

# Public Document Pack



**Meeting of:** Rochdale South Township Committee  
**Date:** Thursday, 11th June, 2020  
**Time:** 6.00 pm.  
**Venue:** Zoom

**This agenda gives notice of items to be considered in private as required by Regulations 5 (4) and (5) of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.**

<b>Item No.</b>	<b>AGENDA</b>	<b>Page No</b>
<b>1</b>	<b>Apologies</b>  To receive any apologies for absence.	
<b>2</b>	<b>Declarations of Interest</b>  Members are required to declare any disclosable pecuniary, personal or personal and prejudicial interests they may have and the nature of those interests relating to items on this agenda and/or indicate if S106 of the Local Government Finance Act 1992 applies to them.	
<b>3</b>	<b>Minutes</b>  To consider the Minutes of the meeting of Rochdale South Township Committee held 27 <sup>th</sup> February 2020	<b>3 - 6</b>
<b>4</b>	<b>Items for Exclusion of Public and Press</b>  To determine any items on the agenda, if any, where the public are to be excluded from the meeting.	
<b>5</b>	<b>Urgent Items of Business</b>  To determine whether there are any additional items of business which, by reason of special circumstances, the Chair decides should be considered at the meeting as a matter of urgency.	

- |          |                                                                         |                |
|----------|-------------------------------------------------------------------------|----------------|
| <b>6</b> | <b>Rochdale South Township Delegation Arrangements and Appointments</b> | <b>7 - 12</b>  |
|          | To consider the attached report from the Director of Resources          |                |
| <b>7</b> | <b>Rochdale South Township Funds Review</b>                             | <b>13 - 27</b> |
|          | To consider the attached report of the Director of Neighbourhoods       |                |

# Agenda Item 3

## ROCHDALE SOUTH TOWNSHIP COMMITTEE

### MINUTES OF MEETING Thursday, 27<sup>th</sup> February 2020

**PRESENT:** Councillor Zaman (in the Chair); Councillors Shakil Ahmed, Daalat Ali, Brett, Farnell, Meredith, Nickson, Angela Smith, Sullivan and Zaheer.

**OFFICERS:** S. Blezard (Director of Operations – Adult Social Care), V. White, M. Aiken (Neighbourhoods Directorate) and P. Thompson (Resources Directorate)

**ALSO IN ATTENDANCE:** 10 members of the public

#### 24 **APOLOGIES**

Apologies for absence were received from Councillors Hornby, Howard, Rashid, Sheerin and Wraighte.

#### 25 **DECLARATIONS OF INTEREST**

There were no declarations of interests.

#### 26 **MINUTES**

Resolved:

That the Minutes held of the meeting of Rochdale South Township Committee, held 7<sup>th</sup> November 2019, be approved and signed by the Chair as a correct record.

#### 27 **OPEN FORUM**

The following matter was raised in the Committee's Open Forum session:

##### a) Woodlands View, Kingsway, Rochdale

The Township Committee received representations from residents of Woodlands View, Rochdale, regarding a damaged culvert, underneath their road, which had led to the development of flooding in the area and the development of a sink hole.

The Committee were advised that Council staff had worked to make the area safe for residents but that the road would remain closed for a few days more.

The Committee noted that Woodlands View was an un-adopted highway and requested that the Townships and Communities Manager be requested to clarify with the Council's Property Service the ownership of the land in question.

The Committee also noted that the culvert was perhaps over 100 years old and that there were perhaps many other similarly old culverts that may be in need of repair. In this regard the Committee suggested that the Head of Highways prepare a report, to the Informal Cabinet in the first instance, on the condition of culverts across the Borough.

Resolved:

1. The Head of Highways Services be requested to keep residents of Woodlands View updated on developments regarding the sink-hole and associated flooding risks on a regular basis, via e-mail.
2. The Townships and Communities Manager be requested to clarify with the Council's Property Service the ownership of the land in question.
3. The Head of Highways Services be requested to prepare a report, to the Informal Cabinet in the first instance, on the condition of culverts across the Borough.

## **28 HEALTH AND SOCIAL CARE INTEGRATION**

The Committee received a presentation from the Director of Operations (Adult Social Care) relating to Integrated Health and Social Care Neighbourhood Teams.

The presentation outlined:

- Rationale for integrated neighbourhood teams;
- Why there were six neighbourhoods in the Borough;
- The map showing the neighbourhoods;
- Staff within the Team;
- Changes that had happened since the Team was formed;
- Specific Township issues;

Members of the Committee welcomed the new structure and requested that it be communicated more widely. In reply the Committee was advised that further information, with specific contact details, would be circulated to all Members of the Council.

Resolved:

That the presentation be welcomed and noted.

## **29 2020 - 2022 HIGHWAYS CAPITAL PROGRAMME**

The Township Committee considered a report of the Director of Neighbourhoods which sought approval of indicative highways work programmes which were proposed to take place during the 2020/2021 and 2021/2022 financial years.

The programmes included the following –

- two year local transport plan (LTP) funded capital programme;
- two year bridges and structures capital maintenance programme;

The Committee discussed the report in detail requesting that Members be kept updated, at regular intervals, of highways related activities on a regular basis. The Committee also requested that the Council's Head of Highways Services be requested to make representations to Highways England requesting that the grass verges on the A627(M) on the approach to Rochdale be cut and that litter be cleared from the same area on a regular basis.

Alternatives considered:

No alternatives were considered. The programme had been developed according to Department for Transport (DfT) guidance and in line with other Greater Manchester Authorities.

Resolved:

1. That the highways work programmes to be delivered in 2020/2021 and 2021/2022, as circulated to Members of the Committee, be noted and approved in principle, subject to any final amendments being submitted to the Highways Service.
2. The Head of Highways Service be requested to regularly update Members of the Township Committee on highways related activity within the Township.
3. The Head of Highways Services be requested to make representations to Highways England requesting that the grass verges on the A627(M) on the approach to Rochdale be cut and that litter be cleared from the same area on a regular basis.

Reasons for the recommendation:

The selected schemes have been put together based on the principles of asset management which use network condition data, engineer inspections, life cycle planning and cost efficiency to produce the most efficient highway improvement over the course of the programmes.

Using Asset management techniques for scheme selection ensured that they were in line with recommendations from the DfT which enables the full funding allocation from the DfT incentive fund scheme. Authorities that are deemed not to be carrying out efficient highway improvements can have funding reduced and in the case of Rochdale, the maximum reduction would be £410,000.

Eligible for Call-in: Yes

### **30 TOWNSHIPS PLAN 2020-2022**

The Committee considered a report of the Director of Neighbourhoods which outlined the Townships Plan for 2020-2022.

The Council's Corporate Plan 2019-2022 had been approved by the Council at its meeting on 18<sup>th</sup> December 2019. The process included carrying out a review of the Council's values and behaviours which have been defined as: Proud, Passionate, Pioneering and Open.

In line with the new Corporate Plan, the Townships Plan 2020–2022 had been developed around the following priorities: Prosperous People and Places.

The various Township Chairs and Vice Chairs had worked with the Portfolio Holder for Neighbourhoods, Community and Culture to produce the new Townships Plan.

In considering the report Members agreed that the issue of 'climate change' should be a major priority for the Township going forward and it was agreed that this should be a standing agenda item on future agendas.

Alternatives considered:

No alternatives to having the Plan were put forward.

Resolved:

1. That the detail included in the Townships Plan 2020-2022 appended to the report be noted:
2. It be noted that the plan has been developed in consultation with the Portfolio Holder, Township Chairs and Vice Chairs in line with priorities identified in the Council's Corporate Plan 2019-2022;
3. That the Plan be approved to allow the Townships to focus on local priorities in line with the Council's key priorities – Prosperous People and Places.
4. That 'Climate Change' be a standing agenda item on future meetings of the Township Committee

Reasons for the decision:

The Townships Plan identifies priorities which have been determined by each of the Townships as a focus for action over the next two years. The Township Plan gathers aspirations and ideas together as a focus for decision makers, Council Services, partner agencies and the voluntary and community sector active in the Rochdale Borough. The Plan also identifies priorities that have been determined by members as a focus for action over the 2020-2022 period.

The previous Townships Plan was due to expire. The Townships Plan 2020-2022 includes objectives identified to meet the priorities identified by each of the five Townships. The Plan will also guide, direct and detail the use of devolved budgets, including Township Revenue Funds, for the financial years 2019/2020, 2020/2021 and 2021/2022.

The Townships Plan formed part of the Council's policy framework. The plan is a live document that can evolve and change to meet new opportunities and initiatives, and they can be updated to reflect changes as the Authority moves forward.

Eligible for Call-in: No

# Agenda Item 6

## Report to Rochdale South Township Committee



Date of Meeting	11 <sup>th</sup> June 2020
Portfolio	Councillor Daalat Ali Cabinet Member for Resources
Report Author	Peter Thompson
Public/Private Document	Public

### **Rochdale South Township Delegation Arrangements and Appointments 2020/21**

#### **Executive Summary**

1. To request that the Rochdale South Township Committee confirm its delegated decision making arrangements and make appointments to the Township Sub-Committees, including the Chairs, Vice Chairs and substitute members; the appointment of “lead” opposition spokespersons; and the appointment to other bodies.

#### **Recommendation**

2. That the Rochdale South Township Delegated Sub-Committee be retained on the terms of reference as set out in Appendix 1 of the report;

That appointments made to the Township Committee, Township Sub-Committee and other bodies be retained as in the previous Municipal Year 2019/20, as detailed in Appendix 2

#### **Reason for Recommendation**

3. The Council has established and appoints Township Committees that may exercise both executive and non-executive powers as set out in the Responsibility for Council Functions in Part 3 of the Constitution, which states that: appointments to Township Sub-Committees, Township Working Parties, Partnership Arrangements and Local Outside Bodies shall be made at the first meeting of the appropriate Township Committee in the new Municipal Year’.

The Sub-Committee exercises either delegated powers or acts on any matter detailed in the Committee’s Terms of Reference on which it is essential to take a decision.

The proper appointment of Sub-Committees is required to permit the undertaking of delegated functions in accordance with statutory and

procedural requirements, and appointments to Working Groups and Other Bodies are required to enable the Township Committee to undertake and to respond to the full range of issues relevant to the Township. The Committee has delegated powers to make appointments to a number of other bodies as detailed in Appendix 2

<b>Key Points for Consideration</b>
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- 4. Rochdale South Township Action & Resources Delegated Sub-Committee will exercise formal powers as detailed at Appendix 1, as the Committee for dealing with 'urgent' issues on behalf of the Township Committee and for making grant approvals and decisions on devolved budgets and Township Funds.
- 4.1 Area Forums – The Township Committee appoints appropriate Ward Members to the area forums.

**Alternatives Considered**

The Committee could choose not to appoint Sub-Committees and undertake all delegated functions themselves but this may have a detrimental impact on the ability to progress Township priorities or deal with urgent items of business. The Committee could also, if it chose to do so, adopt alternative Sub-Committee arrangements.

<b>Costs and Budget Summary</b>
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- 5. There are no direct financial implications to this report.

<b>Risk and Policy Implications</b>
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- 6. The Township Committee is requested to confirm its delegation arrangements to ensure that decisions are made in accordance with relevant and statutory procedural requirements. Not to appoint to the Sub-Committee and the working groups might limit member involvement in key initiatives for the Township.

<b>Consultation</b>
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- 7. Not required.

<b>Background Papers</b>	<b>Place of Inspection</b>
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- |                                   |                |
|-----------------------------------|----------------|
| 8. There are no background papers | Not applicable |
|-----------------------------------|----------------|

<b>For Further Information Contact:</b>	Peter Thompson, Tel: 01706 924715, peter.thompson@rochdale.gov.uk
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**ROCHDALE SOUTH TOWNSHIP ACTION AND RESOURCES  
DELEGATED SUB-COMMITTEE**

**TERMS OF REFERENCE**

1. To receive and consider the minutes arising from meetings of the Ward/Area Forums and other Township Priority Groups and related bodies, referring matters of concern to the Township Committee.
2. To exercise the following delegated powers as detailed in Part 3 of the Council's Constitution – Responsibility for Functions
  - A. Determination of objections/representations in respect of the Appointment of Hackney Carriage Stands
  - B. Urgent designation of a Conservation Area unless deemed to be strategic in nature by the relevant Director and where such items are not Development Plan Documents.
  - C. To deal with urgent matters within the remit of the Rochdale South Township Committee
3. To exercise under delegated powers the following powers of the Rochdale South Township Committee (as contained within Part 3 of the Council's Constitution – Responsibility for Functions )
  - A. Confirmation of Traffic Regulation Orders which are the subject of objection by persons directly affected by the proposal (i.e. in occupation of premises in the immediate vicinity of the proposal) other than in circumstances where a Township Committee chooses not to confirm an Order deemed strategic in nature by the Director of Neighbourhoods in which case the matter shall be referred to the Cabinet
  - B. Closures or diversions of highways, including footpaths and bridleways, deemed to be contentious by the Director of Neighbourhoods
  - C. Experimental Traffic Regulation Orders (Road Traffic Regulation Act 1984, S.9)
  - D. Traffic regulation for special areas, for example, Country Park ( Road Traffic Regulation Act 1984, S.22)
  - E. Pedestrian crossings, for example, pelican and zebra crossings (Road Traffic Regulation Act 1984, S.23)
  - F. Street playgrounds (Road Traffic Regulation Act 1984, S.29)
  - G. Byelaws for street playgrounds (Road Traffic Regulation Act 1984, S.31)
  - H. Installation of road humps which are the subject of significant objections by people directly affected (as determined by the Director of Neighbourhoods)
  - I. Making Up of Private Streets – Part IX of Highways Act 1980
    - (i) The private street works code

- (ii) General
  - (iii) The advance payment code
  - J. Power to determine applications to make Orders under the Wildlife and Countryside Act 1981 deemed contentious by the Director of Neighbourhoods
  - L. To keep definitive map and statement under review
  - M. Power to make Footpath Creation Orders under the Highways Act 1980 S.26
  - N. Reclassification of roads used as public paths under the Wildlife and Countryside Act 1981
  - O. Power to designate public footpaths as cycle tracks under the Cycle Tracks Act 1984
  - P. Consideration of any other matter that may be referred to the Township relating to the regulation of highways, footpaths, bridleways etc.
4. To have full responsibility for all aspects of devolution (including any related delegated budgets and Rochdale South Township Funds) and the implementation and development of the Township Plan.
  5. To receive reports from 'devolved' and 'influenced' Services detailing their response to the Township priorities in the Township Plan and the development of their respective Service Plans to reflect those priorities.
  6. To monitor budgets delegated to the Township level (including Township Funds), to ensure that all requirements and restrictions placed on any devolved funding are met or are capable of being met before any decisions are made.
  7. To consider and comment on quarterly monitoring reports on devolved funding with a subsequent report to Rochdale Township Committee.
  8. To consider and determine all applications/ proposals to the Township Funds, ensuring that all requirements and restrictions placed on any devolved funding are met, or capable of being met, before any decisions are made.

## **Appendix 2**

Members are asked to consider appointments to the following Sub-Committees and to appoint Chairs and Vice Chairs for the 2020/21 Municipal Year.

### **Rochdale South Township Action and Resources Sub-Committee**

Councillors Mohammed Zaman (Chair), Wraighte (Vice Chair), Shakil Ahmed, Hornby, Meredith, Nickson, Rashid, Angela Smith, Sullivan and Zaheer.

Substitute Members - Councillors Daalat Ali, Brett, Farnell, Howard and Sheerin;

The opposition spokesperson be Councillor Sullivan.

### **Area Forum**

The relevant Ward Councillors be appointed to attend their respective Ward Forum.

The area Forums included in Rochdale South Township Committee are:

- a. Balderstone and Kirkholt Community Meeting
- b. Bamford and Oakenrod Area Forum
- c. Brimrod, Marland and Sudden Area Forum
- d. Castleton Area forum
- e. Kingsway Area Forum
- f. Milkstone and Deeplish Area Forum

### **Other appointments**

1. Older Person's Champion (Councillor Zaman appointed in 2019/20)
2. Younger Person's champion (Councillor Meredith appointed in 2019/20)
3. Rochdale Township Planning Panel - All members of the Rochdale South Township Committee to be invited to attend meetings - except those Members who have also been appointed to the Council's Planning and Licensing Committee

# Agenda Item 7

## Report to Rochdale South Township Committee



Date of Meeting	11 June 2020
Portfolio	Neighbourhoods, Community & Culture
Report Author	Sharron Worrall
Public/Private Document	Public Document

## Rochdale South Township Funds Review

### 1. Executive Summary

- 1.1 This report reviews the revenue and capital expenditure during 2019/20 and provides options for the allocation of funds in 2020/21.
- 1.2 Members are asked to approve Rochdale South Township Funds allocation to funding streams, terms and conditions, and agree delegation arrangements concerning funding decisions.

### 2. Recommendation

- 2.1 Members note the expenditure, commitments and balances for Rochdale South Township revenue and capital funds at financial year end 2019/20 (Appendix 1 and 2).
- 2.2 Members note the findings of the review of Township Funds 2019/20 (Appendix 3).
- 2.3 Members approve the allocation of Rochdale South Township Funds to funding streams in 2020/21 (Appendix 4).
- 2.4 Members approve the terms and conditions for Rochdale South Township revenue and capital funds for 2020/21 (Appendix 5).
- 2.5 Members agree to the delegation arrangements for Rochdale South Township Funds 2020/21 as detailed at 4.6 of this report.
- 2.6 Members agree any uncommitted/unspent funds be reallocated to a central revenue or capital funding stream as appropriate before the end of January 2021 to enable Members to spend/commit all Rochdale South Township Funds during 2020/21 financial year.

<b>3. Reason for Recommendation</b>
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- 3.1 Management of the Rochdale South Township Fund is delegated to the Rochdale South Township Delegated Sub Committee.
- 3.2 Rochdale South Township Funds are allocated to projects that benefit the Township's community and environment, and realise the Township priorities.
- 3.3 To enable committee to monitor and review the use of the Rochdale South Township Funds to ensure continued efficient and effective use of the funds.

<b>4. Key Points for Consideration</b>
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- 4.1 Members note expenditure, commitments and balances for Rochdale South Township revenue and capital funds 2019/20 (Appendix 1 and 2). The final outturn for financial year 2019/20 as agreed with Accountancy will be reported to the next scheduled funding committee.
- 4.2 A review of Rochdale South Township revenue and capital funds has been undertaken (Appendix 3). Findings have influenced funding streams suggestions, the terms and conditions of the funds and the administration procedures for grant applications for 2020/21.
- 4.3 Evaluation of projects provides useful information to the Township relating to identifying the effectiveness of the application process and management of grants; whether projects deliver value for money; applicants achieve their objectives and evidence their successes, and ensure that the completed projects funded complied with the terms and conditions of the Rochdale South Township Fund. Grants awarded and projects funded have made a difference to the local community with improvements to local facilities, increased social interaction and delivery of solutions to address local needs. All successful applicants are informed that it is a condition of the grant that they complete a project evaluation form.
- 4.4 Township Officers have analysed the findings from the review of Township Funds 2019/20 and recommend that Members approve the allocation of Township Funds to funding streams in 2020/21 (Appendix 4).
- 4.5 Terms and conditions for Rochdale South Township revenue and capital funds have been updated. Members are asked to approve the terms and conditions for 2020/21 (Appendix 5).
- 4.6 Members are asked to agree the delegation arrangements for Rochdale South Township Funds 2020/21 as follows:
  - a) Townships and Communities Manager, in consultation with the Chair, Vice Chair and Opposition Spokesperson of Rochdale South Township Delegated Sub Committee, may make decisions on the allocation of funds to all projects of £5,000 and under. Any disputes concerning allocation of funds will be referred to the next Rochdale South Township Delegated Sub Committee for decision.
  - b) Rochdale Township Office will refer projects over £5,000 to the next

Rochdale South Township Delegated Sub Committee for decision.

- c) Delegated decisions will be reported for information to each Rochdale South Township Delegated Sub Committee to ensure all Members are aware of projects that have been approved.

#### 4.7 Alternatives Considered

In considering the report, Members will decide whether or not to approve the allocation of funds to funding streams and adopt the terms and conditions.

<b>5. Costs and Budget Summary</b>
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- 5.1 Rochdale South Township revenue and capital budget summaries that detail expenditure, commitments and balances for financial year 2019/20 in Appendix 1 and 2. Recommendations for allocation of Rochdale South Township Funds to funding streams for financial year 2020/21 in Appendix 4.
- 5.2 Committee will receive regular reports to enable Members to monitor the use of the Rochdale South Township Funds to ensure best use of available resources.
- 5.3 Township funds are monitored on a monthly basis and financial monitoring reports will be presented to future committees.

<b>6. Risk and Policy Implications</b>
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- 6.1 No specific risk issues for Members to consider arising from this report.
- 6.2 The Townships Plan forms part of the Council's policy framework. The plan will be updated to reflect how funds are allocated across the Townships in line with the identified priorities.
- 6.3 The purpose of the Township Funds is to enable Township Committees to meet their respective Township priorities and to deliver actions to meet those priorities.

<b>7. Consultation</b>
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- 7.1 Rochdale South Township Delegated Sub Committee receives regular monitoring reports about the use of the funds. Any proposal for funding requires support from at least one Member. All proposals will to be consulted on as appropriate with Members, residents and other stakeholders.

<b>Background Papers</b>	<b>Place of Inspection</b>
None	N/A
<b>For Further Information Contact:</b>	Sharron Worrall sharron.worrall@rochdale.gov.uk 01706 924802

APPENDIX 1

ROCHDALE SOUTH TOWNSHIP FUNDS REPORT 2019/20

OVERALL SUMMARY - REVENUE	£
Budget b/f 2018/19	72,938
Base Budget 2019/20	104,977
Income/Adjustments 2019/20	-
<b>Total budget for 2019/20</b>	<b>177,915</b>
Budgets transferred to Services/Actuals	103,053
Commitments	22,946
<b>Total Actual + Commitments</b>	<b>125,999</b>
<b>Budget Remaining 2019/20</b>	<b>51,916</b>
<b>Forecast Outturn</b>	<b>177,915</b>
<b>Potential over/underspend</b>	<b>-</b>

% Actual Spend	% Actual + Committed
57.92%	70.82%

Funds	Budget b/f 2018/19 £	Base Budget 2019/20 £	Income/ Adjustments 2019/20 £	Revised Budget 2019/20 £	Committed £	Actuals £	Virement within Township Funds £	Virement to Services £	Total £	Budget remaining 2019/20 £
Members Fund	-	30,000	-	30,000	8,658	9,913	660	10,769	30,000	-
Ward Fund	-	30,000	-	30,000	2,116	10,033	52	17,800	30,000	-
Projects Fund	24,516	44,977	-	69,493	-	16,936	(711)	3,446	19,671	49,822
Township Allocated Funds (pre 2019/20)	48,422	-	-	48,422	12,172	15,225	-	18,931	46,328	2,094
<b>Total</b>	<b>72,938</b>	<b>104,977</b>	<b>-</b>	<b>177,915</b>	<b>22,946</b>	<b>52,107</b>	<b>-</b>	<b>50,946</b>	<b>125,999</b>	<b>51,916</b>

<b>REVENUE FUNDS AVAILABLE</b>	<b>49,822</b>
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## APPENDIX 2

### ROCHDALE SOUTH TOWNSHIP FUNDS REPORT 2019/20

OVERALL SUMMARY - CAPITAL	£
Budget b/f 2018/19	-
Base Budget 2019/20	102,830
Income/Adjustments 2019/20	-
<b>Total budget for 2019/20</b>	<b>102,830</b>
Budgets transferred to Services/Actuals	99,227
Commitments	2,000
<b>Total Actual + Commitments</b>	<b>101,227</b>
<b>Budget Remaining 2019/20</b>	<b>1,603</b>
<b>Forecast Outturn</b>	<b>102,830</b>
<b>Potential over/underspend</b>	<b>-</b>

% Actual Spend	% Actual + Committed
96.50%	98.44%

Funds	Budget b/f 2018/19 £	Base Budget 2019/20 £	Income/ Adjustments 2019/20 £	Revised Budget 2019/20 £	Committed £	Actuals £	Virement within Township Funds £	Virement to Services £	Total £	Budget remaining 2019/20 £
Capital Fund	-	102,830	-	102,830	2,000	11,475	-	87,752	101,227	1,603
<b>Total</b>	<b>-</b>	<b>102,830</b>	<b>-</b>	<b>102,830</b>	<b>2,000</b>	<b>11,475</b>	<b>-</b>	<b>87,752</b>	<b>101,227</b>	<b>1,603</b>

<b>CAPITAL FUNDS AVAILABLE</b>	<b>1,603</b>
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APPENDIX 3

ROCHDALE SOUTH TOWNSHIP YEAR END REVENUE & CAPITAL FUNDS REVIEW 2019/20

REVENUE FUNDS		
Fund	Budget	Review
Projects Fund	£44,977 Base Budget	The Projects Fund provides a budget to resource larger projects to address local issues/demands to benefit the local community and environment across Rochdale South Township.
	£24,516 b/f 2018/19	<p>Funds were used to support 12 projects during 2019/20 consisting of 10 community projects and 2 highways/ environmental projects. The variety of projects funded included a consultation with Chadwick Hall Road residents to seek their views on proposals that aim to address the problem of indiscriminate parking in the area; Link4Life's functional fitness course to improve the health and wellbeing of residents with activities to improve postural stability, strength, flexibility, and balance to promote greater independence and reduce the risk of falls in the future; support for Real Change Rochdale's visits to schools, faith based groups and local businesses to raise awareness of people in their local area experiencing homelessness and their needs; a community event to promote a better understanding between the different communities, generations, faiths and cultures in Rochdale Township and raise awareness of their aims to promote cultural identity and establish a support and advice network; new illuminated features on street lighting columns on the Esplanade to extend the festive display; 'Skills4Sport' programme offers free access to quality training and work experience leading to paid work in the Sports and Leisure Sector. The programme identifies those most at risk of remaining in economically inactive situations and supports them into a work environment and employment whilst encouraging a healthy lifestyle and volunteering to benefit the local community; a community cohesion/consultation event organised by Rochdale AFC Community Sports Trust to reach out to ex-members of the Armed Forces community and veterans and bring them to the Rochdale AFC to better understand their views and promote integration within the wider community; provision of two computers and a printer with consumables for Friends of Carnegie (Castleton) to establish a local facility for the community to learn the heritage and history of Castleton; Multicultural Resource Centre propose to work with older people from the South Asian communities to provide them with an opportunity to experience the benefits of digital technology. Culturally sensitive and bi-lingual sessions offer a positive learning experience for all with the aim to build participants' confidence and show them modern technology can improve their lives and it will promote social inclusion; a drumming/cultural group workshop to provide participants the opportunity to learn West African drumming techniques from an experienced tutor and engage in discussions about different aspects of African culture through demonstrations of traditional dances, costumes, storytelling, crafts and games.</p> <p>At year end unallocated balances from other revenue funding streams were transferred into this budget to provide Members with the opportunity to identify and fund projects that have not been progressed due to lack of funds in those individual funding streams.</p>
Township Officers recommend the Projects Fund for Rochdale South Township in 2020/21 receives a base budget of £47,953 (subject to final outturn agreed with Accountancy).		

REVENUE FUNDS		
Fund	Budget	Review
Ward Fund	£30,000 Base Budget	<p>Each Rochdale South Township Ward received £6,000 to enable the Area Forums to maintain their success and effectiveness in addressing local issues raised at these community meetings.</p> <p>This fund was used to support 32 projects during 2019/20 consisting of 13 community projects and 19 highways/ environmental projects. The variety of projects funded included installation of five Manchester type bollards at the junction between Aldwych and Tavistock Road, Kirkholt as there had been an incident of a vehicle crossing the footway and damaging the fence of the bowling green; provision of a Christmas tree at The Hub, Kirkholt for the festive switch on event; contribution to 'Kirkholt Ride and Repair' bicycle repair workshop and cycling for wellbeing group to encourage upcycling, staying active and support healthy lifestyles and wellbeing; restoration of the boundary wall at Broad Lane Wood with reclaimed flags to enhance the entrance to this community woodland; Conrad Cole Dedication Service road closures to facilitate the parade; installation of handrails on both sides of the steps from Disley Street to Sudley Road, Rochdale to create a safe access route for vulnerable pedestrians; training equipment and match balls for Bamford Bolts Netball Club to enable the players to enhance their skills in the sport and continue to progress in competitive netball; provision of dementia friendly books, jigsaws, CD/DVDs and craft materials for the Bamford Dementia Café volunteers to engage people living with dementia in activities that stir memories and allow them to reminisce about their lives, feel productive, encourage self-expression, connect with others and obtain comfort; play equipment and craft materials for Bamford Chapel Community Mums and Toddlers Group to encourage the children to participate in imaginative and creative activities that develop their skills and knowledge; installation of four Manchester type bollards at the junction of Malcolm Street/Queensway, Rochdale to prevent parked vehicles obstructing sight lines at the junction; removal of the damaged knee rail around Castleton Village Green and installation of a new wooden knee rail to enhance this focal area for community events; Castleton Christmas Carnival incorporating a community lantern lit walk from the Christmas tree into Castleton centre to the community centre; installation of benches on Robinson's Common at the kick pitch and Green Gym to provide seating for the local community; provision of a new litter bin at Turf Hill Road/Ansdell Road junction; investigation into the speed of vehicles using Albert Royds Street, Rochdale to ascertain whether vehicles using this route are complying with the existing speed limit in the area.</p> <p>An unallocated amount of £51.50 was transferred to the Projects Fund at the end of January 2020 for allocation to projects identified before year end.</p>
Township Officers recommend the Ward Fund for Rochdale South Township in 2020/21 receives a base budget of £30,000 with each Ward allocated £6,000.		

REVENUE FUNDS		
Fund	Budget	Review
Members Fund	£30,000 Base Budget	<p>Each Rochdale South Township Councillor received £2,000 to allocate to projects within their Ward for the benefit of the local community and environment.</p> <p>Funds were used to support 45 projects during 2019/20 consisting of 32 community projects and 13 highways/environmental projects. The variety of projects funded included Balderstone Library's Lego Club's Christmas event to celebrate the children's creativity and commitment to the group; contribution to 'Kirkholt Ride and Repair' bicycle repair workshop and cycling for wellbeing group to encourage upcycling and staying active; provision of a power washer for Kirkholt Bowling Club to enable members to maintain the grounds of the club; new display boards to be used in Balderstone Library for the creation of attractive displays to promote Council and community events; treatment of Japanese Knotweed adjacent to properties on Wellfield Place Car Park to prevent the infestation causing damage to the car park surface and nearby structures; Kirkholt Our Local Pantry's initiative to provide the local community on low income during the festive period with small Christmas food hampers; installation of fifteen bollards at the bottom of Balderstone Road to prevent vehicles parking on the grass verge; improvements to St Michael's School's outdoor area with the children involved in the selection/planting of flowers to give them an understanding of horticulture and contribute to learning about sustainability/environment; music stands, a bass drum and a storage ottoman for Rochdale Light Orchestra; contribution towards a new Scout Headquarters build to serve existing membership and attract new members/leaders; creation of a community orchard and wildflower meadow in Springfield Park for the local community to harvest fresh fruit and establish a wildlife habitat to enhance the park's biodiversity; new tents for a scout group as their existing canvas tents are beyond repair/restoration; Rochdale Retirement Choir's rebuilding of their music library and updating the songs performed with sheet music that will enable them to vary their selection of music for concerts/community group singing and attract new singers; Friends of Carnegie's research about local men's military service and the creation of a written record on each individual to be made available to the community; contribution to the installation of a floodlight at Castleton War Memorial to illuminate this important local community symbol of remembrance; Kingsway Bulky Waste Amnesty to assist local residents with the removal of bulky waste items from their properties and diverted from landfill/recycle; installation of three telescopic bollards on Syke Street to prevent vehicles using Syke Street/Syke Court route as a cut through and driving over footways and grassed areas; transforming a disused communal outdoor area around Dunsterville House (a property containing eight adult tenants with complex mental health needs) into allotments, wildlife friendly areas, a formal garden and social areas that will teach the tenants and service users practical horticultural skills and encourage healthy eating; provision of two tablet PCs and printer cartridges for the Multicultural Resource Centre to increase the resources available for their Community Health Information Shop and arrange the printing of health and wellbeing promotional literature.</p> <p>An unallocated amount of £659.64 was transferred to the Projects Fund at the end of January 2020 for allocation to projects identified before year end.</p>
Township Officers recommend the Members Fund for Rochdale South Township in 2020/21 receives a base budget of £30,000 for each Rochdale South Township Councillor to be allocated £2,000.		

CAPITAL FUNDS		
Fund	Budget	Review
Capital Fund	£102,830 Base Budget	<p>The Capital Fund has been used to deliver projects/schemes that benefit the Township's community and environment, and realise the Township priorities in 2019/20. Projects were submitted from Councillors, Council Officers and the community via Area Forums.</p> <p>Funds were used to support 18 projects during 2019/20 consisting of 5 community projects and 13 highways/ environmental projects. The variety of projects funded included renovation of bin and bench stock in Broadfield Park to a standard where Environmental Management can carry out standard day to day maintenance for a period of ten years; introduction of a one way traffic order on Kent Street between Talbot Street and Milkstone Road, Rochdale consisting of five illuminated regulatory traffic signs, road marking changes and the construction of two build-outs at the junction of Talbot Street to reduce the width of the carriageway; installation of timber fencing around an area of land to the side and rear of the Dementia Hub 'The Willows' to prevent residents' bedroom and bathroom windows from being overlooked and create a green space for a community allotment with raised wheelchair accessible garden beds to grow vegetables and flowers; removal of overgrowth and fly tipping from the rear of Bamford Green and construction of a crush and run path leading through the woodland area. Supply of 20 tons of topsoil for a planting scheme proposed by Friends of Bamford; installation of a notice board in Broad Lane Wood to contain information about the Friends of Broad Lane Wood's aims and objectives to restore and improve the woodland, and raise awareness within the local community of the activities/events in the area; traffic calming measures along Woodbine Street East Rochdale and extension of the 20mph speed limit zone with additional signs and a traffic regulation order; provision of the electrical infrastructure and new illuminated features on street lighting columns on the Esplanade to extend the festive display; contribution to the refurbishment of Rochdale Sports Club grounds and buildings that include the upstairs function room and toilets, fire/security alarms and CCTV, cricket nets/lacrosse training area, double changing rooms and showers, provision of a 150m security fencing to the site entrance and floors/walls of two squash courts; waiting restrictions on Back Drake Street, junctions of Bury Road/Crimble Lane and War Office Road/Arnside Drive, Spencer Lane and Wordsworth Way and Gorrels Way to prevent indiscriminate parking causing obstructions to traffic flow and visibility; resurface the damaged grass verges at the bottom of Daventry Road, Rochdale to improve the appearance of the entrance into the Kirkholt estate; installation of a salt bin on King Street East near to the children's play area as this location becomes hazardous during wintry conditions; supply and installation of twenty nine Manchester type bollards on the southerly footway of Tweedale Street between Dorset Street and Mere Street to prevent vehicles from parking partially on the footway to improve pedestrian safety and stop damage to the footway; installation of pedestrian dropped crossings at twelve locations on Broad Lane, Rochdale to improve accessibility for pedestrians.</p> <p>Unallocated funds of £1,603 and committed funds of £2,000 will be carried forward into 2020/21.</p>
Township Officers recommend the Capital Fund for Rochdale South Township receives a base budget of £103,280 in 2020/21 (subject to final outturn agreed with Accountancy).		

APPENDIX 4

ROCHDALE SOUTH TOWNSHIP FUNDING STREAMS 2020/21

REVENUE FUNDS 2020/21 = £130,900

Fund	b/f 2019/20	Base Budget	Income/ Adjustments	Total Budget 2020/21	Committed	Budget Available 2020/21	Notes
<b>REVENUE FUNDS</b>							
Projects Fund	£0	£47,953	£0	£47,953	£0	£47,953	Fund to resource larger revenue and Rochdale Township wide projects that meet the Township's priorities. Base budget of £47,953.
Members Fund	£0	£30,000	£0	£30,000	£0	£30,000	Fund to resource smaller revenue projects that address local issues/demands for the benefit of the local community and environment. Base budget of £30,000 will provide each Rochdale South Township Councillor with £2,000 to allocate to revenue projects within their Ward.
Ward Fund	£0	£30,000	£0	£30,000	£0	£30,000	Fund to resource smaller revenue projects that address local issues/demands for the benefit of the local community and environment. Base budget of £30,000 will provide each Rochdale South Township Ward with £6,000 to allocate to projects within their Ward.
Township Allocated Funds	£22,947	£0	£0	£22,947	£22,947	£0	Brought forward budget of £22,947 for pre 2020/21 approved projects.
<b>TOTAL</b>	<b>£22,947</b>	<b>£107,953</b>	<b>£0</b>	<b>£130,900</b>			

CAPITAL FUNDS 2020/21 = £106,883

<b>CAPITAL FUNDS</b>							
Fund	b/f 2019/20	Base Budget	Income/ Adjustments	Total Budget 2020/21	Committed	Budget Available 2020/21	Notes
Capital Fund	£3,603	£103,280	£0	£106,883	£2,000	£104,883	Fund to resource larger capital projects that meet the Township priorities. Base budget of £103,280.
<b>TOTAL</b>	<b>£3,603</b>	<b>£103,280</b>	<b>£0</b>	<b>£106,883</b>			

## ROCHDALE SOUTH TOWNSHIP FUND TERMS AND CONDITIONS 2020/21

Rochdale South Township's vision is to create a friendly, clean and safe Township characterised by harmonious and diverse communities. We want the town to be proud of its co-operative spirit and industrial heritage; to build on these qualities for a prosperous future as part of the City Region. Efforts to increase community cohesion and involvement from people of different generations, backgrounds and cultures must permeate all activities.

### 1. Purpose of the fund

Councillors, Council Services, partner agencies, third sector organisations and area forums can submit projects on relevant application forms for funding from Rochdale South Township Funds. All projects must show how they will address the Rochdale South Township priorities of:

- **People** – We will safeguard and protect our vulnerable people and support people of all ages to be healthier, confident, and resilient, in control and successfully managing their lives. We will enable communities to thrive and develop.
- **Place** – We will create safe, resilient, flourishing and high quality places where people choose to live, work and invest.
- **Prosperity** - We will encourage business growth and enterprise; increase our skills levels and create the conditions for the creation of good quality jobs.

### 2. Projects must be

- a) Within the powers of the Council.
- b) Supplement or enhance current Council service provision.
- c) Benefit the Township community.
- d) Support the Township's priorities and the Township Plan.
- e) Be sponsored by a Rochdale South Township Councillor who is prepared to recommend the project/grant and justify its significance to the Township's priorities.

### 3. Who may apply?

- a) Council Services.
- b) Partner organisations (Link4Life, etc).
- c) Non-profit making formally constituted groups with their own group bank account.

### 4. Activities that can be funded

- a) Promoting active citizenship, voluntary effort and democratic involvement.
- b) Promoting community-led food-growing, horticulture and landscaping.
- c) Promoting community cohesion.
- d) Promoting safer neighbourhoods, including diversionary activities for young people.
- e) Promoting healthy living.

- f) Promoting inter-generational understanding and cooperation.
- g) Promoting equality of opportunity for people with disabilities.
- h) Promoting cycling, walking and horse riding and developing routes for these.
- i) Promoting Rochdale's heritage.
- j) Increasing recycling and waste minimisation.
- k) Starting up or reviving community groups, subject to the group working with a recognised agency (Link4Life, Rochdale Boroughwide Housing, etc).

#### **5. Items that can be funded**

- a) Purchase of street furniture eg seating, paving, railings, bollards, fencing, lights, CCTV.
- b) Equipment hire or purchase, eg IT, sports, arts and crafts materials and equipment.
- c) Publicity materials that recognise the contribution made by Township.
- d) Specialist trainers/assessors to deliver qualifications/courses/activities.
- e) Wages or expenses for permanent, contract or regular members of staff in addition to normal duties.
- f) Hiring or renting of venues to enable the project to be delivered (not general running costs).
- g) Hiring of vehicles: short-term hire only, and not where there is viable public transport alternative.
- h) Trips and outings with an educational value or part of larger programme.

#### **6. Activities that may not be funded**

- a) Activities already started before funding is awarded.
- b) Work that would normally be funded through mainstream budgets, that duplicates or replaces existing services or that the Council or other body has a statutory obligation to provide.
- c) Parties.
- d) Promoting religious or political causes.
- e) Projects to benefit individuals.
- f) Improvements to private land, unless there is a demonstrable community benefit.
- g) Repairing unadopted roads.
- h) Campaigning or carrying out activities to influence a Council decision in the exercise of its statutory functions.
- i) Contributing to charitable collections or running fund-raising events.
- j) General running costs, eg utility bills, maintenance and repair of assets, etc.

#### **7. Items that may not be purchased with Township funds**

- a) Alcoholic drinks.
- b) Motor vehicles.
- c) Items bought before Township has given written approval.
- d) Insurance.

## **8. Responsibilities of community groups applying for or in receipt of a grant**

- a) To submit applications on the correct form.
- b) To only submit proposals that meet the terms and conditions and promote agreed priorities and objectives in a cost-effective way.
- c) To use grants only for the purposes for which it was approved. Any requests for change of use must be made in writing and is subject to the Townships & Communities Manager's discretion.
- d) To seek approval in writing from the Townships & Communities Manager to make changes to the breakdown of expenditure.
- e) To make claims for approved funding within 6 months of approval. Any extension to this period must be made in writing and is subject to the Townships & Communities Manager's discretion.
- f) Successful applicants must complete and return a project evaluation form and provide copy invoices/receipts that reflect the amount awarded and purpose for which the grant was approved as detailed in the application form. This information must be provided to Rochdale Township Office within one month of the conclusion of the project. Failure to return these documents will result in restrictions being imposed on the applicant relating to future requests for funding or reclaiming of the grant monies.
- g) To claim VAT on purchases relating to the project only if they cannot claim it back from HM Revenue and Customs.
- h) To ensure that all necessary permissions (such as planning permission), regulations (such as health and safety) and insurance relating to their project/event are in place.
- i) Infection prevention and controls relating to the project/event are in place and comply with the Government and Public Health guidelines.
- j) To have policies and procedures in place to protect children, young people or vulnerable adults when applying for a project to work with such people.
- k) To ensure adequate insurance (eg public liability) is in place if required.
- l) To agree that funding received for a project does not imply any commitment by the Council to continue funding after the agreed finishing date.
- m) To seek approval from the Townships & Communities Manager to dispose of or transfer any items acquired with the grant.

## **9. Responsibilities of Services commissioned to deliver projects**

- a) To abide by the commissioning process set out in Section 15.
- b) To complete a project brief and supply supporting documentation.
- c) To ensure alternative funding is not available and that they have resources available to cover any future maintenance/monitoring requirements.
- d) To seek approval in writing from the Townships & Communities Manager to make changes to the breakdown of expenditure or timescale of delivery.

## **10. Responsibilities of Township Office**

- a) To ensure the application and decision-making process set out in section 13 is followed.

## 11. Responsibilities of Townships & Communities Manager

- a) To make decisions, in consultation with the Ward Councillors, about the future of the project when a Councillor has committed funds to a project and subsequently decided not to stand for election or has not been re-elected.

## 12. Limitations

- a) The Council does not accept any liability for damage, loss or future maintenance of any projects funded by Township Funds.
- b) The Council reserves the right to withhold or reclaim the grant monies if the terms and conditions are not adhered to.
- c) The Council reserves the right to add specific conditions relating to payment of the grant, the purpose of the grant and/or the activities to be funded.

## 13. Application and Decision Making Process

- a) Council Member or Officer submits a project proposal form to the Township Office.
- b) Township Office will send the application form to the group or invite project brief from a service.
- c) Township Office checks the application form to see if the project meets the terms and conditions of the fund.
- d) Township Office refers back proposals not meeting the terms and conditions or incomplete application forms to the applicant within 10 working days with a written explanation, and may request applicants to supply additional information.
- e) Township Office refers proposals for funding over £5,000 to the next Rochdale South Township Delegated Sub Committee for decision.
- f) Township Office can use the officer scheme of delegation for proposals for funding of £5,000 or less.
- g) Township Office will refer projects to be funded from Ward Funds to Area Forum Sub Groups to seek their support and submit for delegated decision on confirmation of majority agreement to a project.
- h) Any disputes concerning the allocation of funds will be referred to the next Rochdale South Township Delegated Sub Committee for decision.
- i) Township Office will notify applicants of decisions in writing within 15 working days of a Committee decision or within 5 working days of an officer decision.
- j) There is no appeals process, but applicants may submit a fresh application.

## 14. Delegated Decision Making Process

- a) Townships & Communities Manager, in consultation with the Chair, Vice Chair and Opposition Spokesperson of Rochdale South Township Delegated Sub Committee, may decide on all projects for £5,000 or less.
- b) Township Office will ask Members to respond in writing within 10 working days. A nil response is considered a response in support of the application.

- c) Members will make decisions based on the information included in the application form.
- d) Township Office will advise applicants in writing within 15 working days of a decision on the outcome of their application.
- e) There is no appeals process, but applicants may submit a fresh application.
- f) Township Office will make a written record of the officer decision:
  - i. Project reference number.
  - ii. Description of project.
  - iii. Officer decision.
  - iv. Date of decision.
  - v. Reasons for decision.
  - vi. Comments received from the Chair, Vice Chair and Opposition Spokespersons with dates.
  - vii. Township Office will ask Members to state the reasons for not supporting the officer's decision.

## 15. Commissioning Process

- a) All parties to do everything within their power to ensure the completion of the project to the specification and achieve the desired outcome within the specified timescale and costs.
- b) Proposed projects need to be developed in consultation with the relevant Service Provider to ensure alternative funding is not available and that they have resources available to cover any future maintenance/monitoring requirements.
- c) The Service Provider should negotiate with Rochdale South Township Delegated Sub Committee prior to incurring any additional costs if they wish to make variations in costs or outcomes.
- d) Where Township wishes to vary the specification – the Service Provider will identify the implications of the change, ie time extensions, impact on outcomes, etc and additional costs, and agree the variations with the Rochdale South Township Delegated Sub Committee.
- e) Where a Service Provider wishes to vary the specification, they should submit the variations to the Townships & Communities Manager with justification prior to incurring additional costs for consideration by the Rochdale South Township Delegated Sub Committee. The Committee may decide not to accept the variations in which case the project continues to the original specification or if the Committee accepts the variations, to agree the funding of any additional costs from the Township Funds.
- f) The Service Provider will receive sufficient budget transferred from the Township Fund to cover the cost of the project on the Townships & Communities Manager receiving evidence of the start of the project as agreed. Stage payments may be agreed.
- g) The Service Provider agrees to provide regular monitoring reports on the project in terms of achieving the outcomes, performance against targets and finance, and post project evaluation reports.
- h) Where a Service Provider does not satisfy the performance targets for the project, the Rochdale South Township Delegated Sub Committee may, after consultation with the Service Provider, withhold funds (or withdraw funds previously transferred to a Council Service).
- i) The Service Provider must bear any unapproved additional costs incurred, unless agreed otherwise with the Rochdale South Township Delegated Sub Committee.
- j) Service Providers external to the Council will be required to submit invoices for payment.