

# Public Document Pack



## TRAFFORD COUNCIL

Tuesday, 19 May 2015

Trafford Town Hall  
Talbot Road  
Stretford  
M32 0TH

Dear Councillor,

Your attendance is requested at the **ANNUAL MEETING** of the Council of the Borough of Trafford on **THURSDAY, 28 MAY 2015**, at **6.00 P.M.** in the **COUNCIL CHAMBER, TRAFFORD TOWN HALL, TALBOT ROAD, STRETFORD**, for the transaction of the business set out below:

- |   | <b>Pages</b> |
|---|--------------|
| <b>1. Election of Mayor and Chairman of Council</b>   |              |
| To elect the Mayor who will be Chairman of Council for the ensuing year and receive notification of the appointment of the Mayoress.                      |              |
| <b>2. Appointment of Deputy Mayor and Vice-Chairman of Council</b>  |              |
| To appoint the Deputy Mayor who will be Vice-Chairman of Council for the ensuing year and receive notification of the appointment of the Deputy Mayoress. |              |
| <b>3. Vote of Thanks</b>  |              |
| A vote of thanks to the retiring Mayor and Mayoress.  |              |
| <b>4. Minutes</b>   |              |
| To approve as a correct record the Minutes of the Meeting of the Council held on 25 March 2015 for signature by the Mayor as Chairman.                    | 1 - 14       |
| <b>5. Results of Elections of Councillors</b>   |              |
| To receive a report of the Returning Officer on the results of the Poll held on 7 May 2015 for the respective wards of the Borough.                       | 15 - 16      |

6. **Membership of the Executive**
- To note the membership of the Executive Cabinet, including the Deputy Leader, as appointed by the Leader of the Council. 17 - 20
7. **Shadow Executive**
- To note the membership of the Shadow Executive. To Follow
8. **Council Committees**
- To receive a report on the Committees of the Council, their composition, membership and terms of reference for the 2015/16 Municipal Year. 21 - 54
9. **Appointments to Outside and Independent Bodies**
- To receive a report on Council appointments to outside and independent bodies. 55 - 60
10. **Timetable of Council and Committee Meetings**
- To approve a timetable of meetings for 2015/16. 61 - 62
11. **Delegated Decisions and Urgent Action for Committees**
- To approve the following arrangements for dealing with delegated decisions and urgent action:
- (a) Delegated Decisions
- That where, under the approved scheme of delegation, decisions may be taken by Officers in consultation with non-Executive Members then in the absence of any specific arrangements having been made, the Officer shall consult the appropriate Chairman, Vice-Chairman and Opposition Spokesperson.
- (b) Urgent Action
- That, in situations which require emergency action the Chief Executive or the appropriate Officer, in consultation with the Chairman and Vice-Chairman of the Committee concerned and the Opposition Spokesperson where appropriate (or their respective nominees), be authorised to deal from this date until the Annual Meeting of the Council in 2016, with any matters of urgency or any other matter that cannot conveniently be deferred to the next ordinary meeting of the Committee, subject to later report for information, to the Committee in question.
12. **Delegation of Functions and Amendments to the Constitution**
- To receive a report of the Director of Legal and Democratic Services and Monitoring Officer. 63 - 64

13. **Executive Decisions Taken Under Special Urgency (Regulation 11) Provisions**

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 provide that a report should be made periodically to Council on Executive Key Decisions which have been taken under the Special Urgency provisions set out in Regulation 11. Council is advised that no decisions have been taken under these provisions since the previous Annual Council Meeting.

Yours sincerely,



**THERESA GRANT**  
Chief Executive

Membership of the Council

Councillors E. Malik (Mayor), J. Holden (Deputy Mayor), D. Acton, S. Adshead, S.B. Anstee, S.K. Anstee, Dr. K. Barclay, J. Baugh, J. Bennett, Miss L. Blackburn, R. Bowker, C. Boyes, Mrs. A. Bruer-Morris, Mrs. J.E. Brophy, B. Brotherton, D. Bunting, D. Butt, C. Candish, K. Carter, M. Cawdrey, R. Chilton, M. Cordingley, M. Cornes, J. Coupe, L. Dagnall, Mrs. P. Dixon, A. Duffield, Mrs. L. Evans, N. Evans, T. Fishwick, M. Freeman, P. Gratrix, J. Harding, D. Hopps, M. Hyman, C. Hynes, D. Jarman, P. Lally, J. Lamb, J. Lloyd, A. Mitchell, P. Myers, D. O'Sullivan, I. Platt, K. Procter, J.R. Reilly, Mrs J. Reilly, B. Rigby, T. Ross, M. Sephton, B. Sharp, B. Shaw, J. Smith, E.W. Stennett, S. Taylor, L. Walsh, Mrs. V. Ward, A. Western, D. Western, M. Whetton, A. Williams, M. Young and Mrs. P. Young

Further Information

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

Ian Cockill, Democratic Services Officer  
Tel: 0161 912 1387  
Email: [ian.cockill@trafford.gov.uk](mailto:ian.cockill@trafford.gov.uk)

This Summons was issued on **Tuesday, 19 May 2015** by the Legal and Democratic Services Section, Trafford Council, Trafford Town Hall, Talbot Road, Stretford M32 0TH

Any person wishing to photograph, film or audio-record a public meeting is requested to inform Democratic Services in order that necessary arrangements can be made for the meeting.

Please contact the Democratic Services Officer 48 hours in advance of the meeting if you intend to do this or have any queries.

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## TRAFFORD BOROUGH COUNCIL

25 MARCH 2015

### PRESENT

The Worshipful the Mayor (Councillor Ejaz Malik), in the Chair.

J. Holden	J. Coupe	D. O'Sullivan
D. Acton	L. Dagnall	K. Procter
S. Anstee	Mrs. P. Dixon	J.R. Reilly
Dr. K. Barclay	A. Duffield	Mrs J. Reilly
J. Baugh	Mrs. L. Evans	B. Rigby
J. Bennett	N. Evans	T. Ross
Miss L. Blackburn	T. Fishwick	M. Sephton
R. Bowker	M. Freeman	B. Sharp
C. Boyes	P. Gratrix	B. Shaw
Mrs. A. Bruer-Morris	J. Harding	J. Smith
B. Brotherton	D. Higgins	E.W. Stennett
D. Bunting	M. Hyman	S. Taylor
D. Butt	C. Hynes	Mrs. V. Ward
C. Candish	D. Jarman	A. Western
K. Carter	P. Lally	D. Western
R. Chilton	J. Lamb	M. Whetton
Mrs. L. Cooke	J. Lloyd	A. Williams
M. Cordingley	A. Mitchell	M. Young
M. Cornes	P. Myers	Mrs. P. Young

### In attendance

Deputy Chief Executive	Mrs. H. Jones
Corporate Director Children, Families and Wellbeing	Mrs. D. Brownlee
Acting Corporate Director Transformation and Resources	Ms. J. Hyde
Director Commissioning, Performance and Strategy Children, Families and Wellbeing	Mr. J. Pearce
Director of Finance	Mr. I. Duncan
Acting Director of Human Resources	Ms. L. Hooley
Head of Human Resources Business Partnering	Ms. D. Lucas
Head of Legal (Community)	Mr. H. Khan
Democratic and Performance Services Manager	Mr. P. Forrester
Marketing and Communications Team Leader	Mrs. K. Dooley
Democratic Services Officer	Mr. I. Cockill

### APOLOGIES

Apologies for absence were received from Councillors S. Adshead, H. Boyle, Mrs. J.E. Brophy, I. Platt and L. Walsh.

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**75. MINUTES**

That the Minutes of the Meeting of the Council held on 18 February 2015, be approved as a correct record and signed by the Chairman.

**76. ANNOUNCEMENTS**

(a) Youth Parliament Elections

The Mayor announced that earlier in the afternoon, acting as a Returning Officer for the 2015 United Kingdom Youth Parliament Elections, he was pleased to declare that Lauren Barclay had been elected for the Trafford Constituency. The Mayor congratulated Lauren and all the other candidates for their efforts.

(b) Retiring Members of Council

The Mayor announced that it was the last Council meeting for Councillors Boyle, Mrs. Cooke and Higgins since they were not seeking re-election at the next local elections, so would be retiring from the Council in May.

The Council joined with the Mayor in thanking them for all their hard work on behalf of Trafford and wished them happiness and every success for the future.

(c) Deborah Brownlee – Corporate Director Children, Families and Wellbeing

The Mayor advised that Deborah Brownlee's was leaving the Council at the end of the week, therefore, was attending her last Council meeting. The Mayor invited the Group Leaders to say a few words of thanks.

The Political Group Leaders placed on record their thanks for her dedication and upmost ability, particularly in bringing together the former Adult Social Services and Children and Young People's Service Directorates.

On behalf of the Council, the Mayor thanked Deborah for all her efforts and wished her every success for the future.

(d) Councillor Whit Stennett

The Mayor was delighted to announce that Councillor Whit Stennett had been presented with a lifetime award at the Heros and Sheroes awards ceremony held at the Hilton Hotel, Manchester on 28 February 2015. The Council congratulated Councillor Stennett on his award that recognised the work of volunteers in the Manchester Community.

(e) Deputy Chief Executive

The Leader of the Council was pleased to announce that the Chief Executive had confirmed the appointment of Helen Jones, Corporate Director Economic Growth, Environment and infrastructure to the role of Deputy Chief Executive.

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(f) Open Data Champion

The Leader of the Council reported that the Council had been recognised by the Cabinet Office as an open data champion at an event in Whitehall on the 24 March 2015 and congratulated Trafford Innovation and Intelligence Lab for its achievement and commitment to releasing open data.

(g) Joint Health Scrutiny

Councillor Lloyd, Chairman of Health Scrutiny, reported that the Joint Health Scrutiny Committee met on 23 March 2015 and that Trafford would continue its work with Manchester Council on the New Deal for Health Services in Trafford in the future.

## 77. QUESTIONS BY MEMBERS

The Mayor reported that 2 questions had been received under Procedure Rule 10.2.

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

*“We hear much about the excellent results achieved by pupils in Trafford at Key Stage 2, Key Stage 4 and Key Stage 5 of which we are rightly proud. These undoubted successes lead to large number of Trafford's young people going on to study in Tertiary Education. Given the country's needs for excellence in its future graduates would the Executive Member for Children's Services be able to provide information on the number of Trafford students who go on to study at one of the country's recognised top universities?”*

In response to the question, Councillor Cornes, Executive Member for Children's Services advised that it would be difficult to compile all the details but was able to confirm that approximately 25% of Trafford students do subsequently attend one of the top thirty universities in the country.

As a supplementary question, Councillor Boyes asked how Trafford's educational performance compared generally with other authorities in the North West? Councillor Cornes indicated that Trafford was the only authority from the North West, North East and Midlands that appeared in the top 20 of the best performing local education authorities, with the remainder all from London, the South East and South West. The Executive Member speculated that the retention of the Grammar School System played a large part in Trafford's success.

(b) Councillor Lally asked the following question for which he had given notice:

*“The final Budget before the General Election was delivered by the Chancellor George Osborne last Wednesday. He was on his feet for just under an hour announcing several measures. Was it a Budget, the North West including Councils like Trafford welcome and why?”*

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In response, the Executive Member for Finance, Councillor Myers was of the opinion that the budget was good news for Trafford and Greater Manchester as a whole. Building on the commitment to create a 'Northern Powerhouse', Councillor Myers welcomed the news that Greater Manchester Councils would be able to retain every penny collected in business rates from 1 April 2015. The additional income would help the Council to continue to deliver excellent services for its residents.

In asking a supplementary question, Councillor Lally was pleased that Greater Manchester was a focus for National Government and referred to a Manchester Evening News article and various quotes from the Chancellor, local politicians and an independent non-partisan think tank, which all highlighted the benefits of the business rate funding boost. Based on their projections, Councillor Lally asked as a supplementary question whether the Executive Member could indicate the potential value in real terms that Trafford could benefit from this policy change, given the Borough's '8000' strong business community? Councillor Myers estimated that the boost to Trafford and the whole of Greater Manchester of additional funds that otherwise would have been handed over to Westminster was worth millions to the residents of Greater Manchester.

**78. TRAFFORD COUNCIL'S PAY POLICY STATEMENT FOR 2015/16**

Following a referral from the Employment Committee meeting held on 9 March 2015 (Minute No. 17 refers), the Acting Director of Human Resources submitted a report providing the Council with information relating to Trafford's Pay Policy for 2015/16, in line with the requirements of the Localism Act 2011.

It was moved and seconded that the recommendation set out in the report be approved. Following a debate on the matter the Motion was put to the vote and declared carried.

RESOLVED: That the report be noted and the 2015/16 Pay Policy Statement, as set out in appendix 1 to the report, be approved.

**79. OLD TRAFFORD LODGE HOTEL REDEVELOPMENT ASSISTANCE**

The Executive Member for Finance and the Director of Finance submitted a report regarding loan finance arrangements with Lancashire County Cricket Club for the proposed replacement of the club's existing Lodge facilities with a new purpose built 150 room hotel. The Executive had considered and approved a loan of £4 million to the club at its meeting held prior on 25 March 2015.

It was moved and seconded that the recommendations set out in the report be approved. Following a debate on the matter the Motion was put to the vote and declared carried.

RESOLVED:



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- (1) That the Council approves the addition of £4 million to the Capital Programme for 2015-17 by way of prudential borrowing.
- (2) That the updated Prudential Indicators, as detailed in appendix 1 to the report, be approved.

**80. GREATER MANCHESTER DEVOLUTION**

The Council received two joint reports of the Leader of the Council and the Chief Executive providing Members of the Council with a briefing on the Memorandum of Understanding between Greater Manchester local authorities, Greater Manchester Clinical Commissioning Groups and NHS England, which creates a framework for the delegation and ultimate devolution of health and social care responsibilities to Greater Manchester. The second of the reports was also presented to the Executive meeting held prior on 25 March 2015 and set out the actions required by the Council to meet the requirement of the Memorandum of Understanding.

RESOLVED: That the content of both reports be noted.

**81. GREATER MANCHESTER SPATIAL FRAMEWORK JOINT DEVELOPMENT PLAN DOCUMENT: DECISION MAKING PROCESS**

The Executive Member for Economic Growth and Planning submitted a report advising the Council on the production of a statutory joint Greater Manchester Spatial Framework Development Plan Document (GMSFDPD) and outlining the necessary resultant steps required in relation to the decision making process and the impact of the preparation of the Trafford Local Plan: Land Allocations document (LAP). The report had been recommended to Council from the Executive meeting held earlier on 25 March 2015.

RESOLVED: That the Council delegates responsibility for all stages in the production of the GMSFDPD, other than publication, submission and adoption which will remain the responsibility of each Greater Manchester Council, to the Association of Greater Manchester Authorities Executive Board (Joint Committee).

**82. SIX MONTH CORPORATE REPORT ON HEALTH AND SAFETY - 1 APRIL - 30 SEPTEMBER 2014**

The Executive Member for Transformation and Resources submitted a report providing information on council-wide health and safety performance and trends in workplace accidents. The report which had been referred from the Executive meeting on 26 January 2015 also provided a summary of other key developments in health and safety for the six month period April to September 2014.

RESOLVED: That the report be noted.

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**83. MOTION SUBMITTED BY THE CONSERVATIVE GROUP - RESHAPING TRAFFORD COUNCIL**

[Note: Prior to consideration of the Motions listed on the Summons, the time being 8:45 p.m., the Mayor announced that speeches would be limited to a maximum of two minutes for each Mover of a Motion and one minute each for all other speakers.]

It was moved and seconded that:

“This Council recognises and welcomes the Reshaping Trafford initiative that details how services will be sustained in the medium-term in the light the need to secure additional financial savings for the period 2015-2018.

Through having a detailed plan, the Council is clear on its purpose and has outlined how it expects to deliver services, secure greater value for money and become outcome focused for residents and businesses of the Borough.

The Council notes:

- strong public services are only sustainable if they are based on a sound financial footing
- the track record of the Council in meeting its fiscal targets and delivering good services to residents
- the need for the Council to maximise income to support public services through economic growth and development
- the focus on improving outcomes for residents and businesses across the Borough
- the lack of any viable alternative from the opposition Labour party, which would bring chaos to the Council

The Council therefore endorses the Reshaping Trafford Council blueprint as a clear plan to secure and sustain services for residents and businesses of Trafford.”

During the debate on the matter a slight revision to the first line of the Motion was suggested. The mover and seconder of the Motion accepted the proposed revision in part so that the first line now declared “This Council recognises the need for and welcomes the Reshaping Trafford initiative that ...etc”. The revised Motion was put to the vote and declared carried.

**RESOLVED:** That this Council recognises the need for and welcomes the Reshaping Trafford initiative that details how services will be sustained in the medium-term in the light the need to secure additional financial savings for the period 2015-2018.

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Through having a detailed plan, the Council is clear on its purpose and has outlined how it expects to deliver services, secure greater value for money and become outcome focused for residents and businesses of the Borough.

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The Council therefore endorses the Reshaping Trafford Council blueprint as a clear plan to secure and sustain services for residents and businesses of Trafford.

**84. MOTION SUBMITTED BY THE CONSERVATIVE GROUP - SUPPORTING YOUNG PEOPLE**

It was moved and seconded that:

“This Council continues to be committed to ensuring every young person in Trafford gets off to the best possible start in life and therefore welcomes continued progress towards that aim.

Consequently, using the latest figures for 2014, the Council notes:

- Trafford outperformed every single Labour-controlled Council in Greater Manchester in ensuring that free early education and childcare is accessed by those two-year olds who are eligible for it.
- 94% of pupils attend Ofsted rated good or outstanding schools in Trafford, compared to 79% nationally, and 57% of pupils attend schools graded outstanding which is approaching three times the national average of 21%.
- at Early Years Foundation Stage 69% children achieved a “Good” level of development which places Trafford 7th out of 150 authorities nationally.

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- 87% of year six pupils achieved the expected Key Stage 2 standard of level four or above in Reading, Writing and Maths in 2014, placing Trafford the joint top performing authority in England.
- at Key Stage 4 Trafford was the only Borough in Greater Manchester to show an increase to 71.4% of pupils achieving at least five GCSEs, or equivalent, at A\* to C including English and Maths. The national average of 55% demonstrates the value of our selective Grammar and High school system which does so much to improve social mobility.
- that performance at Key Stage 5 bucked the national trend of slight reductions in top grade A-Levels as Trafford pupils attained increases in categories A\*, A\*-A, and A\*-B grades.
- that Children in Care achieved their best ever GCSE results, with the key indicator of 5 or more A\*-C including English and Maths, showing Trafford pupils achieved more than double the national average. In addition to the hard work by the pupils and others this is also testament to the support from the Local Authority in its role as Corporate Parent.
- outcomes for pupils with Special Educational Needs were also very positive at all levels. Trafford pupils at Key Stage 4 were well above the national average at the key indicator of 5 or more A\*-C including English and Maths.
- the recent independent inspection of Youth Offending Services, led by the Deputy Chief Inspector of Probation, secured the highest rating provided nationally and Trafford became the first authority to achieve a 4\* rating in three of the inspected criteria - Protecting the Public, Ensuring the Sentence is Served, and Interventions.
- the Early Help Delivery Model and establishment of a Youth Trust that will target resources at securing youth service provision across the Borough and providing an integrated service for 0-18 year olds.
- figures for young people Not In Education Employment or Training (NEET) show that Trafford has the lowest rate in Greater Manchester, the third lowest in the North West, and is therefore well below the Greater Manchester, Regional and National averages.

The Council therefore congratulates all pupils, parents, teaching and non-teaching staff, school governors, and Trafford officers for their achievements, and recognises the substantial steps being taken by a Conservative-controlled Council to support the children and young people of our Borough.”

Following a debate on the matter, the Motion was put to the vote and declared carried.

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RESOLVED: That this Council continues to be committed to ensuring every young person in Trafford gets off to the best possible start in life and therefore welcomes continued progress towards that aim.

Consequently, using the latest figures for 2014, the Council notes:

- Trafford outperformed every single Labour-controlled Council in Greater Manchester in ensuring that free early education and childcare is accessed by those two-year olds who are eligible for it.
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- at Early Years Foundation Stage 69% children achieved a “Good” level of development which places Trafford 7th out of 150 authorities nationally.
- 87% of year six pupils achieved the expected Key Stage 2 standard of level four or above in Reading, Writing and Maths in 2014, placing Trafford the joint top performing authority in England.
- at Key Stage 4 Trafford was the only Borough in Greater Manchester to show an increase to 71.4% of pupils achieving at least five GCSEs, or equivalent, at A\* to C including English and Maths. The national average of 55% demonstrates the value of our selective Grammar and High school system which does so much to improve social mobility.
- that performance at Key Stage 5 bucked the national trend of slight reductions in top grade A-Levels as Trafford pupils attained increases in categories A\*, A\*-A, and A\*-B grades.
- that Children in Care achieved their best ever GCSE results, with the key indicator of 5 or more A\*-C including English and Maths, showing Trafford pupils achieved more than double the national average. In addition to the hard work by the pupils and others this is also testament to the support from the Local Authority in its role as Corporate Parent.
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The Council therefore congratulates all pupils, parents, teaching and non-teaching staff, school governors, and Trafford officers for their achievements, and recognises the substantial steps being taken by a Conservative-controlled Council to support the children and young people of our Borough.

**85. MOTION SUBMITTED BY THE CONSERVATIVE GROUP - SECURING A STRONG ECONOMY FOR TRAFFORD**

It was moved and seconded that:

“The Council recognises the efforts of this Conservative administration to grow and support our economy, to increase employment opportunities and to create wealth across the Borough.

In particular, Council welcomes:

- the increase in Gross Value Added (GVA) of the Trafford economy from £5.8 billion to £6.6 billion being a 14% increase over the last year, evidencing the strength and importance of the Trafford economy to the rest of Greater Manchester, and the need to maintain the environment for this to continue
- the joint highest employment levels in Greater Manchester with employment at a level of 94.5% in February 2015, outperforming every Labour-controlled Council in the region
- that youth unemployment has fallen by a record 80% over the last 12-months, helping to ensure our young people are economically active and contributing to their community
- the success of the Trafford Pledge that has supported businesses to create 110 apprenticeships and job opportunities for local people over the last year
- the work of the Council in securing apprenticeships for young people with disabilities and children in the care of the local authority
- that the Greater Manchester Agreement secures a £350 million investment to extend the Metrolink Line through Trafford Park and onto the Trafford Centre

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The Council commits to being a long term pro-growth, open for business authority, that will use necessary resources to continue to support the economic growth and infrastructure demands of the Borough that ultimately will bring sustained prosperity to the people and businesses of Trafford.”

Following a debate on the matter, the Motion was put to the vote and declared carried.

RESOLVED: That the Council recognises the efforts of this Conservative administration to grow and support our economy, to increase employment opportunities and to create wealth across the Borough.

In particular, Council welcomes:

- the increase in Gross Value Added (GVA) of the Trafford economy from £5.8 billion to £6.6 billion being a 14% increase over the last year, evidencing the strength and importance of the Trafford economy to the rest of Greater Manchester, and the need to maintain the environment for this to continue
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- that the Greater Manchester Agreement secures a £350 million investment to extended the Metrolink Line through Trafford Park and onto the Trafford Centre

The Council commits to being a long term pro-growth, open for business authority, that will use necessary resources to continue to support the economic growth and infrastructure demands of the Borough that ultimately will bring sustained prosperity to the people and businesses of Trafford.

**86. MOTION SUBMITTED BY THE CONSERVATIVE GROUP - VALUE FOR MONEY, BUSINESS RATES AND LOW COUNCIL TAX**

It was moved and seconded that:

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“This Council endorses the approach adopted by this Conservative administration to maintain a low Council Tax and ensure value for money in all that we do as part of our commitment to securing the financial sustainability of the Council and to support the people and businesses of Trafford.

Council notes:

- that Trafford maintains the lowest Council Tax charge in the North West and the 19th lowest in the country
- that the Council’s budget will balance for the tenth successive year, a stark contrast to previous Labour overspends
- that an unqualified value for money statement was received from the district auditor for the last financial year
- that collection rates for Council Tax and Business Rates are the highest in Greater Manchester, supporting public services
- the work of this Conservative-controlled Council to lobby the Government for the sustainable reform of business rates, so critical to the future of local authority funding, and this is lobbying initiative that has the potential for a favourable outcome

Council is aware that the Labour party have committed to the same level of austerity funding reductions for local government should it win the general election, and is critical of the approach adopted by the Labour opposition in Trafford for not presenting viable alternative to the people of this Borough and the ensuing chaos that would bring this Council.

Therefore, Council agrees that it is only a Conservative-controlled Trafford that has a long term plan to ensure value for money and good services for the people of this Borough delivered at low cost to the taxpayer.”

Following a debate on the matter, the Motion was put to the vote and declared carried.

**RESOLVED:** That this Council endorses the approach adopted by this Conservative administration to maintain a low Council Tax and ensure value for money in all that we do as part of our commitment to securing the financial sustainability of the Council and to support the people and businesses of Trafford.

Council notes:

- that Trafford maintains the lowest Council Tax charge in the North West and the 19th lowest in the country



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- that the Council's budget will balance for the tenth successive year, a stark contrast to previous Labour overspends
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Council is aware that the Labour party have committed to the same level of austerity funding reductions for local government should it win the general election, and is critical of the approach adopted by the Labour opposition in Trafford for not presenting viable alternative to the people of this Borough and the ensuing chaos that would bring this Council.

Therefore, Council agrees that it is only a Conservative-controlled Trafford that has a long term plan to ensure value for money and good services for the people of this Borough delivered at low cost to the taxpayer.

**87. MOTION SUBMITTED BY THE LABOUR GROUP - BARTON RENEWABLE ENERGY PLANT**

It was moved and seconded that:

"In light of the recent extremely misleading and confusing publicity statements issued by the Conservative Group claiming that they had secured a halt to the Barton Renewable Energy Plant, whilst Peel explored the possibility of producing heat as well as electricity. And, in light of the subsequent communication issued by the Breathe Clear Air Group stating that the incinerator is not on hold, that Peel already have planning permission to build a plant which is capable of producing heat as well as electricity and that plans are on schedule with work due to commence on the plant within three years.

This Council now seeks to reaffirm its opposition to the proposed Biomass Incinerator, in a genuine and meaningful way.

Therefore in light of current press statements, where the Peel Group has said that BREP is planning to provide heat as well as electricity, the Council resolves to:

Write to Peel calling for them to permanently scrap plans to build a Biomass Incinerator in Davyhulme and to inform Peel that the Council accepts that burning biomass produces more carbon dioxide than burning coal and much more than burning gas per unit of electricity produced; burning wood

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25 March 2015**

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produces masses of dangerous Particulate Matter; burning biomass with refuse derived fuel such as plastics, at the relatively low temperature of 850 degrees C, as proposed by BREP, is likely to produce deadly dioxins and other organic chemicals as well as masses of nitrogen oxides. Burning wood with preservatives from construction and demolition sites will release heavy metals such as arsenic.

And clearly state to Peel that the proposed plant is out-dated and its emissions are likely to cause ill-health amongst Trafford residents and to affirm that Trafford Council does not want or need a high carbon-based electricity and heat production plant within its boundary.”

It was moved and seconded as an amendment that:

“The Council reaffirms its opposition to the scheme in its entirety, recognising this cross party position has never been in doubt.

Council welcomes the recent joint statement issued by the Conservative Group and Peel Energy to inform residents of a delay in construction at the Barton Renewable Energy Plant, whilst Peel Energy considers alternative options to improve the sustainability of the plant, should it be built in future.

The Council requests the Leader to write to Peel Energy to reiterate its opposition to the plant and to outline the Council's desire to continue to engage in a meaningful and genuine manner on future activity.”

Following a debate on the matter, the amendment was put to the vote and declared carried. The substantive Motion was then put to the vote and declared.

RESOLVED: That the Council reaffirms its opposition to the scheme in its entirety, recognising this cross party position has never been in doubt.

Council welcomes the recent joint statement issued by the Conservative Group and Peel Energy to inform residents of a delay in construction at the Barton Renewable Energy Plant, whilst Peel Energy considers alternative options to improve the sustainability of the plant, should it be built in future.

The Council requests the Leader to write to Peel Energy to reiterate its opposition to the plant and to outline the Council's desire to continue to engage in a meaningful and genuine manner on future activity.

**88. MOTION SUBMITTED BY THE LABOUR GROUP - CRIME AND POLICING**

RESOLVED: That, in view of the time, this matter be deferred to the next ordinary meeting of the Council.

The meeting commenced at 7.26 p.m. and finished at 9.30 p.m.

## TRAFFORD COUNCIL

**Report to:** Annual Meeting of the Council  
**Date:** 28 May 2015  
**Report for:** Information  
**Report of:** Chief Executive

### Report Title

**RESULTS OF ELECTIONS OF COUNCILLORS**

### Summary

To receive the report of the Returning Officer on the results of the Poll held on 7 May 2015 for the respective wards of the Borough.

### Recommendation(s)

That the list of newly elected Members be noted.

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

**Name:** Ian Cockill  
**Extension:** 1387

Background Papers: None.

<u>Ward</u>	<u>Candidate Elected</u>	<u>Holds Office Until</u>
Altrincham	Michael David Peregrine YOUNG	2019
Ashton upon Mersey	Mike WHETTON	2019
Bowdon	Michael Rayner HYMAN	2019
Broadheath	Stephen ANSTEE	2019
Brooklands	David HOPPS	2019
Bucklow St. Martins	John Glover SMITH	2019
Clifford	Ejaz Hussain MALIK	2019
Davyhulme East	Mark CAWDREY	2019
Davyhulme West	John Richard REILLY	2019
Flixton	Jonathan Russell COUPE	2019
Gorse Hill	Mike CORDINGLEY	2019
Hale Barns	Bernard SHARP	2019
Hale Central	Patricia Beatrix YOUNG	2019
Longford	Anne Christine DUFFIELD	2019
Priory	Andrew WESTERN	2019
Sale Moor	Joanne Mary BENNETT	2019
St. Mary's	Dan BUNTING	2019
Stretford	Stephen Anthony ADSHEAD	2019
Timperley	Angela Miriam BRUER-MORRIS	2019
Urmston	Joanne HARDING	2019
Village	Laura Kathryn EVANS	2019

Each of the persons elected has duly made the prescribed Declaration of Acceptance of Office.

**THERESA GRANT**

Chief Executive and Returning Officer

## TRAFFORD COUNCIL

**Report to:** Annual Meeting of the Council  
**Date:** 28 May 2015  
**Report for:** Decision  
**Report of:** Director of Legal and Democratic Services

### Report Title

**MEMBERSHIP OF THE EXECUTIVE**

### Summary

The Leader of the Council was elected at the Meeting of Council on 13 March 2014 for a fixed term of office to the first Annual Meeting of the Council after his normal day of retirement as a councillor in May 2016. Each year the Leader will appoint the Deputy Leader, decide the composition of the Executive Cabinet and appoint the Membership of the Cabinet.

### Recommendation(s)

The Council is requested to note:

1. that the Leader of the Council has determined that the Executive shall comprise himself plus 7 councillors;
2. the appointment of the Deputy Leader and Membership of the Executive for 2015/16, as agreed by the Leader of the Council and set out in the Appendix to the report.

Contact person for access to background papers and further information:

Name: Ian Cockill  
Extension: 1387

Background Papers: Local Government and Health Act 2007  
Constitution of the Council

## **1.0 Background**

1.1 At its meeting on 2 December 2009, the Council approved a new style 'strong' Leader and Cabinet model of executive leadership, in accordance with the Local Government and Health Act 2007. The Act required changes to the leadership of Councils giving only two options, both of which place all executive powers in the hands of one individual, who, in the normal course of events, will serve an uninterrupted 4 year term. The Council's new Executive Arrangements came into operation on 6 May 2010.

## **2.0 New Style Leader and Cabinet**

2.1 Under this model the Council appoints the Leader for a fixed term of office of 4 years. The Leader then appoints a Cabinet but also determines the size of the Cabinet (within the statutory minimum and maximum of 3 and 10). Under these executive arrangements provision must be made for the appointment of a Deputy Leader with power to act in the Leader's absence. Again the Deputy Leader is appointed (and may also be removed) by the Leader.

2.2 The term of office of the Leader is from the date of election as Leader to the first annual meeting after their normal day of retirement as a councillor i.e. up to 4 years. Thus, a Leader needing to seek re-election as a councillor before the end of the maximum 4 year term will be elected for a shorter term.

2.3 The Council includes provisions in its Constitution whereby the Council may remove the Leader from office at any time (if the Council did not include such provision for the mid term removal of the Leader, the Leader would remain in office for their full term). The Council's Constitution states that the Leader shall hold office until:

(a) (s)he resigns from the office; or

(b) (s)he is disqualified from being a councillor; or

(c) (s)he is no longer a councillor; or

(d) the first Annual Meeting after their normal day of retirement as a councillor save that the Council may by resolution remove the Leader from office at an earlier date.

2.4 The Leader will be vested with all the authority's executive functions, initially holding all the Council's executive functions under their personal control. It is then for him/her to choose whether to exercise some or all of these functions personally or to make arrangements for their discharge by the executive, a committee of the executive, by an individual member of the executive, or by officers and these will be notified at the Annual Meeting of the Council.

2.5 The Leader of the Council shall appoint an Executive Member as Deputy Leader with power to act in the Leader's absence.

- 2.6 Executive members appointed by the Leader of the Council (including the executive member appointed as Deputy Leader) shall hold office until:
- (a) they resign from office; or
  - (b) (s)he is disqualified from being a councillor; or
  - (c) they are no longer councillors; or
  - (d) the Annual General Meeting following the meeting at which they are appointed to the Executive save that the Leader of the Council may remove them from office either individually or collectively at an earlier date.

### **3.0 Lead Members**

- 3.1 The Leader has designated a specific role for an additional 3 Non-Executive Members to support the work of the Executive.
- 3.2 The Lead Member for Safeguarding will support the Executive Member for Children's Services and the Executive Member for Adult Social Services and Community Wellbeing.
- 3.3 The Lead Member for Sports, Culture and Leisure will support the Executive Member for Children's Services and the Executive Member for Communities and Partnership.
- 3.4 The Lead Member for Integration of Health and Social Care will support the Executive Member for Adult Social Services and Community Wellbeing in all matters relating to the Council's affairs in respect of the Greater Manchester Health and Social Care Devolution agreement.

**MEMBERSHIP OF THE EXECUTIVE 2015/16**

<u>Councillor</u>	<u>PORTFOLIO</u>
Sean Anstee (Leader)	Reshaping Trafford
Michael Young (Deputy Leader)	Economic Growth and Planning
Alex Williams	Adult Social Services and Community Wellbeing
Michael Hyman	Children's Services
John Lamb	Communities and Partnerships
John Reilly	Environment and Operations
Patrick Myers	Finance
Mrs. Laura Evans	Transformation and Resources

Non-Executive Members with Special Responsibilities

Brian Shaw	-	Lead member for Integration of Health and Social Care
Linda Blackburn	-	Lead Member for Safeguarding
Michael Cornes	-	Leader Member for Sports, Culture and Leisure



## TRAFFORD COUNCIL

**Report to:** Annual Meeting of the Council  
**Date:** 28 May 2015  
**Report for:** Decision  
**Report of:** Director of Legal and Democratic Services

### Report Title

#### COUNCIL COMMITTEES

### Summary

To agree the Committees of the Council, their size, political composition, membership and terms of reference for the 2015/16 municipal year.

### Recommendation(s)

- 1) That the Standing Committees and their composition, as set out in Appendix 1 to the report, be approved.
- 2) That the Terms of Reference for each Committee, as set out in Appendix 2 to the report, be approved.
- 3) That the membership of Committees for the 2015/16 municipal year, as set out in Appendix 3\* to the report, be approved.
- 4) That the appointment of Chairmen and Vice-Chairmen of the Committees, as set out in Appendix 3\*, be approved and the nomination of Opposition Spokespersons (where appropriate), be noted.
- 5) That the Licensing Committee be recommended to appoint the membership of the Safety at Sports Grounds Sub-Committee and as set out in Appendix 4.
- 6) That the Appointments and Appeals Panel be formally appointed, the membership for which will be drawn from all members of the Council.

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

- 7) That the membership of the Joint Health Scrutiny Committee, as set out in Appendix 5, be approved.
- 8) That the Council delegate to the Chief Executive, in accordance with the written request of the relevant Group Leader, the power and authority to change the membership of committees and sub-committees as may be needed from time to time.

Contact person for access to background papers and further information:

Name: Ian Cockill  
Extension: 1387

Background Papers: None.

## 1. COMPOSITION OF COUNCIL COMMITTEES

1.1 In accordance with the provisions of the Local Government and Housing Act 1989, the Acting Chief Executive has been informed of the following political groups on the Council:-

- Conservative Group - 34 members
- Labour Group - 26 members
- Liberal Democrat Group - 3 members.

1.2 The regulations provide for the composition of committees being in accordance with the political balance of the 63 members of the Council. The proposed Committee structure is set out in Appendix 1

1.3 The Membership of each Ordinary Committee should, subject to the need to allocate each political group a total allocation of seats in proportion to its strength on the Council, be made up of the following proportions: -

- Conservative (34/63) - 53.97%
- Labour (26/63) - 41.27%
- Liberal Democrat (3/63) - 4.76%

**PROPOSED COMMITTEE ENTITLEMENTS FOR THE MUNICIPAL YEAR 2015/16**

Committee	No. of Members	Ex-officio Members	Co-opted Members	Proposed Places		
				CON	LAB	L/D
<u>Ordinary Committees</u>						
Accounts and Audit	7	-	-	4	3	0
Employment	7	-	-	4	3	0
Planning Development Control	13	-	-	7	5	1
Licensing *	15	-	-	8	7	0
Standards	11		5^^	6	4	1
Scrutiny	11	1#	5^	6	4	1
Health Scrutiny	11	1#	-	6	4	1
<b>POLITICALLY BALANCED PLACINGS</b> (excluding other Committees)	<b>75</b>			<b>41</b>	<b>30</b>	<b>4</b>
<u>Other Committee(s)</u>						
Health and Wellbeing Board**	2		7^^^	2	1	0
<b>OVERALL PLACINGS</b>	<b>77</b>			<b>43</b>	<b>30</b>	<b>4</b>

\* Committees for which political balance rules may be disapplied

\*\* Committee for which political balance rules do not apply

# The Chairmen of both the Scrutiny Committee and the Health Scrutiny Committee shall be appointed as ex-officio non-voting members of the opposite scrutiny committee.

^ 2 Church and 3 Parent-Governor representatives

^^ 2 Parish representatives and 3 Independent members

^^^ Corporate Director of Children, Families and Wellbeing plus 11 External Partners

## **ACCOUNTS AND AUDIT COMMITTEE**

### **Statement of Purpose**

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

### **Composition**

Membership of the Audit and Accounts Committee shall comprise 7 Members, be politically balanced and shall not include any Members of the Executive. A non voting member, with appropriate skills and experience, may be co-opted on to the Committee with the approval of the Council.

### **Terms of Reference**

#### **Internal and External Audit**

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

## **Risk Management**

- a) Review the adequacy of arrangements for identifying and managing the organisation's business risks, including partnerships with other organisations. This includes review of the Council's risk management policy and strategy and their implementation.
- b) Review the robustness of the strategic risk register and the adequacy of associated risk management arrangements.
- c) Receive and consider regular reports on the risk environment and associated management action.

## **Internal Control Arrangements, Corporate Governance and the Annual Governance Statement**

- a) Review the effectiveness of corporate governance arrangements and internal control across the organisation and the adequacy of action taken to address any weaknesses or control failures.
- b) Conduct a critical review of the proposed Annual Governance Statement (AGS), which is a key assurance statement required to be completed each year in accordance with the Accounts and Audit Regulations 2011. The review includes the procedures followed in its completion and the content of the Statement to consider:
  - how meaningful the AGS is;
  - the robustness of the evidence and assurances on which the AGS is based; and
  - whether the AGS discloses adequately the organisations actions for addressing any significant internal control weaknesses disclosed within the statement.
- c) Make recommendations for amendment of the AGS and the associated procedures.

## **Anti - Fraud and Corruption Arrangements**

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

## **Accounts**

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

## **Access and Reporting**

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

## **Delegation**

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

## **EMPLOYMENT COMMITTEE**

### Terms of Reference

1. To determine collective and corporate terms and conditions of employment.
2. To consider any matter referred to the Committee by the Head of Paid Service or Corporate Director Customer and Corporate Services.
3. To consider, approve and adopt any new or significant revision to existing corporate human resources strategies and policies in so far as they relate to the appointment, terms and conditions of employment and dismissal of staff.
4. To determine any other matters relating to the appointment, terms and conditions of employment and dismissal of staff which are neither covered by policies of the Council nor delegated to Officers under the Scheme of Delegation.

### Delegation

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

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

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

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



## **LICENSING COMMITTEE**

### Terms of Reference

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

## Delegation

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

## Appendix 1 to the Licensing Committee's Terms of Reference

### Delegated Functions

#### Licensing Act

TABLE OF DELEGATED FUNCTIONS

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

## Appendix 2 to the Licensing Committee's Terms of Reference

### Delegated Functions

#### Gambling Act

#### TABLE OF DELEGATED FUNCTIONS

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

## Appendix 3 to the Licensing Committee's Terms of Reference

### List of proposed Chairmen

<b>Name</b>	<b>Order of Priority</b>
Chairman of Licensing Committee	1
Vice-Chairman of Licensing Committee	2
Opposition Spokesperson for Licensing Committee	3
Member of Licensing Committee	4
Member of Licensing Committee	5

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

## **PLANNING DEVELOPMENT CONTROL COMMITTEE**

### Terms of Reference

1. To exercise powers in relation to planning and development control over development proposals in the Borough in the context of Government and Council policies and guidance in order to maintain and improve the quality of life and the natural and built environment of the Borough.
2. To exercise powers in relation to the following functions as specified in schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000:
  - (i) town and country planning and development control;
  - (ii) the registration of common land or town and village greens and to register the variation of rights of common; and
  - (iii) the exercise of powers relating to the regulation of the use of highways.

### Delegation

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

## **STANDARDS COMMITTEE**

### Terms of Reference

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

### Delegation

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

## HEALTH AND WELLBEING BOARD

### Terms of Reference

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



## **SCRUTINY COMMITTEE**

### **Terms of Reference**

1. To act as the Council's Overview and Scrutiny Committee and Crime and Disorder Committee for the purposes of all relevant legislation including, but not limited to, the Local Government Act 2000 (as amended), and Police and Justice Act 2006.
2. The Committee will also be responsible for the review and scrutiny of decisions made or actions taken in connection with the provision, planning and management of education in the borough of Trafford and, in particular, all of the functions of the Council as an education authority under the Education Acts, School Standards and Framework Act 1998 and all other relevant legislation in force from time to time. Co-opted Members will be appointed to discuss education matters and will attend the Scrutiny Committee when they consider education matters.

### **General Role**

3. Subject to statutory provision, to review and scrutinise decisions made or actions taken in connection with the discharge by the Council of its functions and by relevant partner authorities.
4. In relation to the above functions:
  - a) to make reports and/or recommendations to the full Council, Executive of the Council, any joint committee or any relevant partner authority as appropriate
  - b) to consider any matter affecting the area or its inhabitants
5. In relation to any function within the remit of this Committee:-
  - a) as set out in (b) below to exercise the power to call in, for reconsideration, executive decisions made but not yet implemented set out in Section 21(3) of the Local Government Act 2000.
  - b) The call-in of an executive decision is to be exercised as follows:-
    - i) the decision must not have been designated as urgent by the decision taker
    - ii) the request to call in a decision must be made within 5 working days of the decision being published
    - iii) any 3 members of an overview and scrutiny committee or select committee can ask the Chairman of this Committee or, in his/her absence, the Vice-Chairman to call in an executive decision
    - iv) in deciding whether or not to approve the request to call in a decision, the Chairman or Vice-chairman may consult the Vice-Chairman and the chairmen of the Select Committees as appropriate
    - v) if the Chairman, or Vice-Chairman as appropriate, approve the call in of a decision the request to call in the decision must be made to the Chief Executive within the timescale set out in (ii) above

- vi) the Chairman may decide, after consulting as appropriate, to call in a decision whether or not a request under (iii) has been received.
- 6. To put in place and maintain a system to ensure that referrals from overview and scrutiny to the Executive, either by way of report or for reconsideration, are managed efficiently and do not exceed the limits set out in the Constitution.
- 7. At the request of the Executive, to make decisions about the priority of referrals made in the event of reports to the Executive exceeding limits in the Constitution, or if the volume of such reports creates difficulty for the management of executive business or jeopardises the efficient running of Council business.
- 8. To report annually to full Council on its workings, set out their plans for future work programmes and amended working methods if appropriate.

### **Specific functions**

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

- e) conduct research, community and other consultation as it deems appropriate in the analysis of policy issues and possible options;
- f) question and gather evidence from any other person with their consent.
- g) consider and implement mechanisms to encourage and enhance community participation in the development of policy options;
- h) question members of the Executive and/or committees, senior officers of the Council and representatives of relevant partner authorities on relevant issues and proposals affecting the area and about decisions and performance;
- i) liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working; and
- j) undertake any other activity that assists the Committee in carrying out its functions.

### **Delegation**

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

## **HEALTH SCRUTINY COMMITTEE**

### **Terms of Reference**

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

### **General Role**

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

### **Specific functions**

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

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

### **Delegation**

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

## **APPOINTMENTS AND APPEALS PANEL**

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

To be responsible for staff appointment and related matters regarding:

- short-listing applicants and appointments of Corporate Directors and Directors
- appeals in accordance with the disciplinary and grievance procedures
  - appeals by employees against grading

**TRAFFORD COUNCIL**

**MEMBERSHIP OF COMMITTEES 2015/16**

**Note on Membership:** In accordance with Chartered Institute of Public Finance and Accountancy (CIPFA) recommended practice the Chairman and Vice-Chairman of the Accounts and Audit Committee should not also be a Chairman or Vice-Chairman of an Overview and Scrutiny Committee / Select Committee.

<b>COMMITTEE</b>		<b>NO. OF MEMBERS</b>
ACCOUNTS AND AUDIT		7
<b>CONSERVATIVE GROUP</b>	<b>LABOUR GROUP</b>	<b>LIBERAL DEMOCRAT GROUP</b>
Councillors:-	Councillors:-	Councillors:-
Chris Boyes Dylan Butt <b>V-CH</b> Nathan Evans Alan Mitchell <b>CH</b>	Jane Baugh Barry Brotherton Tom Ross <b>OS</b>	
<b>TOTAL</b>	<b>4</b>	<b>3</b>
		<b>0</b>

**TRAFFORD COUNCIL**

**MEMBERSHIP OF COMMITTEES 2015/16**

**Note on Membership:** Members of the Employment Committee will also be appointed as representatives of the Council (Employer's Side) on the Joint Consultative Panel.

<b>COMMITTEE</b>		<b>NO. OF MEMBERS</b>
EMPLOYMENT		7
<b>CONSERVATIVE GROUP</b>	<b>LABOUR GROUP</b>	<b>LIBERAL DEMOCRAT GROUP</b>
Councillors:-	Councillors:-	Councillors:-
Mark Cawdrey Mrs. Pamela Dixon <b>V-CH</b> Nathan Evans Brian Rigby <b>CH</b>	Joanne Bennett Catherine Hynes <b>OS</b> David Jarman	
<b>TOTAL</b>	<b>4</b>	<b>3</b>
		<b>0</b>



**TRAFFORD COUNCIL**

**MEMBERSHIP OF COMMITTEES 2015/16**

**Notes on Membership:**

(1) It is advisable that the number of members serving on both the Licensing and Planning Development Control Committees in each political group is kept to a minimum to ensure that the potential for conflicts of interest is kept to a minimum.

(2) All Licensing Committee Members may be called upon as Members of the Licensing Sub-Committee, the meetings for which are held during the working day. Therefore, it would be preferable if Members serving on this Committee could also be available during the day time.

<b>COMMITTEE</b>		<b>NO. OF MEMBERS</b>
LICENSING		15
<b>CONSERVATIVE GROUP</b>	<b>LABOUR GROUP</b>	<b>LIBERAL DEMOCRAT GROUP</b>
Councillors:-	Councillors:-	Councillors:-
Stephen Anstee Dan Bunting Jonathan Coupe Paul Lally Brian Rigby Matthew Sephton Bernard Sharp <b>V-CH</b> Michael Whetton <b>CH</b>	Anne Duffield Mike Freeman <b>OS</b> Philip Gratrix David Jarman Ejaz Malik John Smith Whit Stennett	
<b>TOTAL</b>	<b>8</b>	<b>7</b>
		<b>0</b>

**TRAFFORD COUNCIL**

**MEMBERSHIP OF COMMITTEES 2015/16**

**Note on Membership:** It is advisable that the number of members serving on both the Planning Development Control and Licensing Committees in each political group is kept to a minimum to ensure that the potential for conflicts of interest is kept to a minimum.

<b>COMMITTEE</b>		<b>NO. OF MEMBERS</b>	
PLANNING DEVELOPMENT CONTROL		13  (plus 7 Substitutes)	
<b>CONSERVATIVE GROUP</b>	<b>LABOUR GROUP</b>	<b>LIBERAL DEMOCRAT GROUP</b>	
Councillors:-  Dr. Karen Barclay Daniel Bunting <b>V-CH</b> Nathan Evans David Hopps Mrs. June Reilly Mrs. Viv Ward <b>CH</b> Michael Whetton	Councillors:-  Philip Gratrix Ejaz Malik Dolores O'Sullivan John Smith Laurence Walsh <b>OS</b>	Councillors:-  Tony Fishwick	
<b>TOTAL</b>	<b>7</b>	<b>5</b>	<b>1</b>

**Substitute Members:**

Rob Chilton Mrs. Pamela Dixon Brian Rigby Brian Shaw	Whit Stennett Denise Western	Mrs. Jane Brophy
(4)	(2)	(1)

**TRAFFORD COUNCIL**

**MEMBERSHIP OF COMMITTEES 2015/16**

<b>COMMITTEE</b>	<b>NO. OF MEMBERS</b>		
STANDARDS	11		
	+ 2 PARISH REPRESENTATIVES + 3 INDEPENDENT MEMBERS		
	+ 2 INDEPENDENT PERSONS (of the Hearing Panel)		
<b>CONSERVATIVE GROUP</b>	<b>LABOUR GROUP</b>	<b>LIBERAL DEMOCRAT GROUP</b>	
Councillors:-	Councillors:-	Councillors:-	
Dr. Karen Barclay <b>CH</b> Chris Boyes Paul Lally Alan Mitchell Patrick Myers Alex Williams	Louise Dagnal Mike Freeman David Jarman Kevin Procter <b>V-CH</b>	Ray Bowker	
<b>TOTAL</b>	<b>6</b>	<b>4</b>	<b>1</b>

NON-VOTING CO-OPTTEES (5)

2 Parish Representatives: **Mrs. S. Royle** and **Mr. A. Rudden**

3 Independent Members: **Mr. D. Goodman**, **Mr. C. Griffiths** and **1 Vacancy**

INDEPENDENT PERSONS OF THE HEARING PANEL (2)

(under Section 28 of the Localism Act 2011): **Ms. N. Jackson** and **Mr. M. Whiting**

**TRAFFORD COUNCIL**

**MEMBERSHIP OF COMMITTEES 2015/16**

**Notes on Membership:**

(1) The Scrutiny Committee shall have a membership of 11, or, where this does not achieve the political balance required under the Local Government and Housing Act 1989, whatever figure is necessary to reflect the proportional representation of political groups.

(2) The Scrutiny Committee shall be chaired by a Councillor who is a member of the largest political group on the Council. The person appointed as Vice-Chairman shall not be a member of the same political group as the person appointed as Chairman.

(3) The Chairmen of both the Scrutiny Committee and the Health Scrutiny Committee shall be appointed as ex-officio Members of the opposite scrutiny committee.

(4) The Scrutiny Committee shall appoint co-opted Members when that committee considers education matters.

<b>COMMITTEE</b>		<b>NO. OF MEMBERS</b>
SCRUTINY COMMITTEE		11
		(plus the Chairman of the Health Scrutiny Committee as an ex-officio Non-Voting Member)
		+ 5 CO-OPTED MEMBERS + 3 NON-VOTING MEMBERS (when considering Education matters)
<b>CONSERVATIVE GROUP</b>	<b>LABOUR GROUP</b>	<b>LIBERAL DEMOCRAT GROUP</b>
Councillors:-	Councillors:-	Councillors:-
Stephen Anstee Chris Boyes Chris Candish Jonathan Coupe <b>CH</b> Mrs. Pamela Dixon David Hopps	Karina Carter Mike Cordingley <b>V-CH</b> Louise Dagnall Denise Western	Ray Bowker
<b>TOTAL</b>	<b>6</b>	<b>4</b>
		<b>1</b>

## SCRUNTINY COMMITTEE CO-OPTED MEMBERS FOR EDUCATION MATTERS

*Church of England (VOTING MEMBER): Vacancy*

Roman Catholic (VOTING MEMBER): **Sister P. Goodstadt**

### Parent-Governor Representatives

Primary (VOTING MEMBER): Vacancy

Secondary (VOTING MEMBER): **Mrs. D. Haddad**

Special (VOTING MEMBER): Vacancy

### Teacher Representatives

(NON-VOTING MEMBER): **Mr. D. Kitchen**

(NON-VOTING MEMBER): Vacancy

(NON-VOTING MEMBER): Vacancy

## TRAFFORD COUNCIL

### MEMBERSHIP OF COMMITTEES 2015/16

#### Notes on Membership:

(1) The Health Scrutiny Committee shall have a membership of 11, or, where this does not achieve the political balance required under the Local Government and Housing Act 1989, whatever figure is necessary to reflect the proportional representation of political groups.

(2) The Health Scrutiny Committee shall be chaired by a Councillor who is not a member of the largest political group on the Council, unless there is no such person serving on the Committee. The person appointed as Vice-Chairman shall be a member of the largest political group on the Council.

(3) The Chairmen of both the Scrutiny Committee and the Health Scrutiny Committee shall be appointed as ex-officio Members of the opposite scrutiny committee.

<b>COMMITTEE</b>		<b>NO. OF MEMBERS</b>
HEALTH SCRUTINY COMMITTEE		11
		(plus the Chairman of the Scrutiny Committee as an ex-officio Non-Voting Member)
<b>CONSERVATIVE GROUP</b>	<b>LABOUR GROUP</b>	<b>LIBERAL DEMOCRAT GROUP</b>
Councillors:-	Councillors:-	Councillors:-
Mrs. Angela Bruer-Morris Mark Cawdrey Rob Chilton Alan Mitchell Mrs. Viv Ward Mrs. Patricia Young <b>V-CH</b>	Joanne Harding Judith Lloyd <b>CH</b> Sophie Taylor Lawrence Walsh	Mrs. Jane Brophy
<b>TOTAL</b>	<b>6</b>	<b>4</b>
		<b>1</b>

## TRAFFORD COUNCIL

### MEMBERSHIP OF COMMITTEES 2015/16

#### Notes on Membership:

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

(2) The Accountable Officer Trafford Clinical Commissioning Group, namely Dr. Nigel Guest, will Chair the Board.

(3) \* Denotes that this position must be represented on the HWB as per the Health and Social Care Act 2012 (Note at least one Councillor and one member of the CCG must be appointed.)

<b>COMMITTEE</b>		<b>NO. OF MEMBERS</b>
HEALTH AND WELLBEING BOARD		4
(plus the Corporate Director of Children, Families and Wellbeing* and 10 External Partners)		
<b>CONSERVATIVE GROUP</b>	<b>LABOUR GROUP</b>	<b>LIBERAL DEMOCRAT GROUP</b>
Councillors:-	Councillors:-	Councillors:-
Executive Member for Adult Social Services and Community Wellbeing	Shadow Executive Member for Adult Social Services and Community Wellbeing	Executive Member for Children's Services
<b>TOTAL</b>	<b>2</b>	<b>1</b>
		<b>0</b>

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

- Accountable Officer Trafford Clinical Commissioning Group
- Trafford Representative, NHS England Area Team
- Director of Public Health\*
- Chair Health Watch Trafford\*
- Director of Commissioning, Clinical Commissioning Group
- Representative, Central Manchester Foundation Trust
- Representative, University Hospital of South Manchester
- Representative, Pennine Community Care Foundation Trust
- Representative, Greater Manchester West Mental Health Foundation Trust
- Representative, Trafford's Third Sector
- Representative, Greater Manchester Police Trafford Division

**TRAFFORD COUNCIL**

**MEMBERSHIP OF COMMITTEES 2015/16**

**Note on Membership:** Membership of the Sub-Committee should not include ward Members for the wards where the relevant stadia are situated, currently Gorse Hill, Hale Central and Longford, to minimise potential conflicts of interest.

<b>COMMITTEE</b>		<b>NO. OF MEMBERS</b>
SAFETY AT SPORTS GROUNDS SUB-COMMITTEE (to be appointed by Licensing Committee)		3
<b>CONSERVATIVE GROUP</b>	<b>LABOUR GROUP</b>	<b>LIBERAL DEMOCRAT GROUP</b>
Councillors:-	Councillors:-	Councillors:-
Paul Lally <b>CH</b> Matthew Sephton <b>V-CH</b>	Andrew Western	
<b>TOTAL</b>	<b>2</b>	<b>1</b>
		<b>0</b>



**TRAFFORD COUNCIL**

**MEMBERSHIP OF COMMITTEES 2015/16**

<b>COMMITTEE</b>		<b>NO. OF MEMBERS</b>
JOINT HEALTH SCRUTINY COMMITTEE		5  (plus 2 Substitutes)
<b>CONSERVATIVE GROUP</b>	<b>LABOUR GROUP</b>	<b>LIBERAL DEMOCRAT GROUP</b>
Councillors:-	Councillors:-	Councillors:-
Mrs. Angela Bruer-Morris Mrs. Viv Ward Mrs. Patricia Young	Judith Lloyd (1 Nominee to be confirmed)	
<b>TOTAL</b>	<b>3</b>	<b>2</b>
		<b>0</b>

**Substitute Members:**

Rob Chilton	(1 Nominee to be confirmed)	
(1)	(1)	(0)

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## TRAFFORD COUNCIL

**Report to:** Annual Meeting of the Council  
**Date:** 28 May 2015  
**Report for:** Decision  
**Report of:** Chief Executive

### Report Title

#### APPOINTMENTS TO OUTSIDE AND INDEPENDENT BODIES

### Summary

To agree the appointment of representatives to outside and independent bodies relating to the service areas and functions of the Council.

Additionally, there is a more extensive list of outside and independent bodies whose activities relate to Executive functions. The appointments for these bodies will be made by the Leader of the Council, independently of the Council.

### Recommendation(s)

1. That approval be given to the appointment of representatives to those outside and independent bodies set out in Appendix 1 to this report.
2. That the Chief Executive, in consultation with the relevant Group Leader(s), be delegated authority to appoint members to any outside body vacancy that remains or arises after this Annual Meeting and to any other bodies to which the Council is required to make appointments (and to report back to Council on any changes or new appointments so made).
3. That the Council approves the persons named in Appendix 2 to sit on the Statutory School Appeals Committee for the 2015/16 Municipal Year and that the Director of Legal and Democratic Services be delegated authority to make changes to this list and to set up School Appeals Committees, including the appointment of Chairmen.

Contact person for access to background papers and further information:

Name: Ian Cockill  
Extension: 1387

Background Papers: None.

## Item 9: Appendix 1

**TRAFFORD BOROUGH COUNCIL**  
**REPRESENTATIVES ON OUTSIDE BODIES AND ORGANISATIONS**  
**PERSONS NOMINATED – 2015/16**  
**APPOINTMENTS MADE BY THE COUNCIL**

Organisation	Number of Representatives Required      CON:LAB:LD		2015/16 Nominations  Councillor(s)
1. Greater Manchester Combined Authority (GMCA) / Association of Greater Manchester Authorities (AGMA)			
(a) AGMA Executive Board	1	1:0:0	Sean Anstee
	(Note: Leader of the Council plus 2 named substitutes from the Executive)		Substitutes: Michael Young Patrick Myers
(b) GMCA	1 (Leader plus substitute)	1:0:0	Sean Anstee
			Substitute: Michael Young
(c) GMCA Leaders Portfolio – Lead Leader for Skills, Employment and Worklessness	1	1:0:0	AGMA Leaders to determine  (Sean Anstee)
	Leader Appointed by AGMA not a Council nomination		
(d) GMCA Audit Committee	1	1:0:0	No Trafford appointment
	Appointed by GMCA not a Council nomination		
(e) GMCA / AGMA Scrutiny Pool	3	2:1:0	Jonathan Coupe Mrs. Pamela Dixon Barry Brotherton
		(both sexes to be represented)	
(f) Greater Manchester Health and Wellbeing Board	1	1:0:0	Mrs. Patricia Young
(g) Greater Manchester Health Scrutiny Committee	1 Non-Executive Member	1:0:0	Mrs. Patricia Young
	(plus Non-Executive substitute)		Substitute: Mrs. Angela Bruer-Morris
(h) Greater Manchester Police and Crime Panel	1 (Leader)	1:0:0	Sean Anstee

Organisation		Number of Representatives Required		2015/16 Nominations
			CON:LAB:LD	
(i)	Greater Manchester Police and Crime Steering Group	1	1:0:0	<b>Councillor(s)</b> John Lamb
(j)	Local Enterprise Partnership	1	1:0:0	AGMA Leaders to determine (Sean Anstee)
		Leader Appointed by AGMA not a Council nomination		
(k)	Planning and Housing Commission	1	1:0:0	Michael Young
(l)	Standards Committee	1	1:0:0	Combined Authority to determine (Sean Anstee)
		Leader Appointed by GMCA not a Council nomination		
(m)	Statutory Functions Committee	1	1:0:0	Bernard Sharp  Substitute: Dylan Butt
(n)	Transport for Greater Manchester Committee	3	2:1:0* (Spokesperson to be nominated)	Rob Chilton* Mrs. June Reilly Mike Cordingley
<u>GMCA / AGMA Outside Bodies</u>				
(o)	Greater Manchester Pensions Fund Management Panel	1	1:0:0	Alan Mitchell
(p)	Halle Board	1	1:0:0	Chief Executive
(q)	Regional Leaders Board	1	1:0:0	Combined Authority to determine (Sean Anstee)
		Leader Appointed by GMCA not a Council nomination		
(r)	Skills and Employment Partnership	1	1:0:0	Michael Hyman  (plus Sean Anstee as GMCA Portfolio Lead for Skills and Employment)
(s)	Greater Manchester (European Programmes) Local Management Committee			(Sean Anstee as GMCA Portfolio Lead for Skills and Employment)
2.	Greater Manchester Fire and Rescue Authority	3* (Spokesperson to be nominated)	2:1:0	Brian Rigby* Michael Whetton David Acton

Organisation	Number of Representatives Required		2015/16 Nominations
		CON:LAB:LD	
3. Greater Manchester Waste Disposal Authority (GMWDA)	2* (Spokesperson to be nominated)	2:0:0	<b>Councillor(s)</b> Michael Cornes Michael Young*
4. Local Government Association - General Assembly	4	3:1:0	Sean Anstee Mrs. Laura Evans Matthew Sephton Andrew Western
5. Manchester Metropolitan Boroughs Pest Control Council	2	2:0:0	Paul Lally Matthew Sephton
6. Manchester Port Health Authority	1 (plus Deputy)	1:0:0	Bernard Sharp  Deputy: Brian Shaw
7. National Society for Clean Air and Environmental Protection	2	2:0:0	Mark Cawdrey John Reilly
8. North West Employers	1 (plus Deputy)	1:0:0	Brian Rigby  Deputy: Nathan Evans
9. Statutory School Admissions Appeals Committee	(See appendix 2 attached – not council members)		

**STATUTORY SCHOOL ADMISSION APPEALS COMMITTEE –  
PANEL MEMBERS FOR 2015/16**

**Lay People:**

Mrs. Bailey  
Mrs. Bracegirdle  
Mrs Broadstock  
Mr. Christie  
Mrs. Finn (Chair)  
Mr. Gorrie  
Ms. Hall  
Mrs. Hargreaves  
Mrs. A. Jones (Chair)

Mr. Jones  
Miss D. Jones  
Mr. Munday (Chair)  
Mrs. Reed  
Mrs. Smith (Chair)  
Mr. Turner  
Mr. Wright (Chair)  
Mr. Whitehead (Chair)

**People with an Interest in Education:**

Mrs. Askari  
Mrs. Clapperton  
Mr. Cockayne (Chair)  
Mrs. Coulburn  
Mrs. Dee  
Mrs. Foan (Chair)  
Mrs. Gorodkin  
Mrs. Groves  
Mr. T. Hall (Chair)

Mrs. Hassan  
Mr. Hassan  
Mrs. D. Jones  
Mrs. Kelly  
Mrs. Myerson  
Mrs. Peters  
Mrs. Quest  
Mrs. Sher (Chair)

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**CALENDAR OF MEETINGS 2015/2016**

	2015							2016					
	June	July	August	September	October	November	December	January	February	March	April	May	
Monday	1								1				Monday
Tuesday	2			1			1 HWB workshop		2 HWB workshop	1			Tuesday
Wednesday	3 OT&S LP	1 Health Scrutiny		2 Scrutiny			2		3	2			Wednesday
Thursday	4 U&P LP	2		3	1 U&P LP		3 Corporate Parenting Board		4	3			Thursday
Friday	5	3		4	2		4	1 Bank Holiday	5	4	1		Friday
Saturday	6	4	1	5	3		5	2	6	5	2		Saturday
Sunday	7	5	2	6	4	1	6	3	7	6	3	1	Sunday
Monday	8	6	3	7 JCP/Employ	5	2	7	4	8	7 JCP/Employ	4	2 Bank Holiday	Monday
Tuesday	9 HWB	7	4	8 OT&S LP	6 HWB workshop	3	8	5	9 A&A	8 HWB	5	3	Tuesday
Wednesday	10	8 Council	5	9	7 Health Scrutiny	4 Standards (IR)	9	6	10 Health Scrutiny	9 OT&S LP	6	4	Wednesday
Thursday	11 PDC / S LP	9 PDC	6	10 PDC	8 PDC	5	10 PDC	7	11 PDC	10 PDC	7	5 Elections	Thursday
Friday	12	10	7	11	9	6	11	8	12	11	8	6	Friday
Saturday	13	11	8	12	10	7	12	9	13	12	9	7	Saturday
Sunday	14	12	9	13	11	8	13	10	14	13	10	8	Sunday
Monday	15 ST LP	13	10	14 ST LP	12	9	14 JCP/Employ	11	15	14 ST LP	11	9	Monday
Tuesday	16	14	11	15	13	10 HWB	15	12 HWB	16	15 Standards (IR)	12	10	Tuesday
Wednesday	17 Scrutiny	15 STaR - tbc	12	16 Council	14 STaR - tbc	11 Council	16 Health Scrutiny	13 STaR - tbc	17 Budget Exec / Council	16 Health Scrutiny	13 STaR - tbc	11	Wednesday
Thursday	18 PP Sub / Corporate Parenting Board	16 PP Sub	13 PDC	17 Corporate Parenting Board /	15 PP Sub	12 PDC	17 PP Sub	14 PDC	18 PP Sub	17 PP Sub / Corporate Parenting Board	14 PDC	12 PDC	Thursday
Friday	19	17	14	18	16	13	18	15	19	18	15	13	Friday
Saturday	20	18	15	19	17	14	19	16	20	19	16	14	Saturday
Sunday	21	19	16	20	18	15	20	17	21	20	17	15	Sunday
Monday	22 JCP/Employ	20	17	21 Executive	19	16 ST LP	21	18 ST LP	22 Executive	21 Executive	18	16	Monday
Tuesday	23	21	18	22 HWB	20	17 OT&S LP	22	19	23	22 A&A	19	17	Tuesday
Wednesday	24 Standards (IR)	22	19	23	21	18 Scrutiny	23	20 Executive / Council	24	23 Council	20	18	Wednesday
Thursday	25 PP Sub	23	20 PP Sub	24 A&A PP Sub S LP	22	19 PP Sub	24	21 PP Sub	25	24 PP Sub	21 PP Sub	19	Thursday
Friday	26	24	21	25	23	20	25 Christmas Day	22	26	25 Bank Holiday	22	20	Friday
Saturday	27	25	22	26	24	21	26 Boxing Day	23	27	26	23	21	Saturday
Sunday	28	26	23	27	25	22	27	24	28	27	24	22	Sunday
Monday	29 Executive	27 Executive	24	28	26 Executive	23 Executive	28 Bank Holiday	25 Executive	29	28 Bank Holiday	25	23	Monday
Tuesday	30 A&A	28	25	29	27	24	29	26 OT&S LP		29 HWB workshop	26	24	Tuesday
Wednesday		29	26	30	28	25 A&A	30	27 Scrutiny		30 Scrutiny	27	25 <b>Annual Meeting</b> (6 pm) Licensing	Wednesday
Thursday		30	27		29	26 U&P LP S LP	31	28 S LP U&P LP		31 S LP U&P LP	28	26	Thursday
Friday		31	28		30	27		29			29	27	Friday
Saturday			29		31	28		30			30	28	Saturday
Sunday			30			29		31				29	Sunday
Monday			31 Bank Holiday			30						30 Bank Holiday	Monday
Tuesday												31	Tuesday

<p><b>Key:</b></p> <p>A&amp;A = Accounts and Audit Committee          Council = Council          Executive = Executive          Health = Health Scrutiny Committee          HWB = Health &amp; Wellbeing Board (Board Meetings 6.00 p.m. start / Workshops 6.30 p.m.)          JCP/Employ (IR) = Joint Consultative Panel / Employment Committee (following on from JCP at 10.00 a.m.)          Licensing = Licensing Committee          Lic Sub = Licensing Sub-Committee          PDC = Planning Development Control Committee          PP Sub = Public Protection Sub-Committee          Scrutiny = Scrutiny Committee          Standards = Standards Committee          STaR = Stockport, Trafford &amp; Rochdale Joint Committee</p> <p>OT&amp;S LP = Old Trafford &amp; Stretford Locality Partnership          U&amp;P LP = Urmston &amp; Partington Locality Partnership          S LP = Sale Locality Partnership          ST LP = South Trafford Locality Partnership</p>	<p>Approximate monthly cycle – Executive, Planning Development Control Committee, Public Protection Sub-Committee</p> <p>Approximate two / three monthly cycle - Accounts and Audit Committee, Council, Health and Wellbeing Board, Scrutiny Committee.</p> <p>Three / Four times per year – Joint Consultative Panel/Employment Committee, Health Committee, Locality Partnership, Standards Committee</p>
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## TRAFFORD COUNCIL

**Report to:** Annual Meeting of the Council  
**Date:** 28 May 2015  
**Report for:** Decision  
**Report of:** Director of Legal and Democratic Services and Monitoring Officer

### Report Title

**DELEGATION OF FUNCTIONS AND AMENDMENTS TO THE CONSTITUTION**

### Summary

To confirm arrangements for the delegation of Council (non-Executive) and Executive functions and to obtain Council's agreement to amend the Constitution of the Council to incorporate these arrangements.

### Recommendation(s)

- 1) That Council notes that Executive functions not covered by the Officers' Scheme of Delegation are delegated by the Leader of the Council as follows:
  - (a) functions are delegated to all individual Executive Members in accordance with the Executive Members' Scheme of Delegation;
  - (b) all other functions are delegated to the Executive.
- 2) That the Scheme of Delegation to Officers be approved.
- 3) That the Director of Legal and Democratic Services be authorised to amend the Constitution of the Council in accordance with and as a consequence of this report and other decisions made by Council at this Annual Meeting.

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

Name: Ian Cockill  
Extension: 1387

### Background Papers:

Constitution of the Council

## **1. Background**

- 1.1 It is the duty of the Council's Monitoring Officer to review the Constitution from time to time and to propose amendments to the Council. Generally amendments are proposed at the Council's Annual Meeting to reflect any changes which are proposed to the schemes of delegation for both Members and Officers, together with any further amendments which may be considered to be necessary for the efficient and effective management of the Council and Council services.

## **2. Executive Scheme of Delegation**

- 2.1 The Leader of the Council determines how, and by whom, executive functions are carried out. The Leader has agreed a scheme of delegation of executive functions to the individual members of the Executive. A copy of the scheme has been placed on the Council's website for reference.

## **3. Officer Scheme of Delegation**

- 3.1 Proposed changes to the Officer Scheme of Delegation are highlighted in the document. The changes are recommended to ensure that the Constitution is in line with changed statutory regulations and also current Council policy. A copy of the document has been placed on the Council's website for reference.