



## **Executive**

Date: Wednesday, 19 October 2022

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 Antechamber**

Public access to the Council Antechamber is on Level 2 of the Town Hall Extension, using the lift or stairs in the lobby of the Mount Street entrance to the Extension. There is no public access from any other entrance.

### **Filming and broadcast of the meeting**

Meetings of the Executive are 'webcast'. These meetings are filmed and broadcast live on the Internet. If you attend this meeting you should be aware that you might be filmed and included in that transmission.

## **Membership of the Executive**

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### **Councillors**

Craig (Chair), Akbar, Bridges, Hacking, Igbon, Midgley, Rahman, Rawlins, T Robinson and White

## **Membership of the Consultative Panel**

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### **Councillors**

Ahmed Ali, Butt, Collins, Douglas, Foley, Johnson, Leech, Lynch and Stanton

The Consultative Panel has a standing invitation to attend meetings of the Executive. The Members of the Panel may speak at these meetings but cannot vote on the decisions taken at the meetings.

## Supplementary Agenda

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| <b>4. Our Manchester Progress Update</b><br>Report of the Chief Executive attached   | <b>All Wards</b><br>3 - 12                   |
| <b>13. Heart of Manchester Business Improvement District</b><br>Report of the Strategic Director (Growth and Development) and Deputy Chief Executive and City Treasurer attached | <b>Deansgate &amp; Piccadilly</b><br>13 - 30 |

## Further Information

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

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This supplementary agenda was issued on **Tuesday 18 October 2022** by the Governance and Scrutiny Support Unit, Manchester City Council, Level 2, Town Hall Extension, Manchester M60 2LA

**Manchester City Council  
Report for Information**

**Report to:** Executive – 19 October 2022

**Subject:** Our Manchester Progress Update

**Report of:** The Chief Executive

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**Summary**

The report provides an update on key areas of progress against the Our Manchester Strategy – Forward to 2025 which resets Manchester’s priorities for the next five years to ensure we can still achieve the city’s ambition set out in the Our Manchester Strategy 2016 – 2025.

**Recommendations**

The Executive is requested to note the update provided in the report.

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**Wards Affected:** All

<b>Environmental Impact Assessment</b> - the impact of the decisions proposed in this report on achieving the zero-carbon target for the city

<b>Equality, Diversity and Inclusion</b> - the impact of the issues addressed in this report in meeting our Public Sector Equality Duty and broader equality commitments

<b>Our Manchester Strategy outcomes</b>	<b>Summary of how this report aligns to the OMS/Contribution to the Strategy</b>
A thriving and sustainable city: supporting a diverse and distinctive economy that creates jobs and opportunities	The work to reset the Our Manchester Strategy considered all five of the Strategy’s existing themes to ensure the city achieves its aims. The themes are retained within the final reset Strategy, Forward to 2025.
A highly skilled city: world class and home grown talent sustaining the city’s economic success	
A progressive and equitable city: making a positive contribution by unlocking the potential of our communities	

A liveable and low carbon city: a destination of choice to live, visit, work	
A connected city: world class infrastructure and connectivity to drive growth	

**Full details are in the body of the report, along with any implications for**

- Equal Opportunities Policy
- Risk Management
- Legal Considerations

#### **Financial Consequences – Revenue**

None

#### **Financial Consequences – Capital**

None

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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.

*Executive Report – 17th February 2021 - Our Manchester Strategy – Forward to 2025*

## 1.0 Introduction

- 1.1 This is the latest in an ongoing series of reports highlighting examples of areas where strong progress is being made against key strategic themes identified in the Our Manchester Strategy.

## 2.0 Council support for Cost of Living emergency

- 2.1 The council has unveiled an £8m package of support in response to the cost of living crisis which could adversely affect up to 100,000 Manchester households this winter.
- 2.2 The money is being made available to support residents across the city through the expansion of welfare schemes, as well as helping to provide access to food.
- 2.3 The response has been inspired by the Council's work during the Covid-19 pandemic when emergency hubs were set up to help provide people with essentials. It also builds on the existing Anti-Poverty strategy and efforts to tackle inequalities and build an inclusive economy as well as the £34m included in the 2022/23 budget to work with residents, community groups and charities on anti-poverty measures.
- 2.4 To ensure the widest safety net possible will be created, the Council will also take the lead in organising a cost-of-living summit that will bring together partner organisations in Manchester, marshalling their resources and providing a united front to help residents at risk.
- 2.5 Extra support being made available to residents will include:
- Free school meals being expanded throughout the holiday period this winter.
  - The Local Welfare Fund being expanded in order to provide emergency hardship support.
  - Provision of dedicated call handlers who can help callers find a food offer, whether that is a foodbank, pantry service or other meal provision. Support will also be offered to ensure that food providers in the city have sufficient storage, and funding will be made available for culturally-appropriate food offerings.
  - A Cost of Living Advice Line has been launched allowing residents to contact the Council via phone, or online, to get advice on how to access support this winter. It operates Monday to Friday, 9am – 4pm. The hub, which functions in a similar way to the pandemic response by putting residents in touch with local support and advice services, can be contacted on 0800 023 2692.
  - A dedicated web page - [manchester.gov.uk/financialsupport](https://manchester.gov.uk/financialsupport) - has also been set up to clearly outline the Council's Welfare Provision Scheme offer, making it easy for residents who are financial difficulty or crisis to apply for grants and support.

- Another web page – [manchester.gov.uk/helpinghands](https://manchester.gov.uk/helpinghands) – has been live for several years signposting residents to a library of debt and money advice and support. The pages have been expanded to include additional resources across a range of topics that residents affected by the cost-of-living crisis are experiencing.
- 2.6 The Council will also continue to lobby central government on the urgent need to provide a Covid-like package of support to residents and businesses. Calls will also be made urging the government to increase the National Minimum Wage to match the Real Living Wage, and to increase Universal Credit and other benefits in line with inflation.
- 2.7 Helping people move into more highly paid and sustainable employment is one of the key elements of the Council’s new Work and Skills Strategy
- 2.8 Additionally, the Council and its health partners will be getting in touch with residents about Winter wellbeing information, including Flu and Covid-19 vaccination details set within help around food, heating and household bills linked to the Cost-of-Living crisis.

**Relates to Our Manchester Strategy themes:**

- Progressive and Equitable City
- Thriving and Sustainable City
- Highly Skilled City

**3.0 Living Wage City**

- 3.1 Manchester was recognised by the Living Wage Foundation at this month’s full Council meeting for its Making A Living Wage City action plan.
- 3.2 As part of the foundation’s Making Living Wage Places scheme, employers in the city are being encouraged to pay workers the real Living Wage (which is higher than the nationally set minimum wage) and become accredited as Living Wage Employers. This work is even more important in the context of the cost of living crisis.
- 3.3 The Manchester alliance consists of Living Wage accredited employers from across the public, private and third sectors as well as civil society representatives and includes the University of Manchester, Bruntwood, KPMG, Manchester International Festival, Greater Manchester Chamber of Commerce, MACC, One Manchester and Brighter Sounds.
- 3.4 Each of the alliance living wage institutions have agreed to a range of targets over the next three years as part of their commitment to support Manchester in becoming a Living Wage City. They will use their influence in their sectors to urge more organisations to become Living Wage accredited employers.
- 3.5 The Making a Living Wage City action plan sets out how the alliance intends to double the number of workers covered by Living Wage accreditation in

Manchester over the next three years. This would result in 4,000 extra workers being uplifted to the real Living Wage by 2025.

- 3.6 More than 160 employers in the city have already committed to ensure all their staff and subcontracted staff receive a real Living Wage of £10.90 an hour, significantly higher than the government-set minimum of £9.50.
- 3.7 The Council has been an accredited Living Wage Employer since 2019.

**Relates to Our Manchester Strategy themes:**

- Progressive and Equitable City
- Thriving and Sustainable City
- Highly Skilled City

**4.0 Climate Change Action Plan**

- 4.1 The latest quarterly update report on the Council's Climate Change Action Plan 2020-25 shows that we remain on target to halve the organisation's direct emissions by 2025, in line with the goal to become completely net zero carbon by 2038 or earlier.
- 4.2 For the Council to stay within its science-based organisational carbon budget, set by the Tyndall Centre at the University of Manchester, a 13% reduction in direct emissions – which relate to council buildings, streetlights, waste collection, operational vehicles and business travel – must be achieved.
- 4.3 Since 2018/19 the Council has remained within this carbon budget. Figures for the first three months of municipal year 2022/23 (April-June inclusive) showed that the Council had emitted 5,366 tonnes of CO<sub>2</sub> – 9% less than last year and just 22% of the total budget for the year which is 24,784 tonnes.
- 4.4 Other progress continues to be made as an organisation – for example a new sustainable travel officer is now in post in HROD to support reductions in business travel emissions and so is a zero carbon workforce development manager who is charged with helping embed carbon literacy across the workforce.
- 4.5 This latest CYCLOPS junction will join several others that have been successfully installed as part of the Manchester to Chorlton Cycleway.
- 4.6 Work is expected to continue until spring 2023. Visit [www.manchester.gov.uk/improvements](http://www.manchester.gov.uk/improvements) for more information on the project.

**Relates to Our Manchester Strategy themes:**

- Liveable and Zero Carbon City
- Thriving and Sustainable City

## 5.0 Mayfield Park

- 5.1 Manchester's first new city centre park in more than a century was officially opened on 22 September 2022, creating a new 6.5 acre green oasis in the heart of the city.
- 5.2 The new park – the first phase in the £1.5bn Mayfield masterplan which is creating a new sustainable, mixed-use neighbourhood close to Piccadilly train station – creates a family-friendly and inclusive green space with significant ecological benefits.
- 5.3 Built on the site of what was once the site of heavy industry at the height of the Industrial Revolution, Mayfield Park is now home to a diverse range of 140 mature and semi-mature trees, 120,000 plants and shrubs, a large lawned area, riverside walkways along the newly-opened up Irwell and the city's largest play area.
- 5.4 The park will act as a green lung for Manchester city centre. By recycling and reusing materials during the construction, more than 240 tonnes of CO2 have already been saved. The park's lawns and plants will benefit from a sustainable source of irrigation thanks to a series of functioning Victorian wells discovered during construction, saving one tonne of carbon per year and three million litres of water.
- 5.5 Mayfield Park was created by the public-private Mayfield Partnership with consists of the Council, Transport for Greater Manchester, regeneration specialist U+I and LCR, the UK Government's placemaking expert. In 2020 the park project secured £23m of investment from the Government's Getting Build Fund designed to support shovel-ready schemes to help stimulate economic recovery in the wake of the Covid-19 pandemic.

### **Relates to Our Manchester Strategy themes:**

- Thriving and Sustainable City
- Liveable and Zero Carbon City
- Progressive and Equitable City

## 6.0 Wythenshawe Cycle Hub

- 6.1 A state-of-the-art cycle hub opened at the end of last month (September 2022) in Wythenshawe Park.
- 6.2 The new space, located around the park's existing athletics track area, includes a pump track, a learn to ride area, mountain bike skills zone, woodland trails and a family trail.
- 6.3 With facilities for all ages and cycling abilities, the new hub is designed to encourage Manchester residents to get on their bikes and enable them to practice cycling in a safe, traffic-free environment.



- 6.4 It is hoped the hub will help motivate more Mancunians to learn how to cycle, to choose cycling as their mode of transport and, encourage people to take advantage of the cycle routes and e-bikes in and around the city.
- 6.5 The £1.55m facility was made possible with £500,000 from Sport England's Place 2 Ride Fund delivered in conjunction with British Cycling and the Department of Digital, Culture, Media and Sport as well as funding through the Council's Parks Development Programme.

**Relates to Our Manchester Strategy themes:**

- Liveable and Zero Carbon City
- Connected City
- Thriving and Sustainable City
- Progressive and Equitable City

**7.0 Victoria North**

- 7.1 Construction work has begun to deliver 274 low carbon homes – 130 of them for social rent – in Collyhurst as part of the transformative Victoria North project.
- 7.2 Ground has been broken on the first phase of development in Collyhurst Village and South Collyhurst – two of seven neighbourhoods which collectively represent one of the largest urban regeneration projects in the country.
- 7.3 The first phase of development will see the joint venture, which consists of the Council working with Far East Consortium (FEC) create 130 high quality homes for social rent and a new 1.3 hectare park for the benefit of everyone in the area as well as 2,000 sq ft of new commercial and retail space.
- 7.4 This phase of development includes more than £35m of public investment. Victoria North will deliver 15,000 homes to the north of the city centre over the next decade, at least 20% of them affordable housing.

**Relates to Our Manchester Strategy themes:**

- Liveable and Zero Carbon City
- Thriving and Sustainable City
- Progressive and Equitable City

**8.0 Women's Nighttime Safety Charter**

- 8.1 A new charter has been launched to help improve the safety of women in Manchester's night-time economy.
- 8.2 City businesses which operate at night-time are being encouraged to sign and pledge support to the Women's Nighttime Safety Charter, implemented by the Council, which sets out how organisations can prioritise the safety of women employees and customers at night.

8.3 The charter was launched at the end of September 2022 by Council Leader Cllr Bev Craig, London's Night Czar Amy Lamé and other stakeholders.

8.4 Businesses who sign up will be asked to pledge their support for seven commitments:

- *Appoint a Champion* - Nominate a champion in your organisation who actively promotes women's night safety.
- *Communicate* - Demonstrate to staff and customers that your organisation takes women's safety at night seriously, for example through a communications campaign.
- *Support your staff* - Remind customers and staff that Manchester is safe, but tell them what to do if they experience harassment when working, going out or travelling.
- *Support the public* - Encourage reporting by victims and bystanders as part of your communications campaign.
- *Training and responding* - Train staff to ensure that all women who report are believed.
- *Training: recording* - Train staff to ensure that all reports are recorded and responded to.
- *Design*: Designing space for safety

8.5 These steps are intended to help businesses identify and prevent the harassment of women as well as bring about a cultural change by putting the safety and wellbeing of female staff and customers at the heart of the night-time economy.

**Relates to Our Manchester strategy themes:**

- Thriving and Sustainable City
- Progressive and Equitable City

**9.0 Our Town Hall: Social Value**

9.1 With the Our Town Hall project to safeguard the Grade I-listed Town Hall building approximately half way through its 'construction' phase, it continues to report strong social value impacts which in many cases are exceeding its key performance indicators.

9.2 One of the project's key objectives is to create as much social value as possible for the city through its spending and employment practices – supporting local businesses and creating a legacy of skills, jobs and inspiration for Manchester residents.

9.3 It is not just meeting those targets but exceeding them, generating an estimated £13.1m worth of social value benefits. Almost 60% of its spending has been with Manchester-based businesses, compared to a target of 40%. And 45% of the workforce consists of local labour, against a 30% target. Some 237 new jobs have been created through the project with 40% of these filled

by Manchester residents. So far 75 apprenticeships (level two and three) have been created with 68 of them taken up by Manchester people, and a further 48 higher level apprenticeships. Our Town Hall has also provided 110 work placements and almost 6,000 hours of volunteering on community and charity projects in the city.

**Relates to Our Manchester Strategy themes:**

- Progressive and Equitable City
- Highly Skilled City

**10.0 COVID inquiry**

- 10.1 The COVID Inquiry opened in London on Tuesday 4<sup>th</sup> October chaired by Baroness Hallett.
- 10.2 The Council Chief Executive and Council Senior Management Team have been collating documentation in anticipation of the Inquiry. The inquiry will take a modular approach to its investigations: Module one will examine the resilience and preparedness of the UK for the Coronavirus pandemic; module two will examine core political and administrative governance and decision making; module three will investigate the impact of COVID including government and societal responses to it, on health care systems including patients, hospitals, health care workers and staff.
- 10.3 The Council Executive has received and endorsed a number of key documents over the time period of the pandemic including the Local Prevention and Response Plans and the Manchester Public Health Annual Report 2020/21. The Public Health Annual Report for 2021/22 will be presented to the Health and Wellbeing Board and Health Scrutiny Committee in November and contains detailed information on the city's response to the Delta variant in summer 2021 and the Omicron variant in winter 2021/22.
- 10.4 The Inquiry timetable and the process for calling in individuals and organisations to give evidence will emerge over the next three months.

**Relates to Our Manchester Strategy themes:**

- Thriving and Sustainable City
- Progressive and Equitable City

**11.0 Selective Licensing**

- 11.1 Consultation is taking place with the public and landlords on plans to expand Selective Licensing to eight new areas in five wards across the city.
- 11.2 There are already seven areas in which Selective Licensing is in operation to help improve standards in Manchester's private rented sector.

- 11.3 Councils are able to issue civil penalties of up to £30,000 or prosecute a landlord (with an unlimited fine) if they are not complying with the conditions of the licensing scheme. In extreme cases, Councils can also prevent the use of a property or assume control of a property.
- 11.4 Consultation is taking place on news areas in Cheetham (Esmond/Avondale; Heywood St/Cheetham Hill Road; Flat over shops on Cheetham Hill Road), Levenshulme (Matthews Lane), Longsight (The Royals), Moss Side and Whalley Range (Claremont Rd/Great Western St) and Rusholme (Birch Lane; Laidon/Dickenson.)
- 11.5 The consultation, which relates to more than 1,100 properties, runs until 14<sup>th</sup> December. If agreed, these new designations could come into effect in spring 2023.

**Relates to Our Manchester Strategy themes:**

- Thriving and Sustainable City
- Liveable and Zero Carbon City

**12.0 Contributing to a Zero-Carbon City**

- 12.1 Achieving Manchester's zero carbon target has been reflected throughout the work on the Our Manchester Strategy reset, with sustainability being a key horizontal theme throughout. Forward to 2025 restates Manchester's commitment to achieving our zero carbon ambition by 2038 at the latest.

**13.0 Contributing to the Our Manchester Strategy**

- 13.1 The reset of the Our Manchester Strategy will ensure that the city achieves its vision. The five themes have been retained in the reset Strategy, with the new priorities streamlined under the themes.

**14.0 Key Policies and Considerations**

- 14.1 There are no particular equal opportunities issues, risk management issues, or legal issues that arise from the recommendations in this report.

**15.0 Recommendations**

- 15.1 The Executive is requested to note the update provided in the report.

**Manchester City Council  
Report for Resolution**

**Report to:** The Executive – 19 October 2022

**Subject:** Heart of Manchester Business Improvement District (HoM BID)

**Report of:** Strategic Director – Growth & Development and Deputy Chief Executive and City Treasurer

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### Summary

This report outlines proposals for the new Heart of Manchester Business Improvement District. The Executive are asked to confirm that the proposals do not conflict with Council policy. They are also asked to put in place arrangements for the Chief Executive (as Ballot Holder) to hold the Heart of Manchester Business Improvement District ballot.

### Recommendations

The Executive is recommended to:-

1. Note the receipt of the new Heart of Manchester Business Improvement District 2023 – 2028 proposal from the BID proposer, the Heart of Manchester BID Company Limited (Company Number 08422906)
  2. Confirm that the proposals do not conflict with any policy formally adopted by, and contained in a document published by, the Council.
  3. Delegate to the Deputy Chief Executive and City Treasurer the authority to instruct the Ballot Holder to hold the HoM BID ballot.
  4. Note that if the BID is approved, The Deputy Chief Executive and City Treasurer will be responsible for collecting the HoM BID levy in accordance with the BID arrangements.
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**Wards Affected:** Deansgate & Piccadilly

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

The growth of the visitor economy within the regional centre will provide the opportunity for the sector to further support the prioritisation of active and sustainable modes of transport. The proposal also provides the opportunity to align with the city's active travel aspirations, continuing to provide attractive and safe walking and cycling infrastructure for visitors to the city.

**Equality, Diversity and Inclusion** - the impact of the issues addressed in this report in meeting our Public Sector Equality Duty and broader equality commitments

The Heart of Manchester BID is a proposal for The BID body (Heart of Manchester BID Ltd, an independent company limited by guarantee) to provide services as outlined in the HoM BID Proposal. A formal consultation process for the new BID took place at the beginning of 2022, with further consultations and open meetings run throughout 2022 (on and off-line) to ensure inclusion in the decision-making process and support for the proposals.

It has been considered that the proposal does not impact any protected or disadvantaged groups.

Manchester Strategy outcomes	Summary of how this report aligns to the OMS/Contribution to the Strategy
<p>A thriving and sustainable city: supporting a diverse and distinctive economy that creates jobs and opportunities</p>	<p>The Heart of Manchester (HoM BID) proposal would further develop Manchester's performance as a leading visitor destination of choice, for both work, business and leisure tourism.</p> <p>The HoM BID would seek to enhance the HoM BID footprint area, increasing footfall, supporting the city centre retail, employment and tourism offer to realise its full potential and enhancing the visitor experience for those travelling to the city.</p> <p>The HoM BID proposal will support Manchester's Economic Recovery and Investment Plan, enhancing the BID area supporting economic growth.</p>
<p>A highly skilled city: world class and home grown talent sustaining the city's economic success</p>	<p>Strengthening the city centre offer will safeguard the jobs of those employed within the city, in addition to supporting further investment which will create additional new employment opportunities for residents</p> <p>HoM BID proposes to develop and produce events, within the footprint of the BID area, aimed at attracting footfall to the city centre.</p>

<p>A progressive and equitable city: making a positive contribution by unlocking the potential of our communities</p>	<p>The aspiration of the HoM BID is to strengthen the city centre offer, which in turn has the potential to stimulate further investment, economic activity, and job opportunities for local residents within the regional centre.</p> <p>HoM BID events would recognise the diversity of residents and visitors, promoting equality, diversity and inclusion through events designed to celebrate the cultural capital of Manchester.</p>
<p>A liveable and low carbon city: a destination of choice to live, visit, work</p>	<p>The HoM BID proposal would enhance the physical environment through cleansing and operational support within the footprint of the HoM BID area, improving the visitor and resident experience within the city centre.</p> <p>The HoM BID would respond effectively to the climate emergency through work with levy-payers in line with aspirations for Manchester to achieve Zero Carbon by 2038.</p>
<p>A connected city: world class infrastructure and connectivity to drive growth</p>	<p>The city centre is an accessible destination that is well connected locally, regionally, and internationally.</p> <p>The aspiration of the HoM BID is to enhance the HoM BID footprint area within the city centre including the city welcome and overall visitor experience. City Hosts provided by HoM BID help to direct people around the city, promoting active travel, enhancing the walkability and connectivity to other areas of the city centre.</p>

Full details are in the body of the report, along with any implications for:

#### Equal Opportunities Policy

- Risk Management
- Legal Considerations

#### Financial Consequences – Revenue

If the HoM BID is approved, the Council's Revenue and Benefits Service will undertake the administration and collection of the levy. Any costs incurred for the administration and collection will be met by the Heart of Manchester BID Company Limited.

The cost for holding the ballot will be funded by the Heart of Manchester BID Company Limited.

There will be no direct financial support required from the City Council.

### **Financial Consequences – Capital**

None

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### **Background documents**

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 officers above.

None.



## 1.0 Introduction

- 1.1 In recent years the city centre, as the region's economic hub, has undergone transformational regeneration and benefitted from significant inward investment. This has underpinned Manchester's development as a leading international city to live, work, study and visit.
- 1.2 Footfall figures for the week commencing 26th September 2022 shows that in the city centre footfall was down 27.53% against the 2019 baseline, demonstrating that the Covid-19 pandemic continues to have a residual impact on the city centre. Intervention is needed to promote the economic resilience of the city.
- 1.3 This proposal relates to the third City Centre BID, to run from April 2023 for five years. It is focused on both the retail and office sectors (whereas its predecessor BIDs focused solely on retail).

## 2.0 HoM BID Proposal 2023-2028

- 2.1 In July 2012, a ballot was held to create Manchester's first Business Improvement District (BID) focused on retail. The ballot was successful, and the Manchester BID commenced operations in April 2013. The BID was created as a new not-for-profit company with an independent board. It covered 380 businesses in the core of the city centre, bringing together retail, food and beverage and related services. The initial BID lasted for five years, and after a period of consultation with key stakeholders and the existing BID members, a new proposal was approved for the second city centre BID to run for five years, from April 2018 until April 2023.
- 2.2 Following collaborative discussion, and consultation with the existing BID community and key stakeholders, the Heart of Manchester BID Company Limited, submitted a proposal for the third City Centre BID. The new HoM BID will now be focused on both retail and office, have an extended boundary and is proposed to run from April 2023 for five years. A copy of the BID proposal, which includes a map of the proposed BID area and a street list, is contained in the Appendix to this report.
- 2.3 Legislation allows for a BID to be set up once a vote (a "BID ballot"), with a majority in favour (both in terms of number and collective rateable value), has taken place. If approved in the BID ballot, the proposed HoM BID would be managed by an independent BID body, Heart of Manchester BID Ltd (a company limited by guarantee).
- 2.4 **Services to be provided:** The BID body will provide the following services:
  1. Events: developing and producing events within the footprint of the BID area, aimed to attract footfall to the city centre.
  2. Marketing: promote the city centre as a place to work, visit and shop.

3. Hosting Team: manage a team of city centre ambassadors providing a 360+ day service to visitors to the city centre.
4. Cleansing and operational support: provide a programme of cleansing services additional to those provided by statutory bodies. This is to include litter-picking, street cleaning and 'greening' (flower planting and maintenance).
5. Intelligence: maintain a range of data collection services, including on footfall, sales and dwell time within the city centre.
6. Environmental and Social projects: work with levy-payers to support charitable and supportive work in the city centre and to respond effectively to the climate emergency.

All BID services will be additional to the range of baseline services provided by Manchester City Council within the city.

**2.5 HoM BID Geographical Area:** The area to be covered within which the proposed BID arrangements are to have effect is shown in the map that is included in the BID proposal contained in the Appendix.

**2.6 Business within scope of the HoM BID area liable for BID Levy:** Liability for the BID levy will only arise in respect of hereditaments that are identifiable by the relevant billing authority as within the following VOA classifications and have a rateable value of £40,000 or more and are within the geographic boundary defined as the BID area:

- a. Bank and Premises
- b. Café and Premises
- c. Car Park and premises
- d. Food Court and Premises
- e. Kiosk
- f. Kiosk and Premises
- g. Leisure Centre and Premises
- h. Offices
- i. Offices and Premises
- j. Office, workshop and premises
- k. Public House and Premises
- l. Restaurant and Premises
- m. Shop and Premises
- n. Wine bar and premises

**2.7 Calculation of the BID levy:**

1. The levy rate to be paid by each hereditament is to be calculated as 1.7% of its rateable value as at each 'chargeable day' (1st April each year).
2. Hereditaments in Manchester Arndale without external frontages and ALL office premises (i.e. those within the class Offices') will pay a levy rate of 1.5 % of their rateable value. Charitable organisations, which receive

mandatory relief on their business rates, will have their levy reduced to 1% of rateable value. No other discounts or reductions shall apply.

3. Only properties or hereditaments with a rateable value of £40,000 or more will be eligible for payment of the BID levy. The maximum amount payable (the 'cap') in respect of any single hereditament will be £32,000 per annum.
4. After the full second year of operation, and annually for the remainder of the BID term, a flat rate increase of 2% per year will be applied to all levy rates, and to the cap. So, for example, in year three the levy rates would be 1.72%, and 1.52% and 1.02% and the cap would be £32,640.

**2.8 Financial management arrangements between HoM BID and Manchester City Council:** An Operating Agreement is in place between Manchester City Council and Heart of Manchester (BID) Ltd to cover the management of financial information between the two bodies, the transfer of funds, etc. It is anticipated that this agreement will be renewed, should the BID proposal be approved in the BID ballot.

### **3.0 The BID Ballot**

3.1 The HoM BID proposal has been submitted to the Council by the BID proposer, along with a formal notice requesting that the Council (as the relevant billing authority) instruct the Ballot Holder (i.e. Manchester's Returning Officer) to hold a BID ballot. If a BID proposer sends the Council BID proposals (and other required information) that meet the relevant legislative requirements (in particular, Regulation 4 and Schedule 1 of the Business Improvement Districts (England) Regulations 2004 (the "BID Regulations"), along with the notice referred to above, the Council must (under Regulation 5 of the BID Regulations) instruct the Ballot Holder to hold a BID ballot. It is proposed that authority to instruct the Ballot Holder is delegated by the Executive to the Deputy Chief Executive and City Treasurer.

3.2 If the Ballot Holder is instructed to hold a BID ballot, it is anticipated that the ballot will be conducted as follows:

- The day of the ballot will be Monday 12th December 2022, with the ballot period formally starting upon publication of the Notice of Ballot on Monday 31st October 2022.
- Relevant non-domestic ratepayers will be entitled, in respect of each of their hereditaments within the HoM BID area for which they would be liable for the BID levy, to one vote each in respect of the proposal.
- Civica Election Services, acting on behalf of the Ballot Holder, will dispatch ballot paper packs by post, to in scope non-domestic ratepayers by no later than Monday 14<sup>th</sup> November 2022. The ballot will close at 5pm on the 12<sup>th</sup> December 2022. Ballot papers received after 5pm on 12<sup>th</sup> December 2022 will not be counted.
- The result will be declared as soon as possible. For the proposal to be successful, the result will need to meet two statutory criteria which are:

- (a) of those ballots returned by the close, those voting in favour of the proposal must exceed those voting against it; and
- (b) of those ballot papers returned by the close, the total rateable value of those properties which vote in favour of the proposal, must exceed the total rateable value of those voting against. If most of the businesses vote 'yes,' both by number and by the collective rateable value, Manchester HoM BID will begin on April 1st, 2023, for a 5-year term.

#### **4.0 Recommendations**

4.1 The recommendations are set out at the front of this report.



**Heart of Manchester BID Proposal  
October 6<sup>th</sup> 2022**

**This proposal provides responses to Schedule 1 1. (1) of the BID Regulations (2004).**

**1. (1)a**

***“a statement of the works or services to be provided, the name of who will provide them (the name of the BID body or local authority BID body) and the type of body the provider is (whether a local authority, a company under the control of the authority, a limited company or a partnership)”***

The BID body (Heart of Manchester BID Ltd, an independent company limited by guarantee) will provide the following services:

- Events: developing and producing events within the footprint of the BID area, aimed to attract footfall to the city centre.
- Marketing: promote the city centre as a place to work, visit and shop.
- Hosting Team: manage a team of city centre ambassadors providing a 360+ day service to visitors to the city centre.
- Cleansing and operational support: provide a programme of cleansing services *additional* to those provided by statutory bodies. This is to include litter-picking, street cleaning and ‘greening’ (flower planting and maintenance)
- Intelligence: maintain a range of data collection services, including on footfall, sales, and dwell time within the city centre.
- Environmental and Social projects: work with levy-payers to support charitable and supportive work in the city centre and to respond effectively to the climate emergency.







## 1. (1)b

***“a statement of the existing baseline services (if any) provided by the relevant billing authority or other public authority”***

Baseline services are delivered by the local authority according to performance indicators agreed with clients and contractors.

## 1. (1)c

***“a description of the geographical area<sup>1</sup> (including a map showing that area) in which the proposed BID arrangements are to have effect.”***

2023-2028 Heart of Manchester BID Area: the dotted line on this map shows the boundary of the BID area. The shaded buildings show the CURRENT location of hereditaments within that area. For the avoidance of doubt a full, inclusive, list of streets (with relevant numbers where only partial streets are to be included in the BID area) follows.



## 2023-28 BID List of Relevant Streets:

<b><u>BID Streets 2023-2028</u></b>	<b><u>Even numbers</u></b>	<b><u>Odd numbers</u></b>
Back Pool Fold		
Barton Arcade		
Barton Square		
Brown Street	2 - 46	1 - 43A
Chapel Walks		
Cheapside		
Concert Lane		
Corporation Street		15 - 15A
Corporation Street		Unit GG
Cross Street	2 - 62	1 - 35
Deansgate	48 - 58	1 - 95
Deansgate	98 - 116	
Exchange Square		
Exchange Street		
Fountain Street	2 - 52	1 - 53
Half Moon Street		
Kent Street		
King Street		
Marble Street		
Market Street		
Marriott's Court		
Meal Street		
Marsden Street		
Milk Street		
Mosley Street	2 - 56	
New Cathedral Street		
New Market Lane		
New Market		
Norfolk Street		
Old Bank Street		
Pall Mall		
Pall Mall Court		
Phoenix Street		
Piccadilly		1 - 17
Police Street		
Ridgefield		
Royal Exchange		
Royal Exchange Arcade		
Sickle Street		
Spring Gardens	2 - 56	1 - 57
St Ann's Alley		
St Ann Street		
St Ann's Churchyard		



St Ann's Passage  
 St Ann's Place  
 St Ann's Square  
 St Mary's Gate  
 Sussex Street  
 West Mosley Street  
 York Street

**1. (1)d&e**

***“a statement of whether all non-domestic ratepayers in the geographical area or a specified class of them are to be liable to the BID levy, an explanation of how the amount of the BID levy to be levied is to be calculated and an explanation of whether any of the costs incurred in developing the BID proposals, holding of the ballot or implementing the BID are to be recovered through the BID levy”***

***“a statement of the specified class of non-domestic ratepayer (if any) for which and the level at which any relief from the BID levy is to apply”***

Subject to the rules that follow, those hereditaments (rateable commercial units) within the proposed BID area that will be subject to the BID levy will be limited to the following VOA Classifications:

Bank and Premises  
 Betting Shop and premises  
 Café and Premises  
 Café Bar and Premises  
 Car Park and premises  
 Food Court and Premises  
 Kiosk  
 Kiosk and Premises  
 Hairdressing salons and premises  
 Leisure Centre and Premises  
 Offices  
 Offices and Premises  
 Office, workshop, and premises  
 Public House and Premises  
 Restaurant and Premises  
 Shop and Premises  
 Wine bar and premises

1. The levy rate to be paid by each hereditament is to be calculated as 1.7% of its rateable value. The levy will be charged in line with the NNDR system. The levy charged for the five-year period of the BID will be based on the rateable value as of 1<sup>st</sup> April 2023.
2. Thereafter, and throughout the duration of the BID Term, no further account will be taken of national rating revaluations.
3. The exception to the above is where a revised rateable value is applied because of any change of use or a physical change to a hereditament including, inter alia, new

construction, merger, subdivision, extension, and refurbishment. In such circumstances, the revised rateable value will be used from the date of the change.

4. If a hereditament is shown in the ratings list for the first time, the rateable value shown in that list will be used for the remainder of the term from the date of entry.
5. Hereditaments in Manchester Arndale without external frontages and all office premises (i.e., those within the classes 'Offices, Offices and Premises, Offices, workshop, and premises') will pay a levy rate of 1.5 % of their rateable value. Charitable organisations, which receive mandatory relief on their business rates, will have their levy reduced to 1% of rateable value. No other discounts or reductions shall apply.
6. Only properties or hereditaments with a rateable value of £40,000 or more will be eligible for payment of the BID levy. The maximum amount payable (the 'cap') in respect of any single hereditament will be £32,000 per annum
7. After the full second year of operation, and annually for the remainder of the BID term, a flat rate increase of 2% per year will be applied to all levy rates, and to the cap. So, for example in year three the levy rates would be 1.72%, and 1.52% and 1.02% and the cap would be £32,640.
8. The number of properties or hereditaments liable for the levy has been calculated at approximately 600.
9. The ratepayer of untenanted hereditaments will be liable for payment of the levy.

#### 1.(1)f

***“a statement of whether the BID arrangements may be altered without an alteration ballot and, if so, which aspects of the BID arrangements may be altered in this way.”***

Apart from as noted above (the annual inflationary increase to the BID levy due from Year 3 onwards), no elements of the BID arrangements may be altered without an alteration ballot.

#### 1.(1)g&h

***“a statement of the duration of the BID arrangements; and***

***a statement of the commencement date of the BID arrangements (and the BID proposals shall specify how many days after the notice of the result is published pursuant to paragraph 17 of Schedule 2, the BID arrangements will commence, and such commencement date shall be no later than a year after the date of that notice)”***

The term of the BID will commence on 1<sup>st</sup> April 2023 and last for five years.

**Regarding Section 4 of the BID Regulations:****4.2. (a) i (aa)**

We started the formal consultation process for the new BID at the beginning of 2022, with a survey returned by just under 50% of levy-payers. Throughout the year we have run shadow boards (on and off-line), consultation workshops and open meetings to discuss potential objectives and the future business plan.

Feedback from these meetings and discussions has shaped this business plan and directed us to focus much more heavily on operational delivery and on the ESG agenda.

By the end of the consultation process around two-thirds of businesses liable for the levy will have attended one of these sessions, been talked to individually or received a mailing about the BID and the process.

In the period leading up the ballot, we will continue to provide regular updates and chances to feed into the final plans. During September, there will be a mailing of office tenants, and further mailings of retail and hospitality businesses.

**4.2 (a) i (bb)**

The proposed business plan (including the estimated cashflow, an estimate of the predicted revenue to be generated and the predicted expenditure to be spent under the BID arrangements, the predicted budget over the duration of the BID arrangements and the contingency margin included in the budget).

The financial statements are below: this includes cashflow, revenue and projections, and contingency.

**4.2. (a) i (cc)**

***“financial management arrangements for the BID body, and the arrangements for periodically providing [the relevant billing authority] [the lead authority] with information on the finances of the BID body”***

An Operating Agreement is in place between MCC and Heart of Manchester (BID) Ltd to cover the management of financial information between the two bodies, the transfer of funds, etc.

## Financial Statements

**Heart of Manchester Budgets**  
**2023-2027****2023 - Year**  
**1****2027 - Year**  
**5****Income**Levy Income  
Additional Income

1,700,000.00 1,795,000.00

*Based on 97% collection rate plus  
2% inflationary increase Y3 - Y5***Total Income****1,700,000.00 1,795,000.00**

Events, Support and Marketing

530,000.00 543,000.00

*Based on 6 events per year plus  
campaigns plus staff*

Operational Support

350,000.00 354,000.00

*Based on operational support,  
cleaning of BID area plus staff*

PR and Marketing

100,000.00 100,000.00

*Based on PR/Comms, provision  
of sales data, mystery shopping  
event and working closely with  
MM*

Hosting Team and Core Staff

360,000.00 382,000.00

*Based on hosting presence 363  
days per year  
BID Manager and support staff*

ESG and campaigns

60,000.00 60,000.00

*Developing range of campaigns*

Admin and core costs

250,000.00 250,000.00

*Office and management costs  
shared with CityCo***Total costs****1,650,000.00 1,689,000.00***Staffing costs based on 2%  
annual pay increase*

Reballot

0.00 65,000.00

*Provision for reballot 2027*

Contingency

50,000.00 40,000.00

Surplus

0.00 1,000.00





125 metres

Experian Goad Plan Created: 11/10/2022  
Created By: CityCo



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