



Communities and Equalities Scrutiny Committee

Date: Thursday, 5 March 2020

Time: 2.00 pm

Venue: Council Antechamber, Level 2, Town Hall Extension

This is a **Supplementary Agenda** containing additional information about the business of the meeting that was not available when the agenda was published

Access to the Council Antechamber

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Membership of the Communities and Equalities Scrutiny Committee

Councillors - Hacking (Chair), Andrews, Battle, Chambers, Collins, M Dar, Doswell, Douglas, Evans, Grimshaw, Hitchen, Kirkpatrick, Rawlins and Rawson

Supplementary Agenda

8. **Voluntary, Community and Social Enterprise (VCSE) Infrastructure Service** 3 - 10
Report of the Director of Policy, Performance and Reform
- This report provides an update on the VCSE infrastructure service, specifically on the contract management arrangements put in place since October 2019.
9. **Community Events Funding and Applications** 11 - 18
Report of the Strategic Director (Neighbourhoods)
- This report provides an update on the funding of Community Events and additional information related to applications to the Community Events Fund.

Further Information

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

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This supplementary agenda was issued on **Thursday, 27 February 2020** by the Governance and Scrutiny Support Unit, Manchester City Council, Level 3, Town Hall Extension (Lloyd Street Elevation), Manchester M60 2LA

Manchester City Council Report for Information

Report to: Communities and Equalities Scrutiny Committee – 5 March 2020

Subject: Voluntary, Community and Social Enterprise (VCSE)
Infrastructure Service

Report of: Director of Policy, Performance and Reform

Summary

This report provides an update on the Voluntary, Community and Social Enterprise (VCSE) infrastructure service, specifically on the contract management arrangements put in place since October 2019 (new contract start date).

Recommendations

Members are asked to consider and comment on the report for the Voluntary, Community and Social Enterprise infrastructure service contract and advise on future communications and update reports.

Wards Affected: All

Environmental Impact Assessment - the impact of the issues addressed in this report on achieving the zero-carbon target for the city

Officers will work with Macc (the provider) to consider how the VCSE Infrastructure service contract can contribute to Manchester's ambitions to live within our science-based carbon budget and become a zero carbon city by 2038 at the latest

Manchester Strategy outcomes	Summary of how this report aligns to the OMS
A thriving and sustainable city: supporting a diverse and distinctive economy that creates jobs and opportunities	The VCSE infrastructure service contract supports the growth and sustainability of the VCSE including the workforce, volunteering and relationships with business.
A highly skilled city: world class and home grown talent sustaining the city's economic success	The VCSE infrastructure service contract supports volunteering pathways into education, employment and training and the positive contribution residents make through voluntary work and their active contribution to city life and their communities.
A progressive and equitable city: making a positive contribution by unlocking the potential of our communities	The VCSE infrastructure service contract works with the VCSE and other key stakeholders to find new ways of reaching those communities that remain untouched by Manchester's success, creating resilient and vibrant communities of

	people.
A liveable and low carbon city: a destination of choice to live, visit, work	The VCSE infrastructure service contract contributes to this agenda via its work with VCSE organisations and other partners that celebrate diversity, engage communities and engender pride in the city.
A connected city: world class infrastructure and connectivity to drive growth	The VCSE infrastructure service contract provides a range of information across a number of mediums that helps to improve local connectivity between VCSE organisations and the public and private sector

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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.

1. Voluntary and Community Sector (VCS) Infrastructure Contract - Communities and Equalities Scrutiny Committee – 6 December 2018
2. Voluntary & Community Sector Infrastructure Service – Co-design Recommendations - Communities and Equalities Scrutiny Committee – 7 February 2019
3. Voluntary, Community and Social Enterprise (VCSE) Infrastructure Service update - Communities and Equalities Scrutiny Committee – 10 October 2019

1. Introduction

- 1.1. The Council continues to invest in its relationships with the VCSE sector in a number of ways, notably through the Our Manchester Voluntary and Community Sector (OMVCS) Grant Programme and its investment in VCSE infrastructure support citywide. Fundamental to this is the desire to have a diverse, thriving, resilient, effective and sustainable VCSE sector in Manchester, which is recognised as a key priority within the Our Manchester Strategy as something that will enable the VCSE to continue to provide an important contribution to delivering the vision and desired outcomes for the city. The role of local infrastructure for the sector is seen as an important enabler to achieving the ambitions described above, as it provides services, support and advice to (and promotes) local charities, community groups and social enterprises that deliver social action.

2. Background

- 2.1. The new integrated Manchester City Council (MCC) and Manchester Health and Care Commissioning (MHCC) VCSE infrastructure service was procured in July 2019, following a process of consultation and co-design. Macc were successful in this process and awarded the 3 year (+ 2 year option to extend) contract to deliver development and support around governance, organisational structures, policy and funding; as well as engagement and influence in partnership work, co-design processes and volunteering opportunities for residents. The contract went live on the 1st October 2019.
- 2.2. The table below is a brief summary on the timeline and processes that have been undertaken to date:

April 2018 - Sept 2018	Joint review between Manchester City Council (MCC) and Manchester Health and Care Commissioning (MHCC) of their respective infrastructure service contracts
Sept 2018 – Dec 2018	Co-design of new contract (see Communities and Equalities Scrutiny Committee, December 2018)
Jan 2019 - March 2019	Consultation with the VCSE sector, Members and wider stakeholders on co-design group recommendations (see Communities and Equalities Scrutiny Committee, February 2019)
March 2019 - April 2019	Development of specification based on co-design recommendations and consultation comments. This period also included a soft-market testing event which was aimed at stimulating market interest.
May 2019 - Sept 2019	Tender process, including VCSE reference group, assessment panel and completion of procurement report and publication of the Key Decision

1 Oct 2019	Contract start date (See Communities and Equalities Scrutiny Committee, October 2019)
Oct 2019 to Jan 2020	Kick start meetings between MCC, MHCC and Macc to develop contract monitoring framework and agree annual priorities

2.3. A series of kick start meetings have taken place between the MCC, MHCC and Macc representatives between October 2019 to January 2020, focused on:

- how the organisations will work together effectively going forward
- addressing the feedback from the procurement process
- identifying annual priorities, and
- developing the contract management arrangements - agreeing outcomes, key performance indicators and monitoring systems for the contract and how this evidence will be captured and shared more widely with stakeholders including the VCSE sector, other commissioners, elected Members and key partners.

2.4. The process has been guided by feedback from the previous joint contract review, co-design group recommendations and subsequent consultation, which recommended that the VCSE sector (as the beneficiaries of the service) should have more involvement in the priority setting and monitoring processes going forward.

3. Contract Management Framework

3.1. The VCSE infrastructure service specification set out a number of quite detailed outcomes for the contract. Since then, feedback from the assessment process and the kick-start meetings (for the contract) have highlighted the need for the outcomes to be further refined in order to be clearer and more manageable. This is summarised in the table below describing the three main/core commissioned and service areas, outcomes, objectives/deliverables and measures. This will include a combination of data, narrative – case studies/stories to illustrate delivery. Please note, at the time of this report the language and final wording is still being worked on.

Service Area	Description	Outcome(s)	Objectives / Deliverables	Performance Measures
Development and Support	Providing advice, practical development and (capacity building) support to a range of VCSE organisations across the city, using a variety of methods that reach out into local neighbourhoods and communities of identity. This supports and enables organisations to build upon their strengths and provide the best service they can to the city and includes work around finance, governance and management, risk, project and business planning, impact and outcomes.	Having/supporting a vibrant, thriving, diverse, sustainable, and resilient VCSE sector	<ul style="list-style-type: none"> • Single point of access for information, advice and guidance including basic and in depth support, needs led training and signposting • Supporting and generating income with and for the sector • Building and maximising relationships between business and the sector • Supporting groups to be able to demonstrate impact and outcomes. • Work with MCC (and other key stakeholders) to strengthen the Community Asset Transfer (CAT) policy, systems and processes and provide an offer of training and support to groups wanting to take on a building. 	<ul style="list-style-type: none"> • General access and usage data, demographics and trend analysis • Impact and outcomes of development support on VCSE groups e.g. case studies and testimonies. • Income into the city from a variety of sources, and percentage of MCC grants as part of overall income • Business engagement forums, increased relationships and understanding between the sectors including the impact and outcomes that brokerage has delivered • Training for VCSE groups, peer support, shadowing, improved reporting on impact • Delivery of CAT information, advice, guidance and training pre and post policy changes
Participation and Voice	Supporting and facilitating engagement between VCSE organisations, public sector bodies and with the private sector to build relationships and understanding, develop capacity and resources and to improve service delivery. This also includes representing and sharing VCSE sector views and experiences with the public sector and other relevant bodies	Championing, representing and or facilitating the voice of the sector	<ul style="list-style-type: none"> • Building understanding and relationships between the VCSE and commissioners to help improve service design and delivery to improve outcomes for residents • Connect the VCSE to the integration of health and social care to support residents and improve health outcomes. • Enabling, facilitating and supporting participation with communities of identity, and in particular Black, Asian and Minority Ethnic (BAME) communities/organisations. • Championing, representing and being a leading voice for the sector with which the Council, MHCC and other partners can engage • Engaging and involving services users to shape offer, relationships and systems both internally within Macc and externally working with MCC, MHCC and other key stakeholders 	<ul style="list-style-type: none"> • Involvement in/facilitation of co-design processes and delivery of current and new commissioning activity and programmes (e.g. OMVCS, Social Value) • Range and spread of VCSE groups involved and or engaged in the co-design and delivery of health programmes, including the Manchester Locality Plan, North Manchester General Hospital and the MHCC commissioning strategy - including the impact and outcomes that involvement has delivered. • Facilitation of locally based health forums, specifically Community Explorers across the city • Range and spread of BAME organisations engaged across the city and the specific activity delivered to build capacity in individuals, organisations and/or communities - evidence impact and outcomes. • Range of two way feedback mechanisms and channels and how this information is used and influences both internally within Macc and externally working with MCC, MHCC and other key stakeholders - including the impact and outcome of the sharing of that information.
Volunteering	Supporting and increasing good quality volunteering throughout the city, including the delivery of a volunteer centre aimed at	Supporting, increasing and delivering good quality	<ul style="list-style-type: none"> • Run a volunteer centre where residents that want to volunteer in the city can come for information and guidance, and that promotes, 	<ul style="list-style-type: none"> • General access and usage data and demographics, trend and gap analysis.

	residents. Support to VCSE organisations, public sector and private sector to increase the range and quality of volunteering opportunities across the city.	volunteering opportunities throughout the city	<p>supports and develops volunteering across the city</p> <ul style="list-style-type: none">• Supporting volunteering pathways into education, employment and training• An offer of volunteering support and training for VCSE organisations promoting and sharing information and good practice• Active engagement with strategic volunteer developments in the city, including the alignment of policy, systems and resources that help to increase and improve access to volunteer opportunities	<ul style="list-style-type: none">• Impact and outcomes of volunteer centre support on residents e.g. case studies and testimonies.• Activity delivered to support residents into good volunteering, education, employment and training opportunities – including the impact and outcomes that this activity has delivered.• Training for VCSE groups, evidence of improved volunteering provision and processes from groups.• Active engagement with strategic volunteer developments in the city, including the alignment of policy, systems and resources
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- 3.2. In addition to monitoring all of the above, the kick start meetings have identified and agreed a set of annual priorities in order to respond some of the current challenges across the city and demand on the capacity that is available, to proactively plan ahead and ultimately to manage the contract within the available resources. These priorities will be aligned with and achieve the main outcomes of the contract and will be reported on via quarterly contract monitoring reports.

Year 1 (contract) annual priorities:

- North Manchester: delivery of the North Manchester Together (Inquiry) recommendations
- BAME organisations and leaders; establishing and implementing the activity around this area
- Community Asset Transfer (CAT); successful co-design and implementation of CAT policy and associated training for groups
- Business engagement; establishing and implementing the activity around this area
- Member engagement; proactive engagement with Members in relation to the VCSE infrastructure service offer, using a number of methods
- OMVCS forward plan; involvement with the board, co-design and delivery of the next OMVCS programme (2021+)
- Community Explorers; facilitation of North, Central, South and Citywide Community session across city
- VCSE involvement in delivery and feedback on the Manchester Locality Plan
- VCSE involvement in the co-design of the development of the MCC/MHCC Commissioning Strategy.

4. Next Steps

- 4.1. The contract will be monitored on a quarterly basis, with extended annual contract review meetings. Both, will be reported into the OMVCS Programme Board and Community and Equalities Scrutiny as requested and agreed. MCC, MHCC and Macc will continue to collectively identify opportunities to engage and communicate with different forums and stakeholders including the VCSE sector and elected Members throughout the year on the progress, impact and outcomes of the contract. An offer available via Macc/VCSE Infrastructure Service contract is detailed below for Members to consider:

- Members' briefing 3 or 4 times per year highlighting upcoming opportunities, good news stories and local examples, etc. – Please advise on any group who could liaise around this.
- Openly available data on a ward footprint about the numbers of groups and volunteers
- Introduction to the VCSE session for new Members
- Nominations for local groups and individuals for Spirit of Manchester Awards
- Referral mechanism for local groups

- Advising on local groups to present to scrutiny committees
- Standing invitation for Members to meet Macc and talk to them about the work
- Presentations to full Council about the work of the VCSE sector. For example, the State of the VCSE Sector Report.

5. Recommendations

- 5.1. The Committee is asked to consider and comment on the report, advising on any preferred communication channels and forums for elected Members noted in point 4.1 of this report.

**Manchester City Council
Report for Information**

Report to: Communities and Equalities Scrutiny Committee – 5 March 2020

Subject: Community Events Funding and Applications Update

Report of: Strategic Director (Neighbourhoods)

Summary

This report provides an update on the funding of Community Events and additional information related to applications to the Community Events Fund.

Recommendations

Members are invited to note and comment on the content of the report.

Wards Affected: All

Environmental Impact Assessment - the impact of the issues addressed in this report on achieving the zero-carbon target for the city

Recipients of Community Event Funding support must:

- Demonstrate a commitment to implementing a range of sustainable event practices as part of the management of their event in order to support MCC's Carbon reduction target.*
- Work with MCC and partners to support Manchester in accelerating its efforts to encourage all residents, businesses and other stakeholders to take action on climate change

It is a requirement that 'MCC's Sustainable Event Guide for Community Events' is used as part of the planning, management and monitoring of sustainable practice. The document has been produced to help support community event organisers incorporate good practice in to their event planning and delivery.

Our Manchester Strategy outcomes	Summary of how this report aligns to the OMS
A thriving and sustainable city: supporting a diverse and distinctive economy that creates jobs and opportunities	Community Events play an important role within the city's growth strategy by attracting investment, raising the profile of the city, creating employment opportunities and contributing to the city's resident and visitor offer.

A highly skilled city: world class and home grown talent sustaining the city's economic success	Engagement in cultural and community activities enables local residents to learn new skills and participate in creative programmes including volunteering.
A progressive and equitable city: making a positive contribution by unlocking the potential of our communities	Engagement in arts and culture through Community Events enables local residents to improve their health and wellbeing, to develop confidence and resilience and to learn new skills
A liveable and low carbon city: a destination of choice to live, visit, work	Community Events provide creative, artistic and heritage opportunities which engage local residents and visitors.
A connected city: world class infrastructure and connectivity to drive growth	The supported community event organisations increasingly produce digital artistic content to support their activities which support connectivity with other places and extend the reach of their event beyond the local community.

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1.0 Introduction

- 1.1 Manchester is proud of its diverse population and the City Council is committed to providing opportunities to connect people from different backgrounds and to help people learn about each other through a range of activities in various settings
- 1.2 Community events in Manchester are an integral part of the fabric of the city and the City Council's support through Community Event Funding recognises the potential contribution that events can make to communities, the local economy and to Manchester City Council policy priorities.

2.0 Community Events Funding - Background

- 2.1 In line with the vision, principles and aims of the Manchester Events Strategy 2019 – 2029, the City Council's investment into events is differentiated between those that are aimed principally at supporting our communities and animating the city and those which generate significant economic value and profile for the City through the development of the visitor economy.
- 2.2 There are three identified strands to the community events offer in Manchester, these are:
 - Civic Community Events
 - Community Events Funding (CEF) Programme
 - Neighbourhood Events
- 2.3.1 **Civic Community Events:** These are major events developed and delivered directly by the City Council that offer city-wide community engagement, participation and attendance opportunities – and are underpinned by commercial income revenues and other funding streams. In 2019, funding was allocated to develop and deliver the civic community focused major events of Manchester Day, Festival of Manchester, Christmas Lights Switch On, New Year's Eve Fireworks and Park Bonfires.
- 2.3.2 **Community Events Funding (CEF) :** Designed to support externally organised community events which celebrate and promote a sense of shared identity and a sense of collective belonging within communities. These events seek to provide an accessible way for people to find out about other cultures and backgrounds and positively promote what an individual community represents – contributing to the social well-being of a community through participation, volunteering and the strengthening of community relations.
- 2.3.3 **Neighbourhood Events:** An extensive programme of smaller community focused events are also delivered at a neighbourhood level. These are often supported by the individual wards through Neighbourhood Investment Funding and other resourcing provision including absorbing or waiving costs through the Parks Team, the Highways Team or the Neighbourhood Teams. The funding is subject to individual applications and priorities for each ward and the services.

- 2.4 The three identified strands of support ensures that Manchester's community events offer extends beyond those funded via the administered Community Events Funding programme. Regardless of size or purpose, all these community events have a role to play in making Manchester the best it can be.
- 2.5 Common characteristics of a Community Event within the scope of CEF funding are identified as follows:
- A Community Event may be defined by ethnicity, country of origin, heritage or nationally significant day of celebration and will promote a sense of shared identity and a sense of collective belonging
 - A Community Event should provide an accessible way for people to find out about other cultures and backgrounds.
 - A Community Event should celebrate and positively promote what an individual community represents – contributing to the social well-being of a community through participation, volunteering, involvement and the development of a sense of identity / common interest and strengthening community relations.
- 2.6 The eligibility criteria for CEF funding stipulates that events to be supported via this mechanism should be:
- Large scale celebratory cultural events involving 5,000 or more participants/audience.
 - Events which can demonstrate a citywide reach and impact.
 - Groups who can demonstrate a track record in event delivery and community engagement.
- 2.7 As a general rule, CEF funding is not the appropriate mechanism to support:
- Religious or faith based content
 - Political or single issue based content
 - Conferences, conventions, exhibitions or seminar programmes
 - Commercial or for profit events
 - Private events
 - Neighbourhood events specific to a single geographic location or council ward.
 - Organisations in receipt of a Manchester City Council Cultural Partnership Agreement Grant

3.0 Community Events Funding (CEF) Programme 2019/20

- 3.1 The mainstream revenue budget allocation held annually for the purpose of the Community Events Funding Programme is £156,500. In 2019/20 the funding made available was increased to £161,000 through the realignment of other funding opportunities.
- 3.2 The allocation to the CEF programme delivered in 2019/20 is set out below.

<u>T1 - Existing Grant Allocations / Assignment:</u>	2019 /20 Budget Assignment
International Women's Day (IWD)	15,000
Manchester Pride Parade	12,000
Holocaust Memorial Day	2,000
Community Parades/Processions	3,000
Armed Forces Day	2,000
	Total £34,000

<u>T1 – Annual Applications (recurring)</u>	2019 /20 Budget Assignment
St Georges Day	£9,500
Summer Mela	£17,500
Caribbean Carnival	£20,000
Diwali Mela	£17,500
Irish Festival Parade	£20,000
Chinese New Year	£20,000
Gobe Fest	£10,000
<u>T2 – Programme Development (new supported community events)</u>	
MACFEST	£7,500
AfroJam	£2,000
Windrush Day	£3,000
	Total £127,000

*An alternative funding source was set aside to support the Wythenshawe Games application.

<u>2019/20 Declined Applications</u>	Funding Requested
Manchester Folk Festival	£20,000
Greater Manchester Fringe Festival	£8,000
Nagar Kirtan	£2,000
Excavating The Reno	£19,968
Manchester International Textile Week	£1,250
Festival Of Nature	£5,000
International Music Festival	£15,000
International Women's Day – Well Being Day	£150

- 3.3 Whilst this year's community events programme has yet to be completed and fully evaluated, it is projected that by the end of the financial year the City Council's CEF investment will have supported 15 community event organisers to deliver 28 days of live events activity, attracting an estimated 275,000 attendees and participants and leveraging in the region of £750,000 of support funding.

4.0 2020/21 Community Events Funding

- 4.1 The City Council revenue funding available for Community events in 2020/21 remains at £156,500 for the ninth successive year, however, to facilitate growth in the programme an additional level of commercially generated income has been redirected back in to community events alongside the realignment of other funding opportunities. This promotes an 18% uplift in available Community Events Funding to £185,000 for investment in 2020/21.
- 4.2 The City Council will continue to fund the existing grant commitments / prescribed assignments from the available CEF budget not via the application process. This grant funding supports umbrella events with a reach across different communities eg International Women's Day, Holocaust Memorial Day and Armed Forces Day and facilitates small scale community parades/processions.
- 4.3 The balance of the budget is made available through the CEF application process. The assessment process for the Community Events Funding Programme 2020/21 is underway and 20 individual applications have been received. As in previous years the applications will be initially evaluated against the set criteria for funding.
- 4.4 The City Council will continue to provide its year on year support to established large scale annual community events, providing each event clearly continues to meet the needs of the target community and provides confidence that it is:
- set up right to meet the needs of the host community;
 - providing assurance that effective practices of governance and transparency are in place; and
 - is following best management practice to meet the demands of safely delivering the event.
- 4.5 Growth in the programme is primarily provided via the Tier 2 CEF allocation which is directed at new or developing community events. Recognising that is not financially viable to support all events, funding in this category will be provided to events that meet an identified gap in the Community Events programme or to recurring events that have sustainable growth potential.
- 4.6 Whilst the identified funding uplift in 2020/21 continues to facilitate a level of growth in the programme, the ongoing ambition remains to address how the programme can be refreshed year on year and how existing and new funding mechanisms can be targeted to build on the progress made in recent years. The opportunities to be reviewed include:
- the generation of income from additional commercial event activities that can be redirected to support Community Events
 - the realignment of other areas of funding to offset pressure on the available Community Events Fund.
 - Capacity building with the established community event organisers to improve their ability to attract or develop other sustainable funding

streams, reducing the need for the City Council to invest at the same level year on year.

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