

Public Document Pack



TRAFFORD COUNCIL

Tuesday, 16 March 2021

Trafford Town Hall
Talbot Road
Stretford
M32 0TH

Dear Councillor,

Your attendance is requested at a meeting of the Council of the Borough of Trafford on **WEDNESDAY, 24 MARCH 2021, at 7.00 P.M.** which is to be held as a **VIRTUAL MEETING**, for the transaction of the business set out below:

Please Note: Members of the public may view the meeting via the following link:
<https://www.youtube.com/channel/UCjwbIOW5x0NSe38sgFU8bKg>

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|--|--------------|
| 1. Minutes | |
| To approve as a correct record the Minutes of the Meeting of the Council held on 17 February 2021 for signature by the Mayor as Chair of the Council. | To Follow |
| 2. Announcements | |
| To receive any announcements from the Mayor, Leader of the Council, Members of the Executive, Chairs of Scrutiny Committees and the Head of Paid Service. | |
| 3. Questions By Members | |
| This is an opportunity for Members of Council to ask the Mayor, Members of the Executive or the Chairs of any Committee or Sub-Committee a question on notice under Procedure Rule 10.2. | |
| 4. Extension of Emergency Amendments to the Council's Constitution | |
| To consider a report of the Monitoring Officer. | 1 - 10 |
| 5. Pay Policy Statement 2021/22 | |
| To consider a report of the Corporate Director of Strategy and Resources following a referral from Employment Committee on 1 March 2021. | 11 - 22 |

6. Civic Quarter Area Action Plan - Submission and Examination Stage

To consider a joint report of the Corporate Director of Place and the Executive Member for Housing and Regeneration.

To Follow

7. Deposit of Statements Under Section 15A Commons Act 2006: Statement Registration Fee

To consider a report of the Corporate Director of Governance and Community Strategy.

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8. Draft Timetable of Council and Committee Meetings - 2021/22

To consider a report of the Corporate Director of Governance and Community Strategy.

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9. Motions

To consider the following motions submitted in accordance with Procedure Rule 11:

(a) Motion Submitted by the Labour Group - Community Thank You

During the last 12 months we have seen an incredible community response to the pandemic across all localities in Trafford. In response this Council puts on record it's thanks to all those involved in this effort and recognises that this would not have been possible without a commitment to partnership working and the dedication and hard work of council staff.

That this Council:

- Celebrates the contributions made by keyworkers, volunteers and the entire Trafford community in responding to the needs of residents during an incredibly difficult period.
- Recognises the vital role the voluntary, community, faith and social enterprise (VCFSE) sector has played in support vulnerable residents, including the six hubs and all those organisations who have worked closely with them.
- Acknowledges the importance of partnership working and the importance of the Trafford Partnership in harnessing the contributions of organisations across the public, VCFSE and private sectors in the borough.
- Understands that the pandemic is ongoing and that professionals, volunteers and residents across the borough continue to support each other.
- Reasserts its commitment to working with partners to achieve the best outcomes for the community and residents, and in responding to the consequences of the pandemic that we know will be felt for years to come.

(b) Motion Submitted by the Labour Group - Commitment to Social and Economic Justice

This Council believes:

- Levels of income, housing, education, health and environmental inequality now reached in the UK have not been seen since the Great Depression of the 1930s. These inequalities are further exacerbated across regions, classes; genders; races; ages; and for those with and without disabilities. The growth in UK inequalities are well documented and the steps needed to address them are clearly laid out in: the Marmot Review: 10 Years On (2020); The Institute for Public Policy Research's Economic Justice Commission (2028); and the Institute for Fiscal Studies' ongoing Deaton Review of Inequalities. Trafford specific inequalities and the Council's approach to tackling them are set out in the Trafford Poverty Strategy for 2020/21.
- Local Government services have suffered disproportionately in their ability to mitigate the impact of this inequality crisis, primarily as a result of the Conservative Government's austerity measures over the last 11 years. This has further weakened individuals, families, neighbourhoods and communities to collectively withstand the worsening economic climate in the UK and, most recently, the impact of the pandemic.

This Council calls for:

- A national, cross-party commitment to implementing the steps required to ensure the inequality crisis is tackled with real impact. This commitment needs to reflect the levels of public and political support that was given to the 1943 Beveridge Report that led to the creation of the modern welfare state which has been so drastically undermined over the last 40 years, contributing to the current crisis of inequality. In particular, this cross-party approach must include a commitment to using the Marmot Review's recommendations as a basic framework for identifying the key actions required to tackle the serious structural inequalities that now exist in the UK. Greater Manchester has already made this commitment, becoming the country's first Marmot City Region in 2020, but the Government must invest in the following areas to ensure the whole nation follows Manchester's example. These actions include but are not limited to:
 - Giving every child the best start in life:
by increasing central government levels of spending on: early years and, as a minimum, meet the Organisation for Economic Co-operation and Development average and

Continued ...

ensuring funding is proportionately higher for more deprived areas; reducing levels of child poverty to 10 percent – level with the lowest rates in Europe; improving the availability and quality of early years services, Children’s Centres, in all regions of England; and increasing the pay and qualification requirements for the childcare workforce.

- Enabling all children, young people and adults to maximise their capabilities and have control over their lives:

put equity at the heart of national decisions about education policy and funding; increase attainment to match the best in Europe by reducing inequalities in attainment; invest in preventative services to reduce exclusions and support schools to stop off rolling pupils; restore the per-pupil funding for secondary schools and especially sixth form, at least in line with 2010 levels and up to the level of London (excluding London weighting).

- Creating fair employment and good work for all:

by developing an industrial strategy that focuses on diversifying our manufacturing base and addressing regional imbalances through a National Investment Bank directing state support for industry, particularly the digital and green economies; reforming the skills systems in the UK to meet the needs of the economy; reforming the UK’s immigration system to promote human dignity, prosperity and justice, rather than using reductions in net migration as the definition of success; investing in good quality active labour market policies and reducing conditionalities and sanctions in benefit entitlement, particularly for those with children; reduce in-work poverty by increasing the National Living Wage, achieving a minimum income for healthy living for those in work; a target of doubling collective bargaining coverage to 50 per cent of workers by 2030, with a focus on the lowest paid sectors; a new ‘right to access’ that would give unions stronger rights of physical access to workplaces, combined with a ‘digital right of access’ to reach remote workers and a new ‘right to join’ for workers.

- Ensuring a healthy standard of living for all:

by ensuring everyone has a minimum income for healthy living through increases to the National Living Wage and redesign of Universal Credit; removing sanctions and reducing conditionalities in welfare payments; putting health equity and wellbeing at the heart of local, regional and national economic planning and strategy; adopting inclusive

Continued ...

growth and social value approaches nationally and locally to value health and wellbeing as well as, or more than, economic efficiency; review the taxation and benefit system to ensure it achieves greater equity and ensure effective tax rates are not regressive.

- Creating and developing healthy and sustainable places and communities:

by investing in the development of economic, social and cultural resources in the most deprived communities; 100% of new housing being carbon neutral by 2028; vastly accelerated grant funding with the sole purpose of building social housing in order to solve the housing crisis; aiming for net zero carbon emissions by 2038, whilst ensuring inequalities do not widen as a result.

This Council calls on:

The Leader to write to the Prime Minister, with copies sent to the leaders of all major political parties, asking him to:

- Publicly acknowledge that social and economic inequalities have increased unsustainably in the UK in recent decades and have been exacerbated by 11 years of austerity policies and the recent effects of the pandemic. Furthermore, that it is clear that the level of inequalities are now such that they threaten the UK's political, social and economic stability and international standing as a nation of fairness and opportunity for all.
- Implement the above recommendations in order that the country's crisis of social and economic inequality be effectively tackled over the coming decade and beyond.

(c) Motion Submitted by the Labour Group - GMB Domestic Abuse Charter

This Council recognises that supporting victims of domestic violence and abuse in Trafford is a key part of our work. We further recognise that as a significant local employer the Council must set a positive example in this regard, and ensure robust support for council staff impacted by domestic violence and abuse.

Council therefore resolves to sign up to the GMB Domestic Abuse Charter with immediate effect, as outlined below:

Work to Stop Domestic Abuse - GMB Employer Charter

As an employer who cares about the impact of domestic abuse on our employees, we pledge to:

1. Support employees who are experiencing Domestic Abuse to access support services and information confidentially.
2. Ensure that those experiencing Domestic Abuse will not be disadvantaged within the terms and conditions of their employment and will take all reasonable measures to facilitate any needs in the workplace.
3. Commit to working/participating with other organisations to facilitate best support for those experiencing Domestic Abuse.
4. Provide all employees with access to toolkits, information and our policies on domestic abuse, in a format that is easily and discretely accessible within the workplace.
5. Ensure that we have employees trained across our organisation, to provide adequate access to support within the workplace for all employees. Staff trained should be representative of our workplace and will include line managers and Trade Union representatives.

(d) Motion Submitted by the Liberal Democrats Group - Responding to Flooding and Severe Weather

Flooding and severe weather is becoming increasingly common as a result of the climate emergency. All local authorities will continue to be affected in differing ways. Severe weather can be erratic and unpredictable. Nevertheless, Trafford Council still has a responsibility to act to mitigate the damage and disruption that can be caused by severe weather and flooding.

This Council notes:

- The damage, inconvenience and disruption felt by residents across the borough, as a result of the recent flooding caused by Storm Christoph.
- The community spirit and goodwill shown by residents who helped each other protect property and check on vulnerable neighbours.
- The hard work of Council officers and staff during the storm.
- AMEY plc's lack of capacity to respond to emergency callouts during and immediately after Storm Christoph, resulting in response times of over 24 hours and residents being unable to request a callout.

Continued ...

This Council calls for:

- The creation of a 'Trafford Flooding Resilience' programme, bringing together members and officers of this council as well as other stakeholders including but not limited to, the Environment Agency, United Utilities, the Bridgewater Canal Company, Network Rail and local residents. The aim of the programme will be to work closely with local communities in Trafford to build resilience against future floods and reduce their impact.
- The delivery of the 'Trafford Flooding Resilience' programme to be overseen by a cross party committee of this Council.

Yours sincerely,



SARA TODD
Chief Executive

Membership of the Council

Councillors L. Walsh (Mayor), C. Boyes (Deputy Mayor), D. Acton, S. Adshead, A. Akinola, S.B. Anstee, Dr. K. Barclay, J. Bennett, Miss L. Blackburn, J. E. Brophy, B. Brotherton, D. Bunting, D. Butt, T. Carey, Dr. S. Carr, K.G. Carter, R. Chilton, C.H. Churchill, G. Coggins, M. Cordingley, J. Dillon, N. Evans, M. Freeman, Mrs. D.L. Haddad, J. Harding, B. Hartley, J. Holden, C. Hynes, D. Jarman, D. Jerrome, P. Lally, J. Lamb, J. Lloyd, S. Longden, M. Minnis, A. Mitchell, D. Morgan, P. Myers, A. New, J.D. Newgrosh, E. Patel, K. Procter, S.B. Procter, B. Rigby, T. Ross, B. Shaw, J. Slater, E.W. Stennett, S. Taylor, S. Thomas, R. Thompson, M.J. Welton, A. Western, D. Western, G. Whitham, A.M. Whyte, A.J. Williams, B.G. Winstanley, J.A. Wright and Mrs. P. Young.

Further Information

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

Ian Cockill, Governance Officer
Tel: 0161 912 1387
Email: ian.cockill@trafford.gov.uk

This Summons was issued on **Tuesday, 16 March 2021** by the Governance Services Section, Trafford Council, Trafford Town Hall, Talbot Road, Stretford M32 0TH.

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TRAFFORD COUNCIL

Report to: Council
Date: 24 March 2021
Report for: Decision
Report of: Monitoring Officer

Report Title

Extension of Emergency Amendments to the Council's Constitution

Summary

This report proposes an extension to a number of temporary changes to the Constitution which were agreed by Council on 18 March 2020 and were intended to be only used when strictly necessary and were to be in place for as long as was required to respond to the Coronavirus situation.

Recommendations

That the Council approves an extension of the emergency provisions to the Council's Constitution previously approved on 18 March 2020 on the basis that, unless the provisions are subsequently renewed or cancelled, they will become inoperable and shall cease to have effect three months from the date of this decision (24 June 2021).

Contact person for further information:

Name: Ian Cockill
Extension: 1387

Background Papers:

None

Implications:

Relationship to Policy Framework/Corporate Priorities	The Constitution supports the ability of the Council to function lawfully, transparently and accountably to deliver services in accordance with the Policy Framework and the wider Corporate Priorities
Relationship to GM Policy or Strategy Framework	None
Financial	None
Legal Implications:	The legal framework and associated implications are detailed in the report.
Equality/Diversity Implications	None
Sustainability Implications	None
Carbon Reduction	None
Resource Implications e.g. Staffing / ICT / Assets	None
Risk Management Implications	None
Health & Wellbeing Implications	None
Health and Safety Implications	None

1. Introduction

- 1.1. The Council at its meeting on 18 March 2020 agreed that new urgent provisions were necessary to enable the Council to continue to operate speedily and effectively during the pandemic emergency. At the time they were intended to have effect for a calendar year but as the country is still affected by the Covid-19 virus and remains subject to restrictions and government regulations which continue to impact on the Council's ability to hold meetings under normal arrangements an extension is sought to the Council's emergency Constitutional arrangements.
- 1.2 The report to the meeting on 18 March 2020 detailing the changes and their rationale is attached as an appendix. Other than noting the following amendments to the list of responsible officers as a result of changes within the Council over the past year, no other changes to the provisions are proposed and it is proposed that the changes will remain in force for a further 3 months.

Committee	Responsible Person
Accounts & Audit Committee	Director of Finance & Systems
Employment Committee	Corporate Director of Strategy & Resources
STAR Joint Committee	Director of Finance & Systems

APPENDIX

Council - 24 March 2021

TRAFFORD COUNCIL

Report to: Council
Date: 18 March 2020
Report for: Decision
Report of: Monitoring Officer

Report Title

Proposed Emergency Amendments to the Council's Constitution

Summary

The Council's constitution details the objectives which underpin the delivery of services, the performance of all of the Council's duties and supports Members and Officers in making decisions to ensure that these are efficient, transparent and accountable to local people.

The Coronavirus has created unprecedented circumstances within which the Council is required to operate more flexibly and expediently. Central government, local authorities and other public bodies are adopting emergency decision-making powers as the coronavirus pandemic continues to disrupt civic life across Europe.

The Constitution does not currently provide members and officers with a mechanism by which emergency decisions can be made in various scenarios.

This report proposes a number of changes to the Constitution which are temporary, proportionate to the threat, will only be used when strictly necessary and will be in place for as long as required to respond to the current situation.

Recommendations

That the Council approve the addition of new emergency provisions to the Council's Constitution as detailed in the report.

Contact person for further information:

Name: Dominique Sykes
Extension: 4293

Implications:

Relationship to Policy Framework/Corporate Priorities	The Constitution supports the ability of the Council to function lawfully, transparently and accountably to deliver services in accordance with the Policy Framework and the wider Corporate Priorities
Relationship to GM Policy or Strategy Framework	None
Financial	None
Legal Implications:	The legal framework and associated implications are detailed in the report.
Equality/Diversity Implications	None
Sustainability Implications	None
Resource Implications e.g. Staffing / ICT / Assets	None
Risk Management Implications	None
Health & Wellbeing Implications	None
Health and Safety Implications	None

1. Introduction

- 1.1. The Council's constitution details the objectives which underpin the delivery of services and performance of all of the Council's duties. Those objectives are intended to support Members and Officers in making decisions and adhering to procedures to ensure that these are lawful, efficient, transparent and accountable to local people.
- 1.2 Article 1 of the Constitution sets out the purpose of the Constitution, which is to:
1. enable the Council to provide clear leadership to the community in partnership with residents, businesses and other organisations;
 2. support the active involvement of the community in the process of the Council's decision-making;
 3. help councillors represent their constituents more effectively;
 4. enable decisions to be taken efficiently and effectively;
 5. create a powerful and effective means of holding decision-makers to public account;
 6. ensure that no one will review or scrutinise a decision in which they were directly involved;

7. ensure that those responsible for decision making are clearly identifiable to local people and that they explain the reasons for decisions; and
 8. provide a means of improving the delivery of services to the community.
- 1.3 The spread of coronavirus has been declared a global public health emergency.
 - 1.4 The coronavirus has created unprecedented circumstances within which the Council is required to operate more flexibly and expediently. Central government, local authorities and other public bodies are adopting emergency decision-making powers as the coronavirus pandemic continues to disrupt civic life across Europe.
 - 1.5 The main roles of a Local Authority in an emergency are to support the activities of the emergency services, care for people affected by the emergency, maintain day to day services and coordinate the recovery aspects of the emergency.
 - 1.6 The Constitution does not currently provide members and officers with a mechanism by which emergency decisions can be made in various scenarios.
 - 1.5 This report proposes a number of changes to the Constitution which are temporary, proportionate to the threat, will only be used when strictly necessary and will be in place for as long as required to respond to the current situation.

2.0 Legislative Basis and Changes

- 2.1 The Government has introduced emergency regulations to prevent the further spread of coronavirus. The Health Protection (Coronavirus) Regulations 2020 were laid before Parliament on 10 February 2020. They give health professionals the power to detain patients with Covid-19 for the specific purposes of screening and assessment, or to isolate them for a period of time. The regulations also empower police constables to detain people suspected of having the virus
- 2.2 It also envisaged that further changes to legislation might be necessary in order to give public bodies across the UK the tools and powers they need to carry out an effective response to this emergency.
- 2.3 The Government has a range of additional powers to deal with civil emergencies. Part 2 of the Civil Contingencies Act 2004 allows the Government to make regulations to deal with an emergency that “threatens serious damage to human welfare”. The definition of an emergency includes events that may involve or cause human illness, loss of life, or disruption to health services or food supplies.

- 2.4 The Civil Contingencies Act 2004, 'the Act', is the legal framework that sets out roles and responsibilities of emergency responders in England and Wales. It delivers a single framework for civil protection in the United Kingdom and is separated into two parts:
- Part 1 - Local arrangements for civil protection
 - Part 2 - Emergency powers for Government
- 2.5 All principal local authorities are category 1 responders under the Act. As such, they are, alongside the emergency services, some health bodies and the Environment Agency, subject to the full set of civil protection duties in the Act.
- 2.6 The Act provides a basic framework defining what tasks must be performed and how organisations can co-operate. Local responders work to a common national framework, and make their own decisions according to local circumstances and priorities. This allows local responders to develop plans and make arrangements that are appropriate in their areas to deliver their duties under the Act.
- 2.7 Under the terms of the Act, Trafford Council is required to:
- assess the risk of emergencies occurring and use this to inform contingency planning
 - put in place emergency plans
 - put in place business continuity management arrangements
 - put in place arrangements to make information available to the public about civil
 - protection and maintaining arrangements to warn, inform and advise the public in the event of an emergency
 - share information with other local responders to enhance co-ordination
 - co-operate with other local responders to enhance co-ordination and efficiency
 - (local authorities only) provide advice and assistance to businesses and voluntary organisations about business continuity management
- 2.8 As a category 1 responder, a local authority must perform its duties under the Act where the emergency is likely to seriously obstruct its ability to perform its functions, or where it considers it necessary or desirable to act to prevent, reduce, control, or mitigate the emergency's effects, or otherwise take action, and would be unable to act without changing the deployment of its resources or acquiring additional resources

3.0 Rationale for Proposed Changes

- 3.1 When emergencies occur the rules governing normal decision making change. Consequently it is essential that members and officers have a planned response in such circumstances. Under crisis conditions normal decision making processes can be too slow; routine channels of information and communication may be disrupted or be inadequate.
- 3.2 Currently the constitution only provides an emergency provision with regard to situations which arise between Committee or Executive meetings and which require emergency action which cannot reasonably await the next meeting. In those circumstances the Chief Executive, Corporate Director of Governance and Community Strategy or relevant Corporate Director has authority to take such action in consultation with the Chair, Vice-Chair and Opposition Spokesperson of the Committee concerned (or with such of the latter as are available for consultation) or with the relevant Executive Portfolio Holder and subject to a subsequent report to the next meeting of the Committee or the Executive.
- 3.3 The Constitution does not currently provide members and officers with a mechanism by which emergency decisions can be made in other scenarios. It does not provide emergency provisions in respect of decisions that would ordinarily be reserved to Council and it does not make any provisions in respect of meetings that are not quorate.
- 3.4 This means that under current circumstances the Council is unable to fulfil the objectives of the constitution itself nor is it able to meet its legislative requirements.
- 3.5 The aim of the proposed amendments is to provide a basis on which Trafford Council can respond effectively to, and lead the recovery from, emergencies.
- 3.6 The objectives of the proposed amendments to the constitution are to enable prompt decision making which will enable the Council to:
- provide assistance to the emergency services;
 - provide professional and technical advice, labour, transport, equipment, use of premises and any other material or resources which might be required during an emergency;
 - lead the recovery phase of any emergency;
 - continue to deliver appropriate services during any emergency response;
 - comply with the requirements of the Civil Contingencies Act (2004) and its accompanying Regulations.

3.7 The proposed amendments are:

- not designed to be used to meet the needs of day to day incidents which could be managed via the normal functions of the Council;
- temporary, proportionate to the threat, will only be used when strictly necessary; and
- will be in place for as long as required to respond to the current situation.

4.0 Proposed Constitutional Amendments

4.1 The constitution currently only provides emergency provisions with regard to situations: which arise between Committee or Executive meetings; which require emergency action; and which cannot reasonably await the next meeting. In those circumstances the Chief Executive, Corporate Director of Governance and Community Strategy or relevant Corporate Director has authority to take such action in consultation with the Chair, Vice-Chair and Opposition Spokesperson of the Committee concerned (or with such of the latter as are available for consultation) or with the relevant Executive Portfolio Holder and subject to a subsequent report to the next meeting of the Committee or the Executive. Furthermore, it does not allow decision making by committees to proceed in the event that the Committee is not quorate.

4.2 It is recommended that Council approve the amendment of the Council's constitution to incorporate the following new provisions (the relevant committees/officers in relation to the first proposed change are detailed below):

- In the event that a scheduled meeting of the (named Committee) is inquorate the functions of that Committee shall be delegated to the (relevant Senior Officer), to the extent necessary for the (relevant senior officer) to, in consultation (where possible) with the Chair of the Committee, complete the business set out on the Agenda for that meeting;
- In the event that a scheduled meeting of the Executive is inquorate the functions of the Executive shall be reserved to the Leader of the Council in consultation with the Chief Executive, Corporate Director of Governance and Community Strategy or relevant Corporate Director (where possible), to complete the business set out on the Agenda for that meeting.
- In the event that a scheduled meeting of the Council is inquorate the functions of Council shall be delegated to the Chief Executive, to enable the Chief Executive to, in consultation (where possible) with the Mayor or Chair of the meeting, complete the business set out on the Agenda for that meeting
- With regard to situations which arise between Council meetings and require emergency action which cannot reasonably await the next Council meeting, the Chief Executive, Corporate Director of Governance and Community Strategy or relevant Corporate Director has authority to take such action in consultation with the

Leader of the Council and the Leaders of the other groups of the Council (or with such of the latter as are available for consultation) and subject to a subsequent report to the next meeting of the Council meeting.

- 4.3 The Council approves the new provisions as set out at paragraph 4.2 above, on the basis that, unless the provisions are renewed or cancelled, they will become inoperable and shall cease to have effect one year from the date of this decision.

5. Consultation

- 5.1 No Applicable

6. Reasons for Recommendation

- 6.1 New urgent provisions are necessary to enable the Council to continue to operate speedily and effectively during the current emergency

Committee	Responsible Person
Accounts & Audit Committee	Corporate Director of Finance & Systems
Children & Young People's Scrutiny Committee	Corporate Director Children's Services
Employment Committee	Corporate Director of People
Health & Wellbeing Board	Corporate Director of Adult Services
Health Scrutiny Committee	Corporate Director of Adult Services
Licensing Committee	Corporate Director of Place
Licensing Sub-Committee	Corporate Director of Place
Planning & Development Management Committee	Corporate Director of Place
Public Protection Sub-Committee	Corporate Director of Place
Safety at Sports Grounds Sub-Committee	Corporate Director of Place
Scrutiny Committee	Corporate Director of Governance and Community Strategy
Standards Committee	Corporate Director of Governance and Community Strategy
STAR Joint Committee	Corporate Director of Finance & Systems
Town/Village Green Sub-Committee	Corporate Director of Place

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TRAFFORD COUNCIL

Report to: Council
Date: 24th March 2021
Report for: Approval
Report of: Sara Saleh, Corporate Director Strategy and Resources

Report Title

Trafford Council's Pay Policy Statement for 2021/22

Summary

This paper provides Council with information relating to Trafford's pay policy for 2021/22 in line with the requirements for the Localism Act 2011.

Recommendations

To note and approve the 2021/22 Pay Policy statement as set out in the attached report as recommended by Employment Committee on 1st March 2021.

Contact person for access to background papers and further information:

Name: Angela Beadsworth
Extension: 1291

Background Papers:

The Code of Recommended Practice for Local Authorities on Data Transparency - Department for Communities and Local Government.

Openness and accountability in local pay: Guidance under section 40 of the Localism Act 2011 – Department for Communities and Local Government.

Local Government Transparency Code 2015.

Relationship to Policy Framework/Corporate Priorities	The information provided within the report aligns with the Council's corporate priority of 'Low Council Tax and Value for Money'
Financial	The report information ensures that we comply with financial regulations in respect of data transparency and accounts and audit regulations.
Legal Implications:	Compliance with all relevant employment legislation is a critical and a key component of this strategy to ensure that our legal governance

	structure is robust and can defend employment claims should the need arise.
Equality/Diversity Implications	The pay policy will ensure that we remunerate our employees fairly and with due respect to all equality policies and strategies.
Sustainability Implications	Not applicable
Staffing/E-Government/Asset Management Implications	Not applicable
Risk Management Implications	Not applicable
Health & Wellbeing Implications	Not applicable
Health and Safety Implications	Not applicable

1. Background

The Pay Policy Statement sets out the Council's approach to pay policy in accordance with the requirements of Section 38 of the Localism Act 2011.

The requirements of the Localism Act in respect of transparency about senior pay builds on the Accounts and Audit Regulations 2015 with which the Council is also compliant; published details of the Council's remuneration of its Chief Executive and Corporate Directors can be found on the Council's public website.

The Pay Policy Statement articulates the Council's own policies towards a range of issues relating to the pay of its workforce, in particular its senior staff (Chief Officers, as defined by the Local Government and Housing Act 1989) and to its lowest paid employees. The purpose of the Pay Policy Statement is to increase accountability in relation to pay.

As specified in the Act, this requirement does not extend to schools and this Statement does not therefore include school based employees.

The statement also incorporates the Council's Gender Pay Gap information as the Council is now required to publish this on an annual basis under the GPG reporting requirements.

In summary, the Pay Policy Statement identifies:

- ❖ The method by which salaries and severance payment are determined;
- ❖ The detail and level of remuneration of the Council's most senior managers i.e. Chief Executive, Corporate Leadership Team, Service Directors;
- ❖ The committee responsible for ensuring that the Pay Policy Statement is applied consistently, the Employment Committee, which has delegated powers in relation to senior manager employment;
- ❖ The detail and level of remuneration for the lowest level of post/employee;
- ❖ The ratio of pay of the top earner and that of the median earner.

❖ The Council's Gender Pay Gap

2. Recommendation

Council is recommended to note and approve the 2021/22 Pay Policy statement as detailed below.

TRAFFORD PAY POLICY STATEMENT 2021/22

1. Introduction

- 1.1 The purpose of the Pay Policy Statement is to ensure transparency and accountability with regard to the Council's approach to setting pay.
- 1.2 The Pay Policy Statement will be approved by Council and is publicised on the Council's website in accordance with the requirements of the Localism Act 2011.
- 1.3 The Pay Policy Statement identifies:
- The methods by which salaries of all employees are determined;
 - The detail and level of remuneration of its most senior staff i.e. Head of Paid Service, 'Chief Officers', the Monitoring Officer, and Deputy Chief Officers as defined by the relevant legislation;
 - The remuneration of its lowest paid employees;
 - The relationship between the remuneration levels of the most senior employees and that of other employees;
 - The Committee responsible for ensuring the provisions set out in this statement are applied consistently throughout the Council and making recommendations on any amendments to Full Council.
- 1.4 Once approved by Full Council, this policy statement will come into immediate effect and will be subject to review as a minimum on an annual basis.

2. Scope

- 2.1 The Council's Pay Policy Statement relates to employees of Trafford Council whose remuneration, including rate of pay and terms and conditions are determined by and within the control of the authority. It does not apply to the following.
- All employees working in schools.
 - Employees on secondment where their rates of pay or terms and conditions are not set by the authority.
 - Individuals employed by a third party contracted to work for the authority, i.e. agency workers.
 - Individuals employed through the authority on behalf of a third party where their rates of pay or terms and conditions are not set by the authority.
 - Volunteers or work experience placements.

3. Legislation Relevant to Pay and Remuneration

3.1. In determining the pay and remuneration of all of its employees, the Council will comply with all relevant employment legislation. This includes legislation such as the National Minimum Wage (Amendment) Regulations 2018, Equality Act 2010, Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000 and where relevant, the Transfer of Undertakings (Protection of Earnings) Regulations.

3.2 The Council ensures there is no discrimination within its pay structures and that all pay differentials can be objectively justified through the use of job evaluation mechanisms, which directly establish the relative levels of posts in grades according to the requirements, demands and responsibilities of the role.

4. Accountability and Decision Making

4.1 In accordance with the Constitution of the Council, the Employment Committee is responsible for decision making in relation to the recruitment, pay, terms and conditions and severance arrangements in relation to employees of the Council.

4.2 Decisions relating to salary packages for new posts above £100k are subject to full Council approval. In addition, any severance arrangements agreed in line with the relevant policies that exceed £100k are subject to full Council approval.

5. Context

5.1 Trafford Council serves local residents, with bold ambitions, re-thinking the traditional problems faced by local authorities to respond positively to the challenges faced. The Council serves a population of 234,673 (ONS population estimates 2016). The Council's Corporate Plan for 2018 to 2022 details the vision and outlines 7 corporate priorities which are key to the delivery of that vision.

5.2 As at January 2021 the Council had an employee headcount of 2415, covering 2514 posts across our 6 directorates. With 51% of posts being part-time and 49% of posts being full-time, the full time equivalent (FTE) employee figure is 1916.

6. Pay Structure

6.1 The Council's pay strategy must be one of balance between securing and retaining high-quality employees whilst maintaining pay equality and avoiding excessive pay rates.

6.2 The Council uses the nationally negotiated pay spine(s) (i.e. a defined list of salary points) as the basis for its local pay structure, which determines

the salaries of the large majority of its (non-teaching) workforce together with the use of locally determined rates where these do not apply.

- 6.3 All other pay-related allowances are the subject of either nationally or locally negotiated rates, having been determined from time to time further to collective bargaining.
- 6.4. In determining its grading structure and setting remuneration levels for any posts, which fall outside its scope, the Council takes account of the need to ensure value for money in respect of the use of public expenditure. However this has to be balanced against the need to recruit and retain employees who are able to provide high quality services to the community, delivered effectively and efficiently and at times at which those services are required.
- 6.5 New appointments will normally be made at the minimum of the relevant pay scale for the grade, although from time to time it may be necessary to take account of the external pay levels in the labour market in order to attract and retain employees with particular experience, skills and capacity. Where necessary, the Council will ensure the requirement for such is objectively justified by reference to clear and transparent evidence of relevant market comparators, using data sources available from within the local government sector and outside, as appropriate.
- 6.6 To meet specific operational requirements, it may be necessary for an individual to temporarily take on extra duties, which are in addition to their normal role. The Council's arrangements for authorising any additional remuneration relating to temporary additional duties are set out in the Acting-up and Additional Responsibility Payments Policy.
- 6.7 Any temporary supplement to the salary scale for the grade is approved in accordance with the Council's Market Supplement Policy.

7. Senior Management Pay Arrangements

- 7.1 For the purposes of this statement, senior management means 'Chief Officers' as defined within the Localism Act. The posts falling within the statutory definition are set out in the data published for the Local Government Transparency Code 2015 and the Accounts and Audit Regulations 2015. Within the Council Chief Officers are those on grades SM2 and SM3.
- 7.2 The Chief Executive and Chief Officers receive minimal additions to salary. The Chief Executive and Chief Officers who act as Returning Officer and Deputy Returning Officers receive fees for local and other elections as they arise from time to time. The level of these fees depends on the type of election. These are published annually in the Council's annual Statement of Accounts.

- 7.3 The Chief Officer car allowance scheme was deleted as part of the 2014/15 budget proposals along with the general essential car user scheme which was replaced by a critical car user scheme. The Chief Executive and Chief Officers do not qualify for the scheme and so do not receive critical car user allowance.
- 7.4 The Council does not pay bonuses to Senior Managers or any other employee group.
- 7.5 We will continue to consider how we can introduce more transparent performance arrangements at a senior management level. Salary progression within the range is linked to attainment of pre-determined objectives and targets as set out in the appraisal process.
- 7.6 An organisation chart covering staff in the top three levels of the organisation provides information on the senior salary pay structure for the Council. This is produced in line with the requirements of the Transparency Code 2015.

8. Recruitment of Chief Officers

- 8.1 The Council's policy and procedures with regard to recruitment of Chief Officers is set out within the Council constitution Part 4 Officer Employment procedure rules.
- 8.2 When recruiting to all posts, the Council will take full and proper account of all provisions of relevant employment law and its own Equality, Recruitment and Redeployment Policies as approved by Council.
- 8.3 Decisions relating to the remuneration of any newly appointed Chief Officer will be in accordance with relevant job evaluation methodology, market factors and recruitment policies in place at the time. For new posts, with recommended salary packages in excess of £100k, approval of Full Council is required.
- 8.4 Where the Council is unable to recruit Chief Officer posts, or there is a need for interim support to provide cover for a substantive Chief Officer post, the Council will, where necessary, consider engaging individuals under a 'contract for service'. These will be sourced through a relevant procurement process ensuring the council is able to demonstrate the maximum value for money benefits, from competition, in securing the relevant service.
- 8.5 It should be noted that when these engagements are established, the Council is not required to make either pension or national insurance contributions for such individuals.

8.6 The Council has had 1 interim appointment in place at Chief Officer level throughout 2020/21 to lead the successful delivery of Trafford's COVID 19 Outbreak Management programme and recovery planning.

9. Re-employment / Re-engagement of former Chief Officers

9.1 The Organisational Change Framework sets out the arrangements and restrictions by which Chief Officers are re-employed or re-engaged on a contract for services following termination of employment.

9.2 The repayment of public sector exit payments once confirmed will determine our revised approach to the re-engagement of Chief Officers.

10. Pension Contributions

10.1 Where employees have exercised their statutory right to become members of the Local Government Pension Scheme, the Council is required to make a contribution to the scheme representing a percentage of the pensionable remuneration due under the contract of employment of that employee.

10.2 The rate of contribution is set by Actuaries advising the Greater Manchester Pension Fund and reviewed on a triennial basis in order to ensure the scheme is appropriately funded. The current rate is set at 20.4%.

11. Payments on Termination

11.1 The Council's approach to statutory and discretionary payments on termination of employment of Chief Officers, prior to reaching normal retirement age, is set out within its policy statement in accordance with Regulations 5 and 6 of the Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2006 [and if appropriate] Regulation 12 of the Local Government Pension Scheme (Benefits, Membership and Contribution) Regulations 2007.

11.2 Any current payments falling outside of these provisions or the relevant periods of notice within the contract of employment shall be subject to a formal decision made by the Employment Committee. Payments on termination in relation to the policy set out above that exceed £100k are subject to approval of Full Council.

12. Lowest Paid Employees

12.1 The lowest paid employees employed under a contract of employment with the Council are employed on full time [36.25 hours] equivalent salaries in accordance with the minimum spinal column point (scp) currently in use within the Council's grading structure.

12.2 At the time of writing this report, the NJC pay award for 2021/22 has yet to be agreed and so prior to the pay award being applied, as at 1st April 2020, the

lowest entry level spinal column point is equivalent to £17,842 per annum. This is an hourly rate of £9.44.

- 12.3 We track the current national and local initiatives regarding low paid staff, benchmarking with our regional counterparts to ensure pay parity. The Real Living Wage, is a minimum hourly rate based on the real cost of living and is currently set at £9.50 as of November 2020. If the Council do apply an annual pay award or we add the minimum government proposed increase of £250 a year for lower paid workers, the Council minimum hourly rate will be above the Real Living Wage. Following the timescales taken for pay negotiations means any increases are paid later on in the year and back dated to 1st April.
- 12.4 The Council employs Apprentices who receive the National Living Wage, which is based on age. The National Living Wage rates by age are detailed below.

National Living Wage rates April 2021

Age	23 plus	21 to 22	18 to 20	Under 18	Apprentice (under 19 or in first year)
Hourly rate	£8.91	£8.36	£6.56	£4.62	£4.30

13. Pay Ratio

- 13.1 The following information is provided to assist with understanding the ratio calculation;

The Chief Executive Salary level used for comparative purposes is £169,538

The lowest paid Council job has a maximum salary level of £17,800

The Median (middle) of the salary range is £24,491

- 13.2 The ratio of pay of the top earner i.e. Chief Executive and that of the median earner is 1 to 6.92 and is within the 1:20 ratio recommended by the Hutton Review. In other words for every £1 earned by the median earner the Chief Executive earns £6.92. This is the same ratio as last year.
- 13.3 The ratio between the lowest paid employee and average Chief Officer is 1:5.76 so for every £1 earned for the lowest paid member of staff the Chief Officer earns £5.76. This is slight change from last year when it was £5.71.
- 13.4 As part of its overall and ongoing monitoring of alignment with external pay markets, both within and outside the sector, the Council will use available benchmarking information as appropriate. In addition, upon the annual review of this statement, it will also monitor any changes in the relevant 'pay multiples' and benchmark against other comparable Local Authorities.

14. Equality and Inclusion

- 14.1 Chief Officers are responsible for ensuring that they operate within the Council's Equality & Diversity in Employment Policy to provide equality of opportunity for all employees.
- 14.2 The Council is committed to ensuring that no-one is discriminated against, disadvantaged or given preference, through membership of any particular group, particularly based on age; disability; gender reassignment; race, religion or belief; sex; sexual orientation; marriage and civil partnership and pregnancy and maternity. This policy will be applied equally to all employees irrespective of their background or membership of a particular group.
- 14.3 In addition, in line with the Trade Union and Labour Relations (Consolidation) Act 1992 (TULCRA) Part 3, the Council is committed to ensure that employees are not disadvantaged or discriminated against by virtue of their trade union membership in the application of this policy.
- 14.4 The Council will regularly review this policy's impact on any equality and diversity issues, and will identify any inequalities by monitoring and will take appropriate action where necessary.

15. Gender Pay Gap

- 15.1 2020 is the third year of statutory Gender Pay Gap (GPG) reporting for the public sector. Public Authorities including government departments, the armed forces, local authorities and NHS bodies and most schools with 250 employees or more, must publish and report specific figures about their gender pay gap. There was no requirement to report the 2019 figure in 2020 due to the pandemic.
- 15.2 The information which must be published is the mean gender pay gap in hourly pay, the median gender pay gap in hourly pay, the mean bonus gender pay gap, the median bonus gender pay gap: proportion of males and females receiving a bonus payment and the proportion of males and females in each pay quartile. A point to note is that Trafford Council does not have any pay bonus schemes and so we do not report on this aspect.
- 15.3 The figures are based on pay received in March 2020, and the Council will publish on the National Gender Pay Gap Reporting website before the required deadline in 2021.
- 15.4 Trafford Council's overall mean pay gap is 9.75% and the median is 15.46%, both in favour of male employees. There are a number of influencing factors which are the same as in previous years.
- Our GPG is significantly affected by the gender composition of our workforce which is 75% female and 25% male.

- We employ a lot of part time roles in Trafford (49% of posts) which attract females and evidence shows that part-time roles pay less than full time roles.
- When part-time roles are looked at the gender pay gap is positive for women as the mean is -0.98% and the median gap is -1.91%. For full-time employees the gender pay gap is 2.49% (mean) and 9.30% (median).
- We have some large in-house services with lower paid bands which traditionally attract females – catering, cleaning, passenger assistants, care assistants and support workers; If we remove these groups the gap reduces to 5.07% (mean) and 10.25% (median);
- We have an ageing workforce and evidence shows that the gender pay gap widens above age 40;
- Some services such as highways and street cleaning services that predominantly attract male workers are not employed in house; this affects our GPG as associated posts tended to be on the lower pay bands;

15.5 There was no requirement to publish gender pay gap figures in 2020 due to the pandemic, however figures were calculated for the Council. This year's figures have seen a reduction in both mean and median gaps. The figures for 2019, as produced in March 2020, were a mean pay gap of 10.76% and a median pay gap of 20.55%.

16. Trade Unions

16.1 The Council recognises two trade unions – UNISON and GMB, for collective bargaining purposes and there are currently two full time equivalent UNISON officials in employment.

17. Publication

17.1 Upon approval by the Full Council, this statement will be published on the Council's Website.

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TRAFFORD COUNCIL

Report to: Council
Date: 24 March 2021
Report for: Decision
Report of: Corporate Director of Governance and Community Strategy

Report Title

Deposit of Statements under section 15A Commons Act 2006: Statement Registration Fee

Summary

The Council acts as the Commons Registration Authority (CRA) for Trafford. Landowners may deposit statements with the CRA to prevent the creation of Town and Village Greens (TVG). The Council are entitled to charge a fee for the application to make the deposit and for registering the statement. This report seeks approval of the fees as detailed in the report.

Recommendation(s)

It is recommended that the Council:

- i) notes the statutory process for depositing and registering a landowner statement as set out in the report;**
- ii) approves the proposed Statement Registration Fee for depositing a statement under section 15A Commons Act 2006 at £366.**
- iii) delegates authority to the Corporate Director for Governance and Community Strategy to periodically review and make minor adjustments to the Statement Registration Fee as appropriate.**

Contact person for access to background papers and further information:

Name: Tim Rhodes
Extension: 4879

Background Papers:
None

Background Information

Implications:

Relationship to Corporate Priorities	None
Relationship to GM Policy or Strategy Framework	None
Financial	<i>Charging this fee allows the Council to recoup the cost of fulfilling this duty.</i>
Legal Implications	<i>Registering statements is a statutory duty in accordance with section 15A Commons Act 2006. The Legal implications are set out within the report.</i>
Equality/Diversity Implications	None
Sustainability Implications	None
Carbon Reduction	None
Staffing/E-Government/Asset Management Implications	<i>The legal team will be required to check the application, to advertise the application and to register the statement, both physically and digitally.</i>
Risk Management Implications	None
Health and Safety Implications	None

1.0 Background

- 1.1 The Council acts as the Commons Registration Authority (CRA) for Trafford. The statutory duties of a CRA include registering commons land, maintaining the register of commons land and adjudicating applications for Town and Village Greens. Under the Council's constitution the duty to maintain the Commons Register is delegated to the Corporate Director of Governance and Community Strategy.
- 1.2 A Town and Village Green (TVG) can be registered by a landowner when all of the following criteria are met:
- a. a significant number of
 - b. the inhabitants of any locality, or any neighbourhood within a locality
 - c. indulged...in lawful sports and pastimes
 - d. as of right
 - e. on the land
 - f. for a period of at least twenty years.
- 1.3 The Growth and Infrastructure Act 2013 inserted section 15A into the Commons Act 2006 which allows landowners to deposit a statement with the CRA that brings to an end any period where inhabitants of the locality have been indulging in lawful sports and pastimes as of right on the land. This would prevent a TVG from being created as any period of time that had accrued would be reset to 0.
- 1.4 The landowner deposits a statement by making an application to the CRA using the process set out below.

- 1.5 The CRA is entitled to charge a fee for registration of a statement submitted in accordance with the application process detailed in section 2 of this report, which must be paid on application. Until recently, no statements had been deposited by any landowner with the CRA and as such, the Council has to date not yet approved a statement registration fee in respect of the process detailed in this report.
- 1.6 In order for the Council, acting as CRA, to fulfil its statutory duties, approval of a Statement Registration Fee detailed at section 3 of this report is sought.

2.0 The Application and Registration Process

- 2.1 The process for the submission of an application and subsequent registration of a statement which prevents the creation of a TVG is prescribed by The Commons (Registration of Town or Village Greens) and Dedicated Highways (Landowner Statements and Declarations) (England) Regulations 2013 and is set out below:

Upon the receipt of a statement, the CRA is required to:

- i) check the application meets the requirements set out in the regulations as follows:
 - a) In the prescribed form or substantially the same
 - b) Signed by every owner of land to which the application relates
 - c) Accompanied by an OS map of not less than 1:10,560 showing the boundary of the land to which the application relates in coloured edging
 - d) Accompanied by the statement registration fee
- ii) As soon as practicable after receiving a valid application:
 - a) send an acknowledgement of receipt to the applicant
 - b) publish notice of the application on the website
 - c) serve notice of the application by email on any person who has previously asked to be informed of all applications and who has given the authority an email address for that purpose; and
 - d) post notice (in the prescribed form) of the application for not less than 60 days at or near at least one obvious place of entry to the land to which the application relates
- iii) Record the statement in the paper and electronic register by including:
 - a) a copy of the map and any legend accompanying or forming part of the map;
 - b) a copy of the statement;
 - c) the name and address, including the postcode, of the person who deposited the statement and the map;

- d) the date on which the application to deposit the statement and map was given to the commons registration authority;
- e) details of the land delineated on the map including—
 - i. the Ordnance Survey six-figure grid reference of a point within the area of the land;
 - ii. the name of the parish, ward or district in which the land is situated;
 - iii. the address and postcode of those buildings on the land to which a postcode has been assigned; and
 - iv. the name of the town or city which is nearest to the point referred to in paragraph (i).

2.2 If a valid application to deposit a statement is submitted to the CRA the CRA must register the statement.

3.0 The Statement Registration Fee

3.1 The ability to deposit statements under s15A Commons Act 2006 was introduced in 2013. The Council has, for the first time recently, received a statement application.

3.2 In order for the Council, acting as CRA, to fulfil its statutory duties, approval of the Statement Registration Fee, detailed in this section of the report, is sought.

3.3 The CRA must ensure that any fee charged in respect of the process set out in section 2 of this report, is sufficient to cover the cost to the Council of undertaking the registration process but the fee cannot generate any profit.

3.3 It is proposed that the Statement Registration Fee is approved based on the following rationale:

3.3.1 It is anticipated that the work would be undertaken by a band 8 officer and take approximately 6 hours. Band 8 officers have a charge out rate of £61/h and so this would equate to a fee of £366; and

3.3.2 The fee rate proposed in 3.3.1 is commensurate with statement registration fees charged by other local authorities in respect of the same process.

4. Conclusion

4.1 Approval is being sought for:

- a) The Statement Registration Fee for depositing a statement under section 15A Commons Act 2006 to be approved at £366 per application;
- b) Authority to be delegated to the Corporate Director for Governance and Community Strategy to periodically review and make minor adjustments to the Statement Registration Fee as appropriate.

TRAFFORD COUNCIL

Report to: Council
Date: 24 March 2021
Report for: Decision
Report of: Corporate Director of Governance and Community Strategy

Report Title

Draft Timetable of Council and Committee Meetings – 2021/22

Summary

To adopt a provisional timetable of Council and Committee meetings for the 2021/22 municipal year.

Recommendation(s)

That the provisional timetable of Council and Committee meetings for the 2021/22 municipal year be approved, as set out in Appendix 1 to this report and recommended to the Annual Meeting of the Council on 26 May 2021.

Contact person for access to background papers and further information:

Name: Ian Cockill
Extension: 1387

Background Papers:

None

Implications

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

1. Background

- 1.1 The current timetable of meetings expires with the Annual Meeting on 26 May 2021. Members are required, therefore, to consider a draft timetable for the following municipal year, in advance of a decision being made at the Annual Meeting of the Council in May.

2. Purpose of Report

- 2.1 To adopt a provisional timetable of Council and Committee meetings for the 2021-22 municipal year. The timetable is broadly consistent with the pattern and frequency of meetings in 2020/2021 and is set out at Appendix 1 to the report.
- 2.2 Adoption of a calendar for the next municipal year will assist with the preparation of individual committee work programmes following the local elections in May 2021. A timetable of meetings will enable Members and officers to plan accordingly and ensure that the Council's decision-making processes continue to operate on a planned basis.

3. Recommendation

- 3.1 The Council is requested to consider a provisional programme of meetings for the 2021/2022 municipal year, for recommendation to the Annual Meeting of the Council on 26 May 2021.
- 3.2 The Council is also requested to consider an associated report of the Monitoring Officer recommending new emergency provisions to the Council's Constitution to enable the Council to operate more flexibly and expediently in light of the unprecedented circumstances presented by the current Coronavirus Pandemic.

<u>Key:</u>	<u>Full Name & Additional Information</u>
A&A	= Accounts and Audit Committee (6.30 p.m.)
CPB	= Corporate Parenting Board (4.00 p.m. - 6.00 p.m.)
CYPS	= Children and Young Peoples Scrutiny Committee (6.30 p.m.)
Council	= Council (7.00 p.m.)
Executive	= Executive (6.30 p.m.)
Health	= Health Scrutiny Committee (6.30 p.m.)
JCP/Employ	= Joint Consultative Panel / Employment Committee (following on from JCP at 4.30 p.m.)
One Trafford	= One Trafford Partnership Board (5.00 p.m.)
Partnership (inc. HWB)	= Trafford Partnership Day (which includes Health & Wellbeing Board/Strong Communities Board/Inclusive Growth Board/Trafford Partnership Board) - 2021/22 dates to be confirmed Health & Wellbeing Board (9.30 a.m. - 12.00 p.m.) Trafford Partnership Board (1.30 p.m. - 3.30 p.m.)
Planning	= Planning & Development Management Committee (6.30 p.m.)
PP Sub	= Public Protection Sub-Committee (6.30 p.m.)
Scrutiny	= Scrutiny Committee (6.30 p.m.)
Standards	= Standards Committee (6.30 p.m.)
STAR	= STAR Joint Committee (10.00 a.m. or 2.00 p.m.)
(IR)	= If Required