

**Manchester City Council  
Report for Information**

**Report to:** Neighbourhoods and Environment Scrutiny Committee – 31  
January 2017

**Subject:** Overview Report

**Report of:** Governance and Scrutiny Support Unit

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**Summary**

This report provides the following information:

- Recommendations Monitor
- A summary of key decisions relating to the Committee's remit
- Items for Information
- Work Programme

**Recommendation**

The Committee is invited to discuss the information provided and agree any changes to the work programme that are necessary.

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**Contact Officers:**

Name: Kate Andrews  
Position: Team Leader- Scrutiny  
Telephone: 0161 234 3071  
Email: kate.andrews@manchester.gov.uk

**Background documents (available for public inspection):**

The following documents disclose important facts on which the report is based and have been relied upon in preparing the report. Copies of the background documents are available up to 4 years after the date of the meeting. If you would like a copy please contact one of the contact officers above.

None

## 1. Monitoring Previous Recommendations

This section of the report lists recommendations made by the Neighbourhoods and Environment Scrutiny Committee. Where applicable, responses to each will indicate whether the recommendation will be implemented, and if it will be, how this will be done.

| Date            | Item                                                       | Recommendation                                                                                                                                              | Response                                                                                                                | Contact Officer                            |
|-----------------|------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
| 8 November 2016 | NESC/16/31<br>Manchester Contracts and Highway Maintenance | To note that the Citywide Highways Manager would provide an item for information which explained the road classification system and ownership in Manchester | A response to this recommendation was received and circulated to members and is included under Item 3. For Information. | Kevin Gilham,<br>Citywide Highways Manager |

## 2. Key Decisions

The Council is required to publish details of key decisions that will be taken at least 28 days before the decision is due to be taken. Details of key decisions that are due to be taken are published on a monthly basis in the Register of Key Decisions.

A key decision, as defined in the Council's Constitution is an executive decision, which is likely:

- To result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates, or
- To be significant in terms of its effects on communities living or working in an area comprising two or more wards in the area of the city.

The Council Constitution defines 'significant' as being expenditure or savings (including the loss of income or capital receipts) in excess of £500k, providing that is not more than 10% of the gross operating expenditure for any budget heading in the in the Council's Revenue Budget Book, and subject to other defined exceptions.

An extract of the most recent Register of Key Decisions, published on **4 January 2017**, containing details of the decisions under the Committee's remit is included overleaf. This is to keep members informed of what decisions are being taken and to agree, whether to include in the work programme of the Committee.

| <b>Decision title</b>          | <b>What is the decision?</b>         | <b>Decision maker</b> | <b>Planned date of decision</b> | <b>Documents to be considered</b> | <b>Contact officer details</b>                                                                                    |
|--------------------------------|--------------------------------------|-----------------------|---------------------------------|-----------------------------------|-------------------------------------------------------------------------------------------------------------------|
| Clean and Green<br>Ref: 15/009 | The approval of capital expenditure. | City Treasurer        | January 2017 or later           | Gateway 5 (procurement document)  | Sara Todd<br>Deputy Chief Executive (Growth and Neighbourhoods)<br>Tel: 0161 234 3286<br>s.todd@manchester.gov.uk |

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| Social Housing Infill Site Programme<br>Ref: 15/011             | The approval of capital expenditure.                                                                                                                                 | City Treasurer                     | January 2017 or later | Gateway 5 (procurement document)                    | Sean McGonigle<br>Assistant Chief Executive (Growth)<br>Tel: 0161 234 4821<br>s.mcgonigle@manchester.gov.uk                                                                                                              |
| Clean and Green Fund<br>Ref: 15/025                             | Long-term improvements to cleanliness and environment of the city.                                                                                                   | City Treasurer                     | January 2017 or later | Requests from Growth and Neighbourhoods Directorate | Carol Culley<br>City Treasurer<br>Tel: 0161 234 3590<br>carol.culley@manchester.gov.uk                                                                                                                                   |
| Private Sector Housing – Redrow Development<br>Ref: 2016/06/27D | Capital expenditure approval for development cost payments to Redrow in relation to investment in new build homes.                                                   | City Treasurer                     | January 2017 or later | Gateway 5 (procurement document)                    | Ian Runacres<br>Project Manager<br>Tel: 0161 234 4953<br>i.runacres@manchester.gov.uk                                                                                                                                    |
| Minor Highway Maintenance<br>Ref: 2016/10/03A                   | To seek approval to appoint up to 3 companies to a Framework Agreement for Minor Highway Maintenance (Pothole Repairs) for a 1 year period commencing December 2016. | Chief Executive and City Treasurer | January 2017 or later | Confidential contract report with recommendations   | Mike Brogan<br>Operations Manager, Manchester Contracts<br>Tel: 0161 908 5840<br>m.brogan@manchester.gov.uk<br>Colin Butterworth<br>Senior Procurement Officer<br>Tel: 0161 234 3434.<br>c.butterworth@manchester.gov.uk |

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| Greater Manchester Housing Investment Fund<br>Ref: 2016/10/21D         | Approval for Capital Expenditure.                                                                                                                       | City Treasurer | January 2017 or later | Gateway 5                                                                   | Andrew McIntosh<br>Strategic Lead Commercial Finance<br>Tel: 0161 234 4061<br>Andrew McIntosh             |
| Hot Food Take-Away Supplementary Planning Document<br>Ref: 2016/10/27A | To make a decision on whether to adopt the Draft Hot Food Takeaway Supplementary Planning Document.                                                     | Executive      | January 2017 or later | Report, recommendations and Hot Food Takeaway SPD                           | James Shuttleworth<br>Planning Strategy Manager<br>Tel: 0161 234 4594<br>j.shuttleworth@manchester.gov.uk |
| The Tree Action Plan<br>Ref: 2016/10/27B                               | To make a decision to endorse the Manchester Tree Action Plan as an integral part of the Green and Blue Infrastructure Stakeholder Implementation Plan. | Executive      | Jan 2017 or later     | Report recommendations, Tree Action Plan and summary of public consultation | Richard Elliott<br>Policy, Partnerships and Research<br>Tel: 0161 234 4412<br>r.elliott@manchester.gov.uk |
| Northwards Housing Programme<br>Ref: 2016/11/25E                       | The approval of Capital expenditure for Northwards Housing                                                                                              | City Treasurer | March 2017            | Gateway 5                                                                   | Ian Runacres<br>Project Manager<br>Tel: 0161 234 4953<br>i.runacres@manchester.gov.uk                     |

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| <p>Provision of Strategic Partner (Programme and Project and Commercial) and Strategic Partner (Highways Engineering Design) for the Capital Programmes and Property Dept.</p> <p>Ref: 2016/05/13A</p> | <p>To seek approval to award contracts for Lot One - Strategic partner (Programme and Project and Commercial) and Lot Two – Strategic Partner (Highways Engineering Design) for the Capital Programmes and Property Dept. The contract duration is 2 years with an option to extend for up to a further four years. The anticipated commencement date is September 2016.</p> | <p>Chief Executive in consultation with the City Treasurer and the Strategic Director (Development)</p> | <p>January 2017 or later</p> | <p>Confidential contract report with recommendations and supporting documents.</p> | <p>Paul Stanion<br/>Interim Head of Compliance and Performance<br/>Capital Programmes and Property<br/>Tel: 0161 219 6258<br/>p.stanion@manchester.gov.uk</p> <p>John Finlay<br/>Framework Manager<br/>North West Construction Hub (NWCH)<br/>Tel: 0161 219 6530<br/>j.finlay@manchester.gov.uk</p> <p>Neil Davies<br/>Senior Procurement Officer<br/>Corporate Procurement<br/>Tel: 0161 234 3005<br/>n.davies@manchester.gov.uk</p> |
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| <p>Disposal of the former Minehead Centre site, Dermot Murphy Close, Old Moat, Manchester, M20 1FQ</p> <p>Ref: 2016/10/03E</p> | <p>To dispose of a 1.90 acre site that was previously occupied by the former Minehead Centre on Dermot Murphy Close, Old Moat, Manchester, M20 1FQ. Southway Housing Trust has proposed to develop 53 flats and 10 houses for adults over the age of 55 years at affordable rent or affordable ownership.</p> | <p>Chief Executive</p>                             | <p>January 2017 or later</p> | <p>Briefing Note</p>             | <p>Anthony Payg<br/>Career Graded<br/>Development Surveyor<br/>Development Team<br/>Strategic Development<br/>Growth &amp; Neighbourhoods<br/>Tel: 0161 234 3637<br/>Mob: 07904 673 828<br/>a.payg@manchester.gov.uk</p> |
| <p>Framework Agreement for the Provision of Hotel Accommodation for the Homeless</p> <p>Ref: 2016/11/10B</p>                   | <p>The appointment of a number of Providers to deliver Hotel Accommodation for the Homeless.</p>                                                                                                                                                                                                              | <p>Strategic Director of Adult Social Services</p> | <p>January 2017</p>          | <p>Report and Recommendation</p> | <p>Mike Worsley<br/>Procurement Manager<br/>Tel: 0161 234 3080<br/>mike.worsley@manchester.gov.uk</p>                                                                                                                    |

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| <p>Integrated Transport Block (ITB) Minor Works Programme</p> <p>Ref: 15/047</p> | <p>Integrated Transport Block (ITB) grant funding has been made available by the Greater Manchester Combined Authority (GMCA) for minor works projects as part of the Growth and Reform Plan. £300k of this funding has been allocated for highway improvement work packages which may include pedestrian facilities, improvements that complement other investments or measures to support public transport. The package should also support key investments that will assist in delivering regeneration initiatives across the city. There is a particular emphasis on supporting the economic wellbeing of the district centres that provide the focus for many communities and this package aims to develop some focused transport interventions that support their overall competitiveness.</p> | <p>Citywide Highway Manager (in consultation with the Executive Member for the Environment)</p> | <p>January 2017 or later</p> | <p>Green Report</p> | <p>Emma White<br/>Programme Manager<br/>Tel: 0161 219 6521<br/>e.white@manchester.gov.uk</p> |
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| <p>Challenge Fund Grant</p> <p>Ref: 15/054</p>                                                                           | <p>In March 2015 Manchester City Council was awarded a Challenge Fund Grant to carry out major resurfacing/ reconstruction to 5 major routes around the City over the next 3 years.</p> <p>The resurfacing / reconstruction schemes approved for works were:</p> <p>Stockport Road (Devonshire Street to Lloyd Road)<br/>Hyde Road (Stockport Rd to Kingsdale Road)<br/>Palatine Road (2 sections, Princess Parkway to M60 and Mersey Road to Wilmslow Road).</p> | <p>Citywide Highways Manager in consultation with the Executive Member for the Environment</p> | <p>January 2017 or later</p> | <p>Executive approval reports</p> | <p>Emma White<br/>Programme Manager<br/>Tel: 0161 219 2308<br/>e.white@manchester.gov.uk</p> <p>Anthony King<br/>Programme Manager<br/>Tel: 0161 219 6508<br/>a.king@manchester.gov.uk</p>     |
| <p>Cycle City Ambition Grant Phase 2 - 2015 to October 2018 (part of the Velocity 2025 Programme)</p> <p>Ref: 15/061</p> | <p>To approve the Cycle City Ambition Grant to be delivered within the allocated budget which is set by TfGM. Delegated powers approval(s) to undertake the required works on the highway and Traffic Regulation Order amendments.</p> <p>There are 2 corridors included in this scheme:<br/>Chorlton Cycleway<br/>Regional Centre.</p>                                                                                                                           | <p>Citywide Highways Manager in consultation with the Executive Member for the Environment</p> | <p>January 2017 or later</p> | <p>Delegated Approvals Report</p> | <p>Mark Stevenson<br/>Team Leader<br/>Tel: 0161 219 6215<br/>m.stevenson@manchester.gov.uk</p> <p>Nichola McHale<br/>Project Manager<br/>Tel: 0161 219 6278<br/>n.mchale@manchester.gov.uk</p> |

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| <p>Great Ancoats Street<br/>Growth Deal<br/>Funding</p> <p>Ref: 15/064</p>                                                   | <p>To obtain approval to carry out the associated highway alterations and statutory legal procedure to process the Traffic Regulation Orders.</p> | <p>Citywide Highways Manager (in consultation with the Executive Member for the Environment)</p> | <p>January 2017 or later</p> | <p>Delegated Approvals Report</p> | <p>Mark Stevenson<br/>Team Leader<br/>Tel: 0161 219 6215<br/>m.stevenson@manchester.gov.uk</p> <p>Val Edwards<br/>Project Manager<br/>Tel: 0161 219 6522<br/>v.edwards@manchester.gov.uk</p> <p>Kevin Shryane<br/>Engineer<br/>Tel: 0161 219 6215<br/>k.shryane@manchester.gov.uk</p> |
| <p>Manchester and Salford Inner Relief Route (Regent Road – Water Street)<br/>Growth Deal<br/>Funding</p> <p>Ref: 15/065</p> | <p>To obtain approval to carry out the associated highway alterations and statutory legal procedure to process the Traffic Regulation Orders.</p> | <p>Citywide Highways Manager (in consultation with the Executive Member for the Environment)</p> | <p>January 2017 or later</p> | <p>Delegated Approvals Report</p> | <p>Peter Davies-Colley<br/>Team Leader<br/>Tel: 0161 219 6283<br/>p.davies-colley@manchester.gov.uk</p> <p>Val Edwards<br/>Project Manager<br/>Tel: 0161 219 6522<br/>v.edwards@manchester.gov.uk</p>                                                                                 |

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| <p>Minor Highway Maintenance<br/><br/>Ref: 15/066</p>                                                                                                           | <p>To seek approval to appoint a minimum of 3 companies to a Framework Agreement for Pothole Repairs. Period of Framework: 3 years from 01 July 2015.</p>                                                                                 | <p>Chief Executive and City Treasurer</p> | <p>January 2017 or later</p> | <p>Confidential Contract Report with recommendation</p>                        | <p>Paul Gee<br/>Contracts Manager,<br/>Manchester Contracts<br/>Tel: 0161 908 5897<br/>p.gee@manchester.gov.uk</p>    |
| <p>Provision and use of loan funding to Biffa Municipal Ltd. in accordance with the contract for waste collection and street cleansing<br/><br/>Ref: 15/073</p> | <p>To approve each draw-down of the loan funding agreed. This provides funds to the contractor to enable the purchase of vehicles for use within the waste collection and street cleansing contract as per the contractual agreement.</p> | <p>City Treasurer</p>                     | <p>January 2017 or later</p> | <p>Loan agreement</p>                                                          | <p>Matthew Bennett<br/>Head of Commissioning and Delivery<br/>Tel: 0161 234 3379<br/>m.bennett1@manchester.gov.uk</p> |
| <p>Statement of Community Involvement<br/><br/>Ref: 2016/09/14A</p>                                                                                             | <p>That Executive:<br/>Approves the draft Statement of Community Involvement for consultation.</p>                                                                                                                                        | <p>The Executive</p>                      | <p>January 2017 or later</p> | <p>Report and recommendations and draft Statement of Community Involvement</p> | <p>Richard Elliott<br/>Policy, Partnerships and Research<br/>Tel: 0161 234 4412<br/>r.elliott@manchester.gov.uk</p>   |

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| <p>Framework Contract For Repairs and Maintenance Services to Northwards Housing Managed Stock and Leasehold Properties and New Adaptations across all Manchester City Council Housing</p> <p>Ref: 2016/12/01A</p> | <p>To seek approval to appoint a bidder to provide these Repairs and Maintenance Services. The anticipated contract commencement date is 3 April 2017.</p>                             | <p>City Treasurer / Chief Executive</p> | <p>January 2017</p>  | <p>Confidential contract report with recommendation</p> | <p>Larry Patrick<br/>Procurement Director,<br/>R&amp;M Project<br/>Tel: 0161 234 1920<br/>l.patrick@manchester.gov.uk</p> <p>Danielle Messina,<br/>Senior Procurement Officer, Tel: 0161 234 4018<br/>d.messina@manchester.gov.uk</p> |
| <p>Hire of Grass Cutting Machinery and Associated Equipment (Growth and Neighbourhoods)</p> <p>Ref: 2017/01/03A</p>                                                                                                | <p>To seek approval to appoint a supplier under the YPO Framework Agreement (606) to provide Grass Cutting Machinery and Associated Equipment to be used by Neighbourhood Services</p> | <p>City Treasurer / Chief Executive</p> | <p>February 2017</p> | <p>Report and Recommendation</p>                        | <p>Chazley Farghaly<br/>Grounds Maintenance Lead<br/>Public Realm<br/>c.farghaly@manchester.gov.uk<br/>Tel: 0161 234 4146</p> <p>Kevin Bennett<br/>Corporate Procurement<br/>k.bennett@manchester.gov.uk<br/>Tel: 0161 234 3192</p>   |

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| <p>Flags and Kerbs (Highways)<br/><br/>Ref: 2016/09/01B</p>              | <p>To seek approval to appoint companies under a Yorkshire Purchasing Organisation (YPO) Framework Agreement to provide Flags, Kerbs and Edgings and Other Associated Highway Products to be used by Manchester Contracts</p>                                                                                                                        | <p>City Treasurer in consultation with the Chief Executive</p> | <p>January 2017 or later</p> | <p>Report and Recommendation</p> | <p>Andrew Thompson<br/>Manchester Contracts<br/>A.Thompson2@manchester.gov.uk<br/>Tel: 0161 908 5866<br/><br/>Kevin Bennett<br/>Corporate Procurement<br/>k.bennett@manchester.gov.uk<br/>Tel: 0161 234 3192</p> |
| <p>GM Growth Deal 2, Minor Works Programme<br/><br/>Ref: 2016/12/19B</p> | <p>GM Growth Deal 2 grant funding has been made available by the Greater Manchester Combined Authority (GMCA) for a programme of minor works projects. The minor works will comprise highway improvement works which will include a range of measures from pedestrian crossing facilities, parking and footway improvements and traffic calming.</p> | <p>Director of Highways</p>                                    | <p>January 2017 or later</p> | <p>Report and Recommendation</p> | <p>Emma White<br/>Highways CSM<br/>e.white@manchester.gov.uk<br/>Tel: 0161 219 6521<br/><br/>Kevin Gillham<br/>Citywide Support<br/>Highways Manager<br/>k.gillham@manchester.gov.uk<br/>Tel: 0161 234 5148</p>  |
| <p>Speed Limit Review of Princess Road<br/><br/>Ref: 2016/12/19C</p>     | <p>Review of the speed limits and other associated minor highway improvements along Princess Road &amp; Princess Parkway between the M60 slip roads and the city centre</p>                                                                                                                                                                          | <p>Director of Highways</p>                                    | <p>January 2017 or later</p> | <p>Report and Recommendation</p> | <p>Kevin Gillham<br/>Citywide Support<br/>Highways Manager<br/>k.gillham@manchester.gov.uk<br/>Tel: 0161 234 5148</p>                                                                                            |

### 3.Items for Information

3.1 An updated Terms of Reference and Work Programme for the Air Quality Task and Finish Group are attached as Appendix 1, which members are asked to approve.

3.2 Manchester Contracts and Highway Maintenance (below)

|                         |                                                                                                 |
|-------------------------|-------------------------------------------------------------------------------------------------|
| <b>Subject</b>          | Response to recommendation: NESC/16/31 Manchester Contracts and Highway Maintenance             |
| <b>Contact Officers</b> | Kevin Gilham, Citywide Highways Manager<br>Tel: 0161 234 5148 Email: k.gilham@manchester.gov.uk |

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### Summary

At its meeting in November 2016, the Committee made the following recommendation:

To note that the Citywide Highways Manager would provide an item for information which explained the road classification system and ownership in Manchester

### Response

I thought you may find the information below on the difference between adopted and private roads helpful. We will shortly be posting ward plans on the members intranet site showing private roads and streets. Unfortunately this may not be an exhaustive list as we don't record all details of non-adopted roads, but if you have any questions please let me know.

### Road and street adoption

An adopted road is a road that is maintained at public expense, and by the highway authority.

All adopted roads are regularly inspected and maintained. As well as repairs to the surface, other works include:

- grass cutting
- weed killing
- gully cleaning
- renewal of road markings

Other highways, such as Public Rights of Way (PROW) are open to the public but are not inspected or maintained to the same level as roads and footpaths.

### Private Roads and Streets

Private roads are roads that have not been adopted and the maintenance of them is the responsibility of the owner. This may be the residents of a road who each own the part in front of their house, or a third party, usually a developer.

Owners can restrict access to private roads, but all adopted roads are available for public use unless restrictions have been made by the highway authority.

Please note - Private streets are different to Private roads in that they are roads that are not maintained by us, but may be used by the public. They are known as unadopted highways. In some circumstance the council can own and maintain a private or street or road even though it is not adopted or maintained by the highway authority - i.e. roads in some housing developments or access to a leisure centre.

### **How does a road become adopted?**

If a road is built by the Council, adoption is usually straightforward. If a road is built by a third party, e.g. the builder of a residential, commercial or industrial development, a legal agreement is made with us to make sure that the new highway is adopted into the overall network.

When the Council is asked to adopt a road, the following conditions must be met:

- the third party proposing adoption has ownership rights
- it is suitably built
- it meets design standards, eg road layout and alignment
- it is in good repair with no defects
- the drains are big enough and working properly
- the streetlights meets necessary standard

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| Title                  | Air Quality Task and Finish Group                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Membership             | Chair: Councillor Chris Paul<br>Councillors Kirkpatrick, Strong, Noor, Peel, Sheikh, Leech, Noor, Fletcher-Hackwood, Sharif Mahamed, Watson, Davies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Lead Executive Members | Councillor Rosa Battle – Executive Member for Environment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Strategic Directors    | Sara Todd - Deputy Chief Executive, Growth & Neighbourhoods<br>Geoff Little – Deputy Chief Executive, People, Policy and Reform                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Lead Officers          | Richard Elliott - Head of Policy, Partnerships and Research                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Contact officer        | Jacob Morris-Davies – Scrutiny Support Officer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Objectives             | <ol style="list-style-type: none"> <li>1. To understand the context and impact of poor air quality in Manchester.</li> <li>2. To understand the health implications of poor air quality and the initiatives to improve this.</li> <li>3. To learn from good practice adopted by other UK and European Cities to initiate local improvements in air quality.</li> <li>4. To examine the impact of transport on air quality and measures to address this.</li> <li>5. To understand any potential implications for existing UK environmental legislation and standards arising from the EU referendum decision to leave the European Union.</li> <li>6. To seek to influence local Planning Policy to ensure that future developments key to the city’s sustainable growth are contributing to improved air quality in the city.</li> </ol>                                                                                                                                                                                                                                                                                      |
| Key Lines of Enquiry   | <ol style="list-style-type: none"> <li>1. To consider evidence of good practice and local initiatives from other UK and European cities to improve air quality.</li> <li>2. The group will consider the issue of transport and its impact on air quality, including the implications of emissions testing regimes. The panel will consider initiatives to : <ul style="list-style-type: none"> <li>- Reduce the number of older vehicles on the road;</li> <li>- Reduce the need to travel and the number of journeys undertaken by car;</li> <li>- Alternative fuel, including electric vehicles;</li> <li>- Lowering emissions from all commercial vehicles;</li> <li>- National Clean Air days</li> <li>- Cycling initiatives and alternative modes of transport.</li> </ul> </li> <li>3. To consider how local planning policy is being used to ensure that developments which are key to the sustainable growth of Manchester are contributing to improved air quality.</li> <li>4. To consider how Public Health can influence change to promote the issue of air quality at both a local and national level.</li> </ol> |

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|                       | <p>5. To discuss how the objectives of reducing carbon emissions and improving air quality whilst growing the population and economy of the city can be achieved.</p> <p>6. The Panel will hear from a number of stakeholders and invited witnesses throughout the course of this enquiry.</p>                                                                                                                                        |
| Operation             | This subgroup will report its findings to the Neighbourhoods and Environment Scrutiny Committee by submitting a final report and minutes to the Committee. The Committee will be asked to endorse any recommendations from the Subgroup.                                                                                                                                                                                              |
| Access to Information | <p>Meetings of the Subgroup will be open to members of the media and public except where information that is confidential or exempt from publication is being considered.</p> <p>Papers for the Subgroup will be made available to members of the media and public on the Council's website and the main entrance to the Town Hall except where information which is confidential or exempt from publication is being considered.</p> |
| Schedule of Meetings  | To hold three substantive meetings with one additional meeting to agree the final report.                                                                                                                                                                                                                                                                                                                                             |
| Commissioned          | July 2016                                                                                                                                                                                                                                                                                                                                                                                                                             |

**Neighbourhoods and Environment Scrutiny Committee – Air Quality Task and Finish Group  
Draft Work Programme**

| <b>Meeting 1 – Feb - Date / Time and Venue to be confirmed</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                        |                                                |          |
|----------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|------------------------------------------------|----------|
| Report Deadline:                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                        |                                                |          |
| Item                                                           | Purpose                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Lead Executive Member  | Lead Officer                                   | Comments |
| Air Quality - Understanding the local context                  | <p>To receive a summary report that describes the current standard of Air Quality in Manchester and in Greater Manchester (GM).</p> <p>The report will describe:</p> <ul style="list-style-type: none"> <li>• Air quality in Manchester/GM compared to national standards, and in comparison to other UK / selected European cities</li> <li>• The causes of poor air quality in Manchester. The actions being taken and proposed to improve air quality. The challenges to improving air quality.</li> <li>• Any potential implications for existing UK environmental legislation and standards arising from the EU referendum vote.</li> <li>• Current data relating to the impact of poor air quality on mortality and other health outcomes across the life course in Manchester and GM.</li> </ul> | Councillor Rosa Battle | <p>Richard Elliott</p> <p>Helen Smith (GM)</p> |          |

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| Air Quality – The changing context in Greater Manchester, UK and EU | <p>To receive a summary report that describes:</p> <ul style="list-style-type: none"> <li>• The process to arrive at the GM Air Quality Action Plan and GM Low Emissions Strategy,</li> <li>• The GM Air Quality Action Zone,</li> <li>• Department for Environment, Food and Rural Affairs (DEFRA) UK Plan,</li> <li>• Current UK city designations</li> <li>• The ongoing process to improve the UK plan to draft (April 2017) and final (July 2017),</li> <li>• Changing standards at the European Union (EU) and World Health Organisation (WHO),</li> <li>• What changes at UK and international level may mean for Manchester and for GM.</li> </ul> | Councillor Rosa Battle | Helen Smith (GM)    | Invitation to Helen Smith |
| Terms of Reference and Work Programme                               | To review and agree the Subgroup's terms of reference and work programme, and consider any changes or additions that are necessary.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                        | Jacob Morris-Davies |                           |

**Meeting 2 – Feb 2017 - Date / Time and Venue to be confirmed**

Report Deadline:

| Item                                  | Purpose                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Lead Executive Member   | Lead Officer | Comments                                                                                                                                    |
|---------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|--------------|---------------------------------------------------------------------------------------------------------------------------------------------|
| Health solutions for poor Air Quality | <ul style="list-style-type: none"> <li>• To discuss how Public Health related activity can influence change to promote the issue of air quality.</li> <li>• To discuss health solutions to poor air quality.</li> <li>• To explore Public Health practice in relation to poor air quality.</li> <li>• To consider particular effects on Children and Young People, Older People and the vulnerable</li> <li>• National Institute for Clinical Excellence (NICE) Air</li> </ul> | Councillor Paul Andrews | David Regan  | <p>Invitations to the Chair of Health Scrutiny Committee</p> <p>Invitations – William Welfare Public Health England</p> <p>Alan Higgins</p> |

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|                                           | <p>Quality study.</p> <ul style="list-style-type: none"> <li>To consider potential place of Air Quality (AQ) in the GM Population Health Plan particularly considering environmental justice and inequity and the opportunity of prevention by investing in AQ and the wider determinants of health.</li> </ul> |     |                     | <p>Cllrs with particular interest in Children and Young People</p> <p>Wendy Meredith</p>                     |
| External Speakers (Items to be clarified) | External Speaker's to give presentations about Air quality issues and potential solutions.                                                                                                                                                                                                                      |     |                     | <p>Invitations sent to Prof Ian Buchan, Dr Ian Mudway, Dr Sarah Lindley and Client Earth Representatives</p> |
| Resourcing                                | To consider currently available and future resourcing for AQ / Health action in terms of the potential savings and benefits available with success.                                                                                                                                                             | TBC | Helen Smith         |                                                                                                              |
| Monitoring Technology*                    | To hear from manufacturers, scientists, campaigner regarding DIY measurers, challenges and opportunities                                                                                                                                                                                                        | TBC | Helen Smith         |                                                                                                              |
| Terms of Reference and Work Programme     | To review and agree the Subgroup's terms of reference and work programme, and consider any changes or additions that are necessary.                                                                                                                                                                             |     | Jacob Morris-Davies |                                                                                                              |

**Meeting 3 – Feb 2017 – Date / Time and Venue to be confirmed**

Report Deadline:

| Item      | Purpose                                                | Lead Executive Member | Lead Officer | Comments           |
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| Transport | The group will consider the issue of transport and its | Councillor            | Richard      | Invitations to the |

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|                 | <p>impact on air quality, including the implications of emissions testing regimes.</p> <p>The panel will consider initiatives regarding:</p> <ul style="list-style-type: none"> <li>• Reducing the number of older vehicles on the road</li> <li>• Reducing the need to travel and the number of journeys undertaken by car</li> <li>• Alternative fuel, including electric vehicles</li> <li>• Lowering emissions from commercial vehicles</li> <li>• The relation of AQ to congestion and traffic speed</li> <li>• National Clean Air days</li> <li>• Diesel Bans, Clean Air Zones, Neighbourhood Zones</li> <li>• Cycling initiatives and alternative modes of transport.</li> </ul>                                                                                                | Rosa Battle            | Elliott<br>Helen Smith | Chair of Economy Scrutiny Committee<br><br>Invitation to TFGM<br><br>Invitations to Cycle groups - LoCity |
| Planning Policy | <p>To discuss how local planning practice and policy is being used in Manchester to improve AQ, low emissions and good health</p> <p>The panel will consider:</p> <ul style="list-style-type: none"> <li>• How this seeks to ensure that new commercial and utility developments in Manchester are contributing to improved air quality and sustainability</li> <li>• How the new Manchester Residential Standards approach considers AQ and sustainability</li> <li>• Opportunities to retrofit, adapt and influence existing built environments to improve AQ outcomes</li> <li>• How density, location, highways network or grid, permeability, construction traffic and practices, operational servicing, logistics and the relationship to transport hubs influence AQ</li> </ul> | Councillor Rosa Battle | Richard Elliott        | Invitations TBC                                                                                           |

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|                                       | <ul style="list-style-type: none"> <li>To consider the GM Spatial Framework with regard to AQ and sustainability</li> <li>To consider the part that blue and green infrastructure has in AQ and health</li> <li>To receive information on good practice adopted in other cities.</li> </ul> |                        |                                |                 |
| Resourcing                            | To consider currently available and future requirements for resourcing for AQ / Health action in terms of the essential and desirable actions which the evidence suggests should be taken.                                                                                                  | TBC                    | Helen Smith                    |                 |
| Monitoring Technology*                | To hear from manufacturers, scientists, campaigner regarding DIY measurers, challenges and opportunities                                                                                                                                                                                    | TBC                    | Helen Smith                    |                 |
| Good Practice                         | To receive a summary report of evidence of good practice and local initiatives from other UK and European cities to improve air quality. Where evidence is available bench marking information is to be provided to the group.                                                              | Councillor Rosa Battle | Richard Elliott<br>Helen Smith | Invitations TBC |
| Terms of Reference and Work Programme | To review and agree the Subgroup's terms of reference and work programme, and consider any changes or additions that are necessary.                                                                                                                                                         |                        | Jacob Morris-Davies            |                 |

**Meeting 4 – Feb 2017 - Date / Time and Venue to be confirmed**

Report Deadline:

| Item             | Purpose                             | Lead Executive Member | Lead Officer | Comments |
|------------------|-------------------------------------|-----------------------|--------------|----------|
| Additional Items | To receive any additional evidence. |                       |              |          |

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| arising from previous sessions          |                                                                                                                                                                              |  |                     |                                                                                                                                                                                                                                                   |
| Feedback from members on their findings | The purpose of this item is for members to feed back on the findings of this review and make recommendations that will inform the final report of the Task and Finish Group. |  | Jacob Morris-Davies | Health related recommendations to be taken to Health Practice Expert Advisory Group<br><br>Possibly to Identify targets for all recommendations?<br><br>Guests e.g. MPs, GM Interim Mayor, Head of Planning, Cllr Andrew Fender and TFGM Officers |
| Communications Strategy                 | To consider ways to promote findings and behaviour change throughout the broader population, with a particular focus on gatekeepers and public and private sector actors.    |  |                     | Comms Leads<br>Steve Connor                                                                                                                                                                                                                       |
| Terms of Reference and Work Programme   | To review and agree the Subgroup's terms of reference and work programme, and consider any changes or additions that are necessary.                                          |  | Jacob Morris-Davies |                                                                                                                                                                                                                                                   |



**Neighbourhoods and Environment Scrutiny Committee  
Work Programme – 31 January 2017**

| <b>Tuesday 31 January 2017, 2pm (Report deadline Thursday 19 January 2016)</b> |                                                                                                                                                                                                                                                                                    |                                         |                           |                                                                                                                                                    |
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| Item                                                                           | Purpose                                                                                                                                                                                                                                                                            | Lead Executive Member                   | Lead Officer              | Comments                                                                                                                                           |
| The Council's Budget 2017-2020                                                 | To consider the Council's budget proposals for those areas of the Growth and Neighbourhoods Directorate Budget that fall under the Committee's remit. To also receive an update on those areas the Committee previously commented on as part of the budget options considerations. | Councillor Flanagan                     | Carol Culley/ Sara Todd   | See minutes of November and December 2016.                                                                                                         |
| Housing Revenue Account and Northwards Housing                                 | The Committee will receive a report that describes the outcome of the review of the Housing Revenue Account and Northwards Housing.                                                                                                                                                | Councillor Flanagan / Councillor Priest | Sara Todd/ Paul Beardmore | Invite to Chair of Resources and Governance Scrutiny Committee<br>See minutes of Neighbourhoods Scrutiny Committee January 2016<br>Item NSC/16/ 06 |
| Rogue Landlords Project                                                        | The Committee will receive a report on the Rogue Landlords Project.                                                                                                                                                                                                                | Councillor Priest                       | Sara Todd/ Fiona Worrall  |                                                                                                                                                    |
| Overview Report                                                                | This is a monthly report which includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.                                                                                                                         | -                                       | Kate Andrews              |                                                                                                                                                    |

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|  | To include an oral update from Councillor Paul regarding the Homelessness Charter and the visit to Emmaus. |  |  |  |
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| <b>Tuesday 28 February 2017, 2pm (Report deadline Thursday 16 February 2017)</b> |                                                                                                                                                                                                                                                                               |                       |                                        |                                                                 |
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| Item                                                                             | Purpose                                                                                                                                                                                                                                                                       | Lead Executive Member | Lead Officer                           | Comments                                                        |
| Shelter                                                                          | To invite Shelter to deliver a presentation to the Committee updating it on the work it does within Manchester.                                                                                                                                                               | -                     | Shelter                                |                                                                 |
| Young People Support Foundation (YPSF)                                           | To invite Young People Support Foundation (YPSF) to deliver a presentation to the Committee updating it on the work it does within Manchester.                                                                                                                                | -                     | Young People Support Foundation (YPSF) | Invite to Chair of Children and Young People Scrutiny Committee |
| Taxi Licensing Enforcement                                                       | The Committee will receive a report on Taxi Licence Enforcement activity.                                                                                                                                                                                                     | Councillor N Murphy   | Sara Todd/<br>Julie Roscoe             | TBC- See minutes of October 2016. See item NESC/16/24           |
| Statement of Community Involvement                                               | To receive a report which sets out how the Council intends to consult in respect of statutory planning policies and planning applications. This is an Executive Report and the formal consultation process will commence following Executive approval.                        | Councillor Battle     | Sara Todd/<br>Katrina Holt             | Executive Report                                                |
| Hot Food Takeaway Supplementary Planning Document                                | To consider a report prior to its submission to the Executive which seeks approval of the proposed amendments and adoption of the Hot Food Takeaway Supplementary Planning Document. A draft version was previously considered for consultation by the Committee in May 2016. | Councillor Battle     | Sara Todd/<br>Richard Elliott          | See minutes May 2016.                                           |

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| Waste, Recycling and Street Cleansing | To request quarterly updates on Waste, Recycling and Street Cleansing.                                                                                             | Councillor N Murphy | Sara Todd/<br>Fiona Worrall/<br>Mark Glynn   | See minutes December 2016. Next update to be provided by March 2017.                                                                                                                                                                   |
| Cycle City Ambition Grant             | To receive a report on the Cycle City Ambition Grant. This report will also contain information about those activities undertaken with schools to promote cycling. | Councillor Battle   | Sara Todd/<br>Richard Elliott/<br>Ian Graham | TBC<br>See minutes of Neighbourhoods Scrutiny Committee February 2015 item NSC/15/10<br>Invite to Cllr Shilton Godwin, Lead Member for Active Travel<br>Information or Invite to Chair of Children and Young People Scrutiny Committee |
| Overview Report                       |                                                                                                                                                                    | -                   | Kate Andrews                                 |                                                                                                                                                                                                                                        |

| <b>Items to be scheduled</b> |                                                                                                                         |                       |                             |          |
|------------------------------|-------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------------------|----------|
| Item                         | Purpose                                                                                                                 | Lead Executive Member | Lead Officer                | Comments |
| Food Plan                    | The Committee will receive a report on the Food Plan. This report will include information on food hygiene inspections. | Councillor N Murphy   | Sara Todd/<br>Fiona Worrall |          |

|                                       |                                                                        |                     |                                            |                            |
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| Highways Delivery Plan                | To receive a future update on the Highways Delivery Plan.              | Councillor Battle   | Kim Dorrington/<br>Kevin Gilham            | See minutes November 2016. |
| Waste, Recycling and Street Cleansing | To request quarterly updates on Waste, Recycling and Street Cleansing. | Councillor N Murphy | Sara Todd/<br>Fiona Worrall/<br>Mark Glynn | See minutes December 2016. |