traveller Communities by approaching those who do visit the area.
- To have communication with the wider community about Gypsy, Roma, and Traveller visits to frame the discussion positively.
- To have facilities in place with the authority's logo on to provide needed support and display the Council are aware and give validity to the site.
- To implement negotiated stopping with verbal and/or written agreements in place, if possible (gave Leeds City Council as a good example).

Following the training the Task and Finish group agreed several of the suggestions could form recommendations and the group would continue to work on the other areas, particularly around the PCSC Bill.

Friends, Families, and Travellers informed the Task and Finish group that they have been awarded funding to offer free training sessions to local authorities and other organisations from April 2022. The Task and Finish Group feel that the Council should take advantage of the opportunity.

3. Ward Councillors Views

Councillor Dagnall sent an email to Trafford Ward Councillors to ask for their experiences with Gypsy, Roma, and Traveller Communities. A range of responses were received and a number of suggestions were made. Many expressed that they were happy for Gypsy, Roma, and Traveller Communities to visit the area but noted some hostility towards them from members of the community. All feedback noted there needed to be a way to reduce the impact and clean-up costs of the visits and several suggestions were made of how this could be achieved. The main suggestion that stood out to the Committee was that communications between officers working with the Gypsy, Roma, and Traveller Communities and Ward Councillors needed to improve.

4. Recommendations

That the Scrutiny Committee recommend the Executive:

1. Purchase a set of mobile facilities (including bins and toilets) with Trafford Council branding for rapid deployment on any area of land that the Gypsy, Roma and Traveller community are temporarily visiting.
2. In accordance with Section 10 of the Planning Policy for Traveller Sites 2015. The Council identify specific sites within Trafford for use by the Gypsy, Roma and Traveller communities for the next 5 years, to be included in the Local Plan.
3. Ensure that Ward Councillors are contacted as soon as a Gypsy, Roma, and Traveller community visit is known about and ensure they are kept up to date on action being taken.
4. Take a proactive approach to communications around Gypsy, Roma, and Traveller community visits via positive messaging through local and social media.
5. Arrange for Gypsy and Traveller Cultural Awareness Training to be rolled out to Councillors, staff, and partners.

6. Ensure that either local representatives of the Gypsy, Roma, and Traveller community or the Charity Friends, Families, and Travellers are consulted on any plans affecting Gypsy, Roma, and Traveller communities in Trafford.
7. Assess the feasibility of implementing a negotiated stopping policy within Trafford for Gypsy, Roma, and Traveller communities and to produce a report detailing the findings for the Scrutiny Committee to consider by the end of 2022.
8. Explore and clarify Trafford's response to the Police, Crime, Sentencing and Courts Bill in relation to unauthorised encampments.

EVENTS AT OLD TRAFFORD TASK AND FINISH GROUP TERMS OF REFERENCE

At their meeting on the 29th June 2022 the Scrutiny Committee agreed to form a task and finish group to review the impact events held at Old Trafford Stadium had upon the Local Community.

1. Purpose

- a. To assess the impact events held at Old Trafford have on the local community.
- b. To consider the approach put in place by Manchester United, GMP, and Amey for events at Old Trafford.
- c. To consider approaches taken by similar organisations, especially any identified as exhibiting best practice.
- d. To present any concerns identified to representatives of Manchester United, GMP, and Amey.
- e. To consider and develop an alternative approach for events at Old Trafford with Manchester United, GMP, and Amey.
- f. To consult with residents and fans on the alternative approach.
- g. To hold an engagement session with key stakeholders on any proposed changes.
- h. To present a report detailing the groups findings to the Executive.

2. Aim

To create a report that:

- Highlights any problems for the local community caused by events at Old Trafford as identified by the review.
- Highlights any good practice in the organisation of events at Old Trafford identified by the review.
- Outlines where responsibility lays for tackling any issues identified.
- Proposes actions to be taken to address those issues.
- Sets out a realistic timeline for completion of those actions.
- Makes recommendations to the Executive to complete any actions deemed to be the Councils responsibility.
- Makes recommendations for the Executive to support the changes to be made outside of the Council's responsibility.
- Promotes and encourages Member and stakeholder engagement and involvement in the completion of the action plan.

3. Methodology

To gather insight, consult with key stakeholders and consider relevant data and information from key sources as deemed necessary and appropriate to ensure an effective review of the impact of events at Old Trafford.

Key stakeholders are identified as;

- Ward residents
- Gorse Hill Studio's – Community Groups
- Local Businesses
- Greater Manchester Police
- Ward Councillors
- Manchester United Fans
- Amey and Council Officers
- Representatives of Manchester united
- Commissioned Home Care Services

To produce a draft report setting out the proposals for consideration by the Scrutiny Committee at its meeting on the 8th of March. The agreed final report will then be submitted to the first meeting of the Executive in the 2023/24 municipal year.

It is critical to ensure that the review is thorough and robust, therefore should the review need to go past this deadline, this will need to be agreed between the Chair of the Review Panel and the Corporate Director for Governance and Community Strategy.

4. Accountable

The Scrutiny Review Panel will report to the Scrutiny Committee on the outcomes of the Review. The Scrutiny Committee shall present a report to the Executive on the findings of the Review, with any recommendations being sent to Council.

5. Membership and Membership operation

The membership of the Scrutiny Review Panel shall comprise of the following:

Elected Members

- Councillor Acton
- Councillor Carter
- Councillor Haughey
- Councillor Hornby
- Councillor Jarman
- Councillor Zhi

Co-opted Members

The group can agree to appoint Co-opted Members for the duration of the review. Co-Opted Members will be awarded the same status as full Members of the Group.

Officers

- Alexander Murray – Governance Officer

The Task and Finish Group may invite other members or third parties to its meetings as it considers appropriate and necessary to undertake the review.

6. Chair

Councillor Walsh was appointed as Chair of the Task and Finish Group by the Scrutiny Committee.

The Chair will ensure:

- Meetings are conducted in a fair and transparent business-like fashion.
- Decisions are clear and organisations are accountable.
- Any actions required have a clearly identified lead person to take forward the action, and identify a timescale for these actions.

If the Chair or Vice-Chair are not in attendance then a Chair will be appointed from the floor of those Members present.

7. Vice-Chair

Councillor Acton was appointed as Vice-Chair of the Task and Finish Group by the Scrutiny Committee.

8. Voting

Proposals will be taken where possible on a collaborative basis, but each Member of the panel will have one vote. The Chair at their discretion can choose to withhold their vote, but in the event of a split decision will have the casting vote.

9. Decision Making

The Scrutiny Task and Finish Group is not a decision-making body, but will submit proposals in accordance with these Terms of Reference to the Scrutiny Committee.

10. Quorum

Although the Scrutiny Review Panel is not a formal meeting, for the panel to make a recommendation the quorum shall be any three members of the Task and Finish Group.

Where a meeting is inquorate those Members in attendance may meet but any recommendations shall require appropriate ratification at the next quorate meeting of the Task and Finish Group.

11. Meetings of the Task and Finish Group

The Task and Finish Group is not a constitutional meeting of the Council or a sub-committee the Scrutiny Committee and as such is not subject to the Access to Information Rules.

Meetings of the Task and Finish Group will be held in private, virtually, hybrid, or in person and shall be held on a minimum of once a month (with exceptions) Starting in August 2022.

Meetings will be held at 6 p.m. unless agreed otherwise by the Group

12. Co-ordination and Servicing of Task and Finish Group meetings

The Governance Officer, shall provide advice and administrative support to the Task and Finish Group, and will:

- Produce a schedule of meetings for the Task and Finish Group.
- Administer and maintain the Task and Finish Group Actions/Task log.
- Prepare the agenda, collate reports/evidence and produce minutes of each meeting.
- Undertake any follow up action arising from meetings (unless a Group Member is named against an action).
- Offer the Chair and Members constitutional, procedural and general governance advice as and when required.

Trafford Scrutiny Committee 2022/23 Work Programme

Wednesday 21 September 2021 – 6:30pm, Committee Rooms 2&3, Trafford Town Hall				
<i>Report submission deadline – midday on Monday 12 September 2022</i>				
Item	Information	Executive Member(s)	Lead Officer(s)	Comments
Finance and Change Board	To receive a report on the Structure of the Board and Work committee so far. To discuss and determine how the Scrutiny will monitor and influence the Board.	Executive Member for Finance and Governance	Director of Finance and Systems	
Feasibility and cost of placing all Parks into field of trusts.	Report detailing the approach taken by Liverpool City Council.	Executive Member for Economy and Regeneration.	Corporate Director of Place	
Carrington Relief Road (Consultation)	That the Committee receive plans for the consultation on the next phase of the CRR programme.	Executive Member for Climate Change and Transport	Corporate Director of Place	
Urmston Active Neighbourhood	A report detailing a timeline for completion of the programme.	Executive Member for Climate Change and Transport	Corporate Director of Place	

Disability Access Task and Finish Group Interim Report	To receive the Executive response to the Interim report.	Executive Member for Economy and Regeneration.	Corporate Director of Place	
Gypsy, Roma, Traveller Visit Task and Finish Group Interim Report	To receive the Executive response to the Interim report.	Executive Member for Environmental Services and the Executive Member for Housing and Neighbourhoods	Corporate Director of Place	
Impact of Events at Old Trafford Stadium	To provide an outline of the review.	Executive Member for Environmental Services.	Corporate Director of Place	
Work programme	For Members to discuss items for Consideration by the Committee for the municipal year.			

Wednesday 9 November 2022 – 6:30pm, Committee Rooms 2&3, Trafford Town Hall				
<i>Report submission deadline – midday on Tuesday 1 November 2022</i>				
Item	Information	Executive Member(s)	Lead Officer(s)	Comments
Budget Presentation	To receive an outline of the budget position for 2023/24 to inform the Budget Scrutiny process	Executive Member for Finance and Governance	Graeme Bentley	
Corporate Plan Delivery	To receive a report from the Leader of the Council's performance against the Corporate Plan.	The Leader		
Climate Change Action Plan Progress		Executive Member for Climate Change and Transport Strategy	Richard Roe	
Electrical Vehicle Charging strategy	To receive a report on the Councils current strategy to make recommendations	Executive Member for Climate Change and Transport Strategy	Richard Roe	
Work programme	For Members to discuss items for Consideration by the Committee for the municipal year.			

Budget Scrutiny

There are two Budget Scrutiny sessions scheduled for the 29 November and 1 December 2022. Discussions at these sessions, will help formulate the Scrutiny Committee's Budget Scrutiny report to the Executive (To be presented to Scrutiny at the 11 January 2023 meeting).

Wednesday 11 January 2023 – 6:30pm, Committee Rooms 2&3, Trafford Town Hall				
<i>Report submission deadline – midday on Tuesday 3 January 2023</i>				
Item	Information	Executive Member(s)	Lead Officer(s)	Comments
2022/23 Budget Scrutiny Report	A report produced by the Scrutiny Committee providing its recommendations on the 2023/24 Budget Proposals.	N/A – Report of the Scrutiny Committee		
Accessibility of Council Services	To look into how well residents are able to contact the Council and Access services following the pandemic.	The Leader	Sara Saleh	To receive a report on how Council Services are performing against SLAs

Work programme	For Members to discuss items for Consideration by the Committee for the municipal year.			

Wednesday 8 March 2023 – 6:30pm, Committee Rooms 2&3, Trafford Town Hall				
<i>Report submission deadline – midday on Tuesday 28 February 2022</i>				
Item	Information	Executive Member(s)	Lead Officer(s)	Comments

Work programme	For Members to discuss items for Consideration by the Committee for the municipal year.			

Ongoing Task and Finish work				
Item	Information	Executive Member(s)	Lead Officer(s)	Comments
Events at Old Trafford	Task and Finish group to investigate the impact events at the venue have on the local population.			
Disability Access	Work ongoing following interim report in March 2020			
Travellers	Work ongoing following interim report in March 2022			Response to interim report went to Executive 20 June 2022. To come to Scrutiny.

Key

Scheduled	To be scheduled	Not to be considered
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Item Prioritisation				
Title	Outline	Importance	Impact	Details
Cost of placing all Parks into field of trusts.	Scrutiny was asked by Full Council to consider a piece of work to; Review the costs and practicality of placing all our parks and green spaces into Field of Trust.	4	4	
Impact of Events at Old Trafford Stadium	For the Committee to conduct a review involving Ward Councillors, Residents, Fans, Council/Amey Officers, and Manchester United to look at the impact Football Matches and Events held at Old Trafford Had on the local community. Looking at issues including rubbish, parking issues/access, public urination etc.	4	4	Agreed a task and finish group will conduct an in-depth review. Email to be sent to all Councillors to see who would like to take part in the group. Scoping meeting to be arranged once Membership Agreed. Councillor Walsh to Chair the task and Finish Group.
Progress towards Council's Climate Targets	To investigate reports by the Climate Commission that Trafford are falling behind their targets to tackle Climate Change and put forward any actions the Council can take to improve its performance.	4	4	Information from Climate Commission to be shared with the Committee. Committee to request report addressing concerns.
Accessibility of Council's Services.	To investigate how easily Trafford residents are able to contact the Council.	4	4	A report to be requested on contacts and complaints received from residents.
Urmston Active Neighbourhood	To review the progress of the £12M programme of works to encourage active travel within Urmston.	4	3	

Carrington Relief Road (next stages)	Plans for next phase of Development to come to Scrutiny prior to the executive for pre-decision scrutiny.	4	2	
Electric Vehicle Charging	To review the Council's Strategy to meet the increased demand to charge electric vehicles.	4	-	A report is to be requested stating the Council's current strategy and progress towards it. More information required before impact can be assessed.
Amey seven-year review	For a report to come detailing the outcome of the seven-year review.	4	-	Need information as to what the Committee can do in relation to the review to assess level of impact they could have.
Finance and Change Board	Partnership Board created to look at the Council's financial strategy going forward.	4	-	Committee require information on how they can feed into the Board to determine the possible impact.
HIAMP	Highway Maintenance, Potholes etc	4	-	More information required before impact can be assessed. Request for information to be provided by Officers at meeting 29/06/2022.
Disability Access	Work ongoing following interim report in March 2020	4	-	Executive response to interim report will aid in measuring ongoing impact of this work.
LNQ takeover of THT	To look at the impact the takeover has on Trafford's local democratic influence upon the work of Trafford Housing Trust.	4	-	Information required to enable the impact to be discerned.
Quality of Social Housing within the borough.	To review the standard of Social Housing across the borough and identify actions the Council can take to address any deficiencies identified.	4	-	Information required as to the powers of the Council to address Social Housing Standards before Impact can be assessed.

Increase in Direct Payments	Possible Task and Finish Group topic suggested by Budget Scrutiny	4	-	More information required before impact can be assessed.
Budget reports	Economic risks identified by budget Scrutiny be reported by exception to the Committee during the 2022/23 municipal year.			
Homelessness	(Data shared via email with reports by exception) Annual Report?			Reports to include previous year data for comparison.
Manchester Airport	Manchester Airport has asked Scrutiny if it wished to consider - the next stage of investment plans and other related issues.	2	1	More information requested.

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