

# Public Document Pack



**TRAFFORD  
COUNCIL**

## **AGENDA PAPERS FOR TRAFFORD COVID-19 PUBLIC ENGAGEMENT BOARD**

**Date: Monday, 5 October 2020**

**Time: 10.00 am**

**Place: Virtual meeting:**

**<https://www.youtube.com/channel/UCjwblOW5x0NSe38sgFU8bKg>**

<b>A G E N D A</b>	<b>PART I</b>	<b>Pages</b>
(b) <b>Update and escalations from the COVID-19 Enforcement Group</b> (Pages 1 - 8) Update from Strategic Manager Crime and Anti-Social Behaviour		1 - 8

**SARA TODD**  
Chief Executive

### Membership of the Committee

Council Leader or named Elected Member, nominated leads from opposition parties  
VCSE representatives – including specialists relating to key population groups (older people; BAME; children; mental health , Learning Difficulties), Partnerships lead, Communications lead, Director of Public Health, Director of Adult Social Services, Director fo Children’s Services, Neighbourhood representatives, Clinical Commissioning Group representative, Trafford Local Care Organisation representative, Healthwatch Representative

### Further Information

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

Fabiola Fuschi,  
Tel: 07813397611  
Email: [fabiola.fuschi@trafford.gov.uk](mailto:fabiola.fuschi@trafford.gov.uk)

## Trafford Covid-19 Public Engagement Board - Monday, 5 October 2020

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This agenda was issued on **Date Not Specified** by the Legal and Democratic Services Section, Trafford Council, Trafford Town Hall; Talbot Road, Stretford, Manchester, M32 0TH

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## TRAFFORD COUNCIL

Report to: Public Engagement Board  
Date: Monday 5<sup>th</sup> October 2020  
Report for: Discussion  
Report of: Strategic Manager – Crime and Antisocial Behaviour

### Report Title

Enforcement Sub Group

### Summary

Following the national lockdown in March 2020, the Council established a multi-agency weekly enforcement group meeting to share information and intelligence, track demand and capacity and co-ordinate our responses. The frequency of these meetings reduced over time but have now been stepped back up to weekly meetings which are held every Monday and are chaired by the Director of Growth and Regulatory Services.

### Recommendation(s)

That the update from this meeting be noted.

### Contact person for access to background papers and further information:

Name: Helen Grant  
Extension:3434

*For non-confidential reports add the following:*

Background Papers: *Please list*

### Background Information

*Background information – must include all relevant and explanatory information.*

*It should also include consideration of the following implications. Please specify what the implications are or if they have been included in the body of the report. If any do not apply, insert 'not applicable' so that it is clear that all implications have been considered.*

*Implications:*

Relationship to Corporate Priorities	
Relationship to GM Policy or	

Strategy Framework	
Financial	Managed currently within existing resources
Legal Implications	Adherence to the Coronavirus regulations
Equality/Diversity Implications	
Sustainability Implications	
Staffing/E-Government/Asset Management Implications	
Risk Management Implications	
Health and Safety Implications	Protection of public health

## **1.0 Background**

- 1.1 The 'Enforcement Sub-Group' was established in March 2020 and comprises members from a range of services and organisations, Principally these are; the council's Director for Growth and Regulatory Services (Chair), Environmental Health, Community Safety, Licensing, Greater Manchester Police, Social Housing, Legal, Communications and Public Health.
- 1.2 The purpose of the group is to be able to understand the current data in relation to the prevalence and transmission of Covid-19 and to co-ordinate any responses that may require enforcement of the regulations.
- 1.3 The group links in with the Community Engagement work-stream, as the main aim is to engage and educate residents and businesses to keep our communities safe.
- 1.4 The group also looks at demand and capacity for services, and works to ensure that actions are co-ordinated and that efforts are not duplicated, reducing opportunities for inefficiency.
- 1.5 The group also plans and executes joined-up operations which are multi-agency in nature.

## **2.0 Updates**

### **2.1 Town centres**

2.1.1 Officers from our Licensing Team, Greater Manchester Police, Environmental Health and some of our elected members have visited our town centres to check that the current legislation is being adhered to and that businesses, licensed premises, and residents understand what is required of them.

2.1.2 Where outbreaks have occurred in particular premises, advice, or fixed penalties may be required and Officers engage with the business owners and managers around this.

2.1.3 Further operations will be held in town centres to include evenings and weekend to monitor compliance with the regulations.

## **2.2 Public Transport**

2.2.1 The Community Safety Team along with Transport for Greater Manchester and the Police have undertaken a couple of operations around face covering compliance on public transport. The aim of this was to ensure people were aware where they were required to wear one, and to ensure that passengers had access to a face covering through providing free face masks.

## **2.3 Offices**

2.3.1 Following a number of new positive cases of Covid-19 in an office block in Trafford, and following discussions with the business owners, it is apparent that not all businesses are clear on what a Covid secure workplace would look like.

2.3.2 Further work in respect of communicating to businesses who have office premises is required and is an ongoing piece of work.

## **2.4 Residential Premises**

2.4.1 Reports of gatherings within residential premises are managed between Greater Manchester Police, and the council's Community Safety Team. A proportionate approach is taken, which will involve a stepped process for minor breaches, but where there is flagrant disregard for the regulations, and an excessive number of people when the police arrive, then fixed penalties can and have been issued, and the parties dispersed from the premises.

## **2.5 Quarantining**

2.5.1 Some reports have been received by the council and Greater Manchester Police that individuals or families returning from specified countries on the 'quarantine list' have failed to quarantine upon their return. This has caused some real concern in our communities. Dealing with these cases requires a joined-up approach between the council, Greater Manchester Police and the UK Border Control.

## **2.6 Events**

Officers of the council and Greater Manchester Police are working closely with event organisers to ensure regulations are adhered to and that any events can be delivered as safely as possible.

## **3.0 Next steps**

3.1 The group will continue to meet weekly and share intelligence and information and plan actions as necessary. Some other GM boroughs are meeting more regularly than this, and the frequency of the group meetings will be kept under review.

3.2. The work of the group is currently being met by existing resources, and this will also need to be kept under review, should the situation change in the future.



## **Introduction**

Trafford Council is committed to achieving equality in both service delivery and employment. The Council has made a commitment to work through the three levels of the Equality Framework for Local Government, demonstrating cumulative good practice to achieve equality of outcomes in relation to the six equality 'strands':

### **Age, Disability, Gender, Gender Identity, Race, Religion and Belief, Sexual Orientation**

A key requirement of the Equality Framework at Level 1, (a Developing Council), is the implementation of Equality Impact Assessments. This will help the Council to meet the requirements of various pieces of equality legislation. The Council must ensure that all sections of the community receive services appropriate to their needs, and that no-one is adversely affected in the way we deliver services. An impact assessment will help to determine whether a service or policy is failing to meet the needs of specific groups or has discriminatory outcomes.

### **What is an Equality Impact Assessment (EIA)?**

An Equality Impact Assessment is a thorough and systematic assessment of how functions, policies and procedures, strategies etc; impact on people covered by the different equality strands. The primary function of the equality impact assessment should be to determine whether the impact of any developments is or is likely to be negative or adverse and the extent of this impact, so that it can be addressed.

If, as a result of the assessment, it is decided that the policy/procedure/decision has an adverse impact, the authority must consider alternative ways of acting to reduce or eliminate the impact and better achieve the promotion of equality of opportunity. The processes involved in conducting an equality impact assessment should not be an end in themselves. The aim of the assessment is the promotion of equality of opportunity. It is the **outcomes** of the equality impact assessment that are of primary concern.

There are two levels of EIA: initial and full. You need to decide what level of impact assessment is needed. The essential difference between the 2 kinds of assessment will be in the level of detail and consultation undertaken. An initial/screening assessment is mainly a desktop research exercise, while a full assessment will involve public consultation and involvement. The degree of assessment will depend on the relevance of the policy or strategy to equality and the general impact it will have on people's lives. Therefore, for larger, more significant changes to service delivery where it is known early on that there will be a large number of stakeholders affected by the changes, the lead officer will bypass the initial stage and go straight to a full EIA.

### **When do I undertake an EIA?**

An impact assessment should begin as soon as a relevant new policy, function or procedure is considered, when policies/ procedures etc are reviewed or in line with the corporate schedule of impact assessments. It should be an integral part of policy and service development, so that equality considerations become a natural part of everything we do. EIAs should be an integral part of Service Improvement Projects, Transformation Projects and preparation of major strategies, for example, the Sustainable Community Strategy and the People Strategy.

### **Implications for Decision Making**

When a decision maker eg the Committee or a senior officer is making a formal decision on any matter they must be made aware of the implications of their decision in relation to the Council's obligations in relation to equality. Therefore, all reports should state that an EIA has been carried out and summarise the main implications of the EIA. It may be appropriate in certain cases to append a copy of the EIA or a summary of it to the report or to set out in the report how the implications of the EIA will be met or managed.

Training is available on: [www.learningpool.com/trafford](http://www.learningpool.com/trafford)

Further guidance is available on:

<http://intranet/yourtrafford/EqualityDiversity/EqualityImpactAssessments.asp>

For further advice and support, please contact: Adele Coyne, x 4605

## Sustainability Issues - Guidance for Officers Preparing Reports for Decision

There are a number of areas around sustainability and climate change which must be taken into consideration in Decisions, and in the preparation of reports recommending these decisions.

### **Energy Use in the Council's Own Estate**

The potential effects of a decision on energy use in the council's own estate, including schools, must be considered. The council must annually report carbon emissions from council activities via National Indicator NI185, and any decision which would increase energy use in either council buildings or the fleet must be raised and discussed with the council's Sustainability Manager before it is taken.

Energy use in the council's estate is also a key aspect of the 'Use of Resources' Key Line of Enquiry under the Comprehensive Area Assessment, an area where the council needs to improve.

### **Carbon Emissions in Trafford Borough**

Trafford has a target of a 9.4% reduction in per capita carbon emissions by 2011 under our Local Area Agreement. Emissions are measured across three sectors: domestic homes, business and industry and road transport, and are reported via National Indicator NI186.

Any decision likely to have an impact on carbon emissions in any of these three sectors should be raised and discussed with the council's Sustainability Manager before it is taken.

### **Adapting to the Effects of a Changing Climate**

Changes in local weather patterns resulting from global climate change will increasingly impact on council services and life in Trafford. As a result, steps need to be taken to adapt council services to take these new weather patterns such as storms, flooding and heatwaves into consideration.

Any decision which may give rise to a risk from the effects of a changing climate needs to be brought to the attention of the council's Sustainability Manager. The council has a Climate Change Adaptation Strategy (reported under National Indicator NI188) to deal with these issues, and it may need to be updated in the light of new decisions.

### **Biodiversity**

The council has a duty to protect biodiversity in Trafford (reported under National Indicator NI197), and any decision which may have an impact on biodiversity in the borough should be brought to the attention of the Sustainability Manager before it is taken.



## Risk Management Implications - Guidance for Officers Preparing Reports for Decision

*This is a brief note setting out guidance for stating risk management implications in reports for Decision.*

*Identifying risk management implications enables members and officers to establish clear and consistent interpretation of the exposures to risk, both threat and opportunity, that the Council may face. For those who are tasked with writing and interpreting reports the following guidance may be of assistance. (More detailed risk management guidance can be found on the risk management site on the Authority's intranet).*

- *When reporting on risk implications reference can be made to the Authority's risk management policy and guidance.*
- *Risks should be referred to as either having Strategic or Operational implications or a combination of both.*
- *Where significant issues form part of the report, confirmation that a risk assessment was undertaken can be referred to. If no risk assessment was undertaken then state when one is planned or why it is unnecessary to do so.*
- *Identify who is responsible for managing any relevant risks and the action taken or proposed to ensure desired outcomes.*
- *Indicate when the greatest risk is likely to occur. Not all risks occur consistently or with the same magnitude over the course of a project.*
- *State whether it is considered that controls are adequate enough to manage the risk effectively and identify where improvements can be made to achieve success.*

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