



## **Executive**

Date: Wednesday, 12 September 2018  
Time: 10.00 am  
Venue: Council Chamber, Level 2, Town Hall Extension

Everyone is welcome to attend this committee meeting.

### **Access to the Council Chamber**

Public access to the Council Chamber 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. That lobby can also be reached from the St. Peter's Square entrance and from Library Walk. **There is no public access from the Lloyd Street entrances of the Extension.**

### **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**

Leese (Chair), Akbar, Bridges, Craig, Murphy, Murphy, Ollerhead, Rahman, Stogia, Richards, Karney, Leech, M Sharif Mahamed, Sheikh, Midgley, Ilyas, Taylor and S Judge

## **Membership of the Consultative Panel**

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### **Councillors**

Karney, Leech, M Sharif Mahamed, Sheikh, Midgley, Ilyas, Taylor and S Judge

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 decision taken at the meetings.

## Agenda

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- 1. Appeals**  
To consider any appeals from the public against refusal to allow inspection of background documents and/or the inclusion of items in the confidential part of the agenda.
- 2. Interests**  
To allow Members an opportunity to [a] declare any personal, prejudicial or disclosable pecuniary interests they might have in any items which appear on this agenda; and [b] record any items from which they are precluded from voting as a result of Council Tax/Council rent arrears; [c] the existence and nature of party whipping arrangements in respect of any item to be considered at this meeting. Members with a personal interest should declare that at the start of the item under consideration. If Members also have a prejudicial or disclosable pecuniary interest they must withdraw from the meeting during the consideration of the item.
- 3. Minutes**  
To approve as a correct record the minutes of the meeting held on 25 July 2018, copy enclosed. 5 - 26
- 4. Proposals for a Resident Parking Policy** **All Wards**  
The report of the Operational Director of Highways is enclosed. 27 - 40
- 5. Manchester Homeless Strategy** **All Wards**  
The report of the Strategic Lead for Homelessness is enclosed. 41 - 66
- 6. Proposed Changes to the Council Tax Support Scheme** **All Wards**  
The report of the City Treasurer is enclosed. 67 - 98
- 7. The Transport for Greater Manchester Committee** **All Wards**  
The report of the City Solicitor is enclosed. 99 - 104
- 8. Capital Programme Update** **All Wards**  
The report of the City Treasurer is enclosed. 105 - 112

## Information about the Executive

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The Executive is made up of ten Councillors: the Leader and two Deputy Leaders of the Council and seven Executive Members with responsibility for: Children Services; Finance & Human Resources; Adult Services; Schools, Culture & Leisure; Neighbourhoods; Housing & Regeneration; and Environment, Planning & Transport. The Leader of the Council chairs the meetings of the Executive

The Executive has full authority for implementing the Council's Budgetary and Policy Framework, and this means that most of its decisions do not need approval by Council, although they may still be subject to detailed review through the Council's overview and scrutiny procedures.

It is the Council's policy to consult people as fully as possible before making decisions that affect them. Members of the public do not have a right to speak at meetings but may do so if invited by the Chair.

The Council is concerned to ensure that its meetings are as open as possible and confidential business is kept to a strict minimum. When confidential items are involved these are considered at the end of the meeting at which point members of the public and the press are asked to leave.

Joanne Roney OBE  
Chief Executive  
Level 3, Town Hall Extension,  
Albert Square,  
Manchester, M60 2LA

## Further Information

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For help, advice and information about this meeting please contact the Committee Officer:  
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This agenda was issued on **Tuesday, 4 September 2018** by the Governance and Scrutiny Support Unit, Manchester City Council, Level 6, Town Hall Extension (Mount Street Elevation), Manchester M60 2LA.

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## The Executive

### Minutes of the meeting held on 25 July 2018

Present: Councillor Leese in the Chair

Councillors: Akbar, Bridges, Craig, N Murphy, S Murphy, Ollerhead, Rahman, Richards and Stogia

Also present as Members of the Standing Consultative Panel:

Councillors: Sharif Mahamed, Ilyas, S. Judge, Leech, Midgley, Sheikh, Taylor

#### Exe/18/073 Minutes

##### Decision

To approve the minutes of the meeting held on 11 July 2018 as a correct record.

#### Exe/18/074 Northern Gateway - Draft Strategic Regeneration Framework

The area then defined as the “Northern Gateway” extended in a north-eastern arc from Victoria Station, taking in the neighbourhoods of NOMA, the Lower Irk Valley, New Cross and Collyhurst. This area covered 155 hectares, running from the City Centre to the intermediate relief route (Queen’s Road). It was bisected by the key arterial roads to Rochdale and Oldham, and the main trans-Pennine rail line and northern metrolink routes.

Plans for the regeneration of this area have been under consideration for some years. Approval had been given in September 2015 to identify and appoint a private sector investor and delivery partner to work alongside the council to unlock and deliver the significant residential potential of an area (Minute Exe/15/099). In March 2017 it was reported that the development partner had been found – the Far East Consortium International Ltd (Minute Exe/17/065). In March 2018 we noted the progress that was being made in the production of a draft SRF and Masterplan for the area (Minute Exe/18/028).

A report now submitted by the Strategic Director (Development) explained in detail the proposals set out in the draft of the Strategic Regeneration Framework. That draft document had been developed such that it was now appropriate for the proposals to be the subject of public consultation. A copy of the Executive Summary of the Framework was appended to the report.

This regeneration would lead to the creation of 15,000 new homes over a 15 to 20 year period. The objectives for the area as set out in the report were:

**Building Residential-led City Neighbourhoods:** creating inter-connected and sustainable neighbourhoods that offer a balanced mix of housing types and tenures

**Delivering Social and Community Infrastructure:** to deliver sustainable and liveable neighbourhoods to support the population growth planned for the area, incorporating education, health services, retail, parks, sports and leisure.

**A Sustainable Movement Framework and Improving Transport Connectivity across the Northern Gateway and Beyond:** to ensure that neighbourhoods are well connected and served by good quality pedestrian, cycle and public transport routes.

**Creating Manchester's City River Park and create a network of linked green open spaces:** harnessing the natural assets of the River Irk and the Irk Valley to create an exemplar series of connected green spaces from Angel Meadow to Queen's Park – and linked across through Sandhills to Collyhurst Village.

**Urbanising Rochdale Road:** Rochdale Road is a primary arterial route into and out of the city centre but it currently acts as a physical barrier restricting cross-movement and connectivity of pedestrians, cyclists and vehicles.

**Building on the best of what is already there:** the character of the Northern Gateway is profoundly influenced by the area's existing assets: the post-industrial legacy of railway structures and the remaining buildings of significance and/or architectural quality.

**Promoting Place Management and Design Quality:** the neighbourhoods will form an active part of the extended city centre, with each reflecting their own distinct character and identity, and high quality public realm.

**Planning for a Low Carbon Future:** neighbourhoods that can thrive in Manchester's Zero Carbon future, in accordance with the ambition reflected in the Our Manchester Strategy and the Manchester Climate Change Strategy 2017-2050.

The report explained that the intention was now for an extensive period of consultation over August and September, with a report on the outcome of the consultation to be reported later in 2018.

The report considered in March 2018 had also explained that consideration had been given to bringing forward a first phase of residential development within the Collyhurst area, which could be delivered in a 2 to 3 year period. This report explained that in order to progress that idea, the Council had been in dialogue with Government and Homes England regarding a funding contribution towards supporting this initial phase of housing development. In March 2018 the Government had announced a commitment to provide £10.25m for Collyhurst. This resource, together with Housing Revenue Account investment, would enable a first phase of development, comprising homes for market sale and up to 110 housing units for social rent to be delivered in Collyhurst. Options for the location of this first phase were being drawn up for consideration by councillors in advance of detailed consultations being undertaken with local residents as part of the wider SRF consultation.

We noted that the Economy scrutiny Committee had also considered these proposals at a recent meeting and had endorsed the recommendation in the report (Minute ESC/18/30).

## Decisions

1. To endorse the draft Northern Gateway Strategic Regeneration Framework as a basis for public consultation.
2. To note that the outcomes of the consultation exercise will inform a final version of the SRF to be brought back to a future meeting of the Executive for approval and adoption.
3. To note that proposals for a first phase development area in Collyhurst will be consulted upon as part of the SRF consultation exercise with a formal planning application expected to be submitted within the next 12 months.

## **Exe/18/075 First Street Development Framework Update 2018**

In July 2012 we had considered and endorsed the revised and updated First Street Development Framework (Minute Exe/12/082). In July 2015 we considered a report that provided an update on the implementation of that Framework and which had proposed a number of revisions to it (Minute Exe/15/087). We had agreed then that there should be public consultation on these proposed changes. In November 2015 we had considered the outcome of that consultation and approved the updated First Street Development Framework (Minute Exe/15/125).

A report submitted by the Strategic Director (Development) explained that the development proposals for the area had continued to evolve as more and more of the original proposals were implemented. Therefore a further revised draft Development Framework had been prepared. The 2015 Framework had identified four core areas:

- First Street North - anchored by the major new cultural facility, HOME, and providing the footfall and amenities to attract occupiers to the rest of the site.
- First Street Central - a new office destination, providing flexible accommodation targeted at a range of commercial occupiers.
- First Street South – the opportunity to provide a quality residential offer to enhance and reinforce the wider neighbourhood, providing footfall and spending power.
- Creative Ribbon – the opportunity to build on the existing cultural facilities in the area, and the anchor provided by HOME, to further grow the creative business sector, and establish First Street as a new cultural district within the city centre.

The draft Development Framework now being proposed sought to update the development principles for the First Street Central area only. Those of the other three areas were unchanged from 2015. It was explained that plots 9 and 10 of the

masterplan were expected to form the next phase of development in the area and had been subject to further viability and design analysis. An increased scale and density of commercial development was now proposed on these two plots with buildings of up to 17 storeys on plots 9a and 10a, and 10-12 storeys on plots 9b. This would increase the density of office provision within First Street Central from 2.1 million to 2.47 million square feet, maximising the potential growth and employment benefits to be derived from the site.

The intention was for there to be a period of public consultation on these revised proposals, with the outcome of that consultation being reported to a future meeting. That was agreed.

### **Decisions**

1. To endorse in principle the draft Development Framework for the First Street area.
2. To request the Chief Executive undertake a public consultation exercise on the Development Framework with local stakeholders, and report on comments received to a future meeting.

### **Exe/18/076 Financial Support for Care Leavers Including a Council Tax Discount**

The Council has the discretion to reduce Council Tax liability for individuals or prescribed groups. This discretion is exercised in accordance with section 13 A (1) (C) of the Local Government Finance Act 1992. Under that discretion, in July 2017 we had agreed to provide up to 100% discount of the Council Tax that is due to care leavers who live in the city aged 18, 19 and 20 years, up to the date of their 21st birthday (Minute Exe/17/106). A policy to that effect had been approved at that time.

A report now submitted by the City Treasurer proposed revisions to this scheme. It explained that since the present approach had been agreed there had been further proposals that existing provision should be extended up until the date of the care leaver's 25th birthday. Those included:

- Legislation coming into force from April 2018, requiring all councils to have a documented care leavers' offer, including the right to ask for a personal assistant up until aged 25; and
- the inclusion of this in the Executive priorities (Minute Exe/18/061) and GM Mayoral priorities for the year ahead; and
- on-going work across Greater Manchester on an improved offer to care leavers.

The intention was for this change to be implemented by all ten of the unitary councils in the Greater Manchester area by means of a common protocol developed jointly by all the Councils. The report detailed how such a change could be incorporated into the Council's policy and explained that the likely cost could be managed within the existing budget provision for providing these discounts. The report also set out an equality impact assessment of the proposed change. That concluded that this proposal would result in more favourable treatment being applied to care leavers



living in the city in order to advance equality of opportunity, with the overall aim of removing financial barriers, resulting in increased opportunities for employment, education and or training as well as increase financial well-being and inclusion.

We noted that the Resources and Governance Scrutiny Committee had also considered these proposals at a recent meeting and had endorsed the recommendation in the report (Minute RGSC/18/39).

## Decisions

1. To support the proposal set out in the proposed Greater Manchester protocol.
2. To agree that the following changes be made to Manchester City Council policies:

For any bills or charges relating to the 2018/19 financial year, the Council will award a Council Tax discount to care leavers of up to 100% of the Council Tax that is due, subject to the following points:

- The discount will apply until the care leaver reaches their 25th birthday.
  - If the care leaver is joint and severally liable or becomes a member of a household where an exemption or discount is in place, such as a Single Person Discount or Student Exemption, the presence of the care leaver should be ignored so that the exemption/discount is not affected.
  - Care leavers up to their 25th birthday are included as a specific vulnerable group in the Council's discretionary financial support policies including the Welfare Provision Scheme, the Discretionary Council Tax Support Scheme and the Discretionary Housing Payment scheme.
  - For the purposes of this report, a care leaver is defined as an individual whom any Council has Corporate Parent responsibilities for. The care leaver should be resident in the Manchester area and have been in the care of a local authority (looked after) for at least 13 weeks since the age of 14 and who was in care on their 16th birthday.
  - This decision is effective from the beginning of the 2018/19 financial year and, as such, any awards would be backdated to 1 April 2018 where appropriate. Care leavers who become responsible for Council Tax after this date will be granted the discount from the date of occupation.
  - The Council has discretion to backdate the care leavers discount to April 2017 and this discretion is delegated to the Director of Customer Services and Transactions or their nominated representative. Each request will be considered on its own merits.
3. To note and approve the new policy document to support this scheme that was appended to the report.

## **Exe/18/077 Global Revenue Monitoring Report to end of May 2018**

A report was submitted to provide a summary of the position of the 2018/19 revenue budget at the end of May 2018. The report gave details of the projected variances to budgets, the position of the Housing Revenue Account, Council Tax and business

rate collection, revised prudential borrowing indicators, and the state of the Council's contingency funds. Projecting forward from the position at the end of May 2018 it was forecast that by the year-end in March 2019 the revenue budget would be overspent by £13.749m. The report explained that the projected overspend was predicted to mainly arise in the children and adult social care budgets. More children than predicted were requiring residential placements, and external foster care placements had remained static rather than the planned-for decrease. In the adult social care budgets there was an increase in need with more costly care driven by a number of people with more complex needs, national living wage, discharge from hospital and continuing health care pressures.

It was explained that the Strategic Management Team had drawn up a budget recovery plan that included a range of measures in the current financial year to control spending and future commitments. The council was to work closely with colleagues in Manchester Health and Care Commissioning to determine the position across Health and Social Care. The work would also consider any unapplied one-off resources for this financial year and how these could be deployed. That plan was expected to reduce the projected over-spend to between £5m and £7m. Further actions would be identified for the remainder of the projected overspend.

The report proposed a number of budget virements to reallocate funds between areas of the Council's work. These were agreed:

- £10.352m for the transfer of responsibility for Health Visitors from Children's Services to Public Health.
- £4.193m for the transfer of the Performance, Research and Intelligence budgets from Corporate Services to Chief Executive's due to the change in reporting arrangements approved by the Personnel Committee (Minute PE/18/16).
- £3.066m adjustment between Children's Services and Adult Services in respect of business support costs to correctly apportion the cost across both directorates.
- £1.036 for the increase in the vacancy factor from 2.0% to 2.5% across all Directorates' pay budgets.
- £250K transfer for additional annual leave savings income target transferred from Cross Cutting Savings to Chief Executives budgets.
- £362K transfer of budget for Lord Mayor's and Civic functions from Executive Team to Communications Team.

When setting the 2018/19 budget the Council has agreed to hold some funds for contingencies, and other money that was to be allocated throughout the year. The report proposed the use of some of these budgets to be allocated and some of the contingency funds. These were agreed:

- The budget had proposed a shift in the use of external foster care and an increase in use of internal foster carers, Special Guardianship Orders, and the numbers of adoptions. A part of those changes was to be a more attractive offer for internal foster carers, an increase in-house foster care rates by 2%. That would require a further £306k, to be funded from the budget to be allocated for pay inflation.
- £710k allocation for the annual fee increase for homecare and residential care and £235k annual fee increase for nursing providers. Also, £4.26m allocated from the Real Living Wage funding for the increase in fee paid to homecare providers so they can pay staff the real living wage. A further £475k allocated from the non-

pay inflation budget to cover the costs of the non-framework homecare provision, where the framework was not able to provide the hours required.

- £490k from the Waste Contingency for additional street cleaning resource outside the contract with Biffa to address service requests in relation to fly tipping, dog fouling and hazardous waste, and an increase in street cleansing activity attributable to rough sleepers.

The report also addressed use of the Council reserves. It explained that the draw-down of £1.995m of reserves had been requested. These were approved:

- Enterprise Zone (EZ) Reserve – £75K each year for five years to fund a Growth Manager post.
- English Partnership Reserve - £346k for the demolition of two buildings, Former Hall and Rogers Warehouse and 366/368 Ashton New Road
- Town Hall Project Reserve – An additional £1.574m drawdown in addition to the £2.879m approved in the 2018 budget.

The report also explained that notification had been received in relation to specific external grants, the use of which had not confirmed as part of the 2018/19 budget setting process. Approval was given to the use of these funds:

- £199k for the Intelligent Urban Energy Marketplace for the period August 2018 to February 2021 to build on the work undertaken in the Triangulum project and the deployment of electronic vehicles by the University of Manchester and Manchester Metropolitan University as well as supporting the adoption of electronic vehicles by Manchester City Council.
- £30K from the Skills for Care Workforce Innovation Fund to benefit the Health and Social Care system to contribute the development and delivery of a system-wide strengths-based development programme.
- £418K Sleeping Rough Grant to support the three key areas of the City's new Homelessness strategy; increasing prevention, improving temporary and supported accommodation and increasing access to settled homes.

## Decisions

1. To note the report.
2. To approve the proposed virements as set out above.
3. To approve the use of budgets to be allocated and contingency as set out above.
4. To approve the use of reserves in addition to that already planned of £1.995m, which includes the Town Hall Reserve as set above.
5. To approve the use of additional grants as set out above.

## Exe/18/078 Capital Programme Monitoring

The City Treasurer's report informed us of the revised capital budget 2018/19 to 2023/24 taking account of agreed and proposed additions to the programme, profiling

changes, and the latest estimates of forecast spend and resources for the 2018/19 capital programme. The report explained the major variations to forecast spend, and any impact that variations had on the five-year Capital Programme.

Appended to the report was a schedule of projects within the overall capital programme where the allocations needed to be revised and funding allocations vired between projects. The appendix showed the virement needed for each scheme and each project. We agreed to recommend to the Council the proposed virements greater than £500,000, as set out in the appendix to these minutes. The virements of less than £500,000 we approved.

Also appended to the report was a full schedule of all projects within the Capital Programme which set out the agreed budget for each project from 2018/19 to 2023/24.

### Decisions

1. To recommend that Council approve the in-year budget transfers over £0.5m between capital schemes to maximise use of funding resources available to the Council as set out in the appendix to these minutes.
2. To note that approval of movements and transfers to the full capital programme, including projects on behalf of Greater Manchester, will reflect a revised total capital programme budget of £602.4m and a latest full year forecast of £579.5m. Expenditure to date is £54.5m.
3. To agree that the capital budget be amended to reflect movement in the programme, attributable to approved budget increases and updates to spending profiles.
4. To approve the in-year budget transfers below £0.5m between capital schemes to maximise use of funding resources available to the Council as set out in the appendix to these minutes.
5. To note that capital resources will be maximised and managed to ensure the capital programme 2018/19 remains fully funded and that no resources are lost.
6. To note that approval of movements and transfers to the Manchester City Council capital programme will reflect a revised capital programme budget of £457.0m and a latest full year forecast of £437.7m. Expenditure to date is £33.2m.
7. In relation to projects carried out on behalf of Greater Manchester, to agree that the capital budget be amended to reflect movement in the programme, attributable to approved budget increases and updates to spending profiles.
9. To note that approval of movements and transfers to the Greater Manchester capital programme will reflect a revised capital programme budget of £145.4m against a latest full year forecast of £141.8m. Expenditure to date is £21.3m.

## **Exe/18/079 Capital Programme Update**

A report concerning requests to increase the capital programme was submitted. We agreed to recommend two changes to the Council and approved ten other changes under delegated powers. These changes would increase Manchester City Council's capital budget by £1.346m in 2018/19, and decrease the capital budget by £0.374m in 2019/20.

The report also addressed the provision of homes for homeless families. In March 2018 we had approved capital expenditure of £5m that would attract match funding from seven Registered Housing Providers to deliver approximately 70 units of settled accommodation across the city for larger families currently in temporary accommodation (Minute Exe/18/045). The Council's intention at that time had been to secure the first charge on the property for its 35% contribution to each purchase. However, these properties were to be included on the respective Registered Provider's balance sheet with a charge against a property applied by the Registered Provider's funders. We therefore agreed that the Council would hold a second charge on properties in the circumstance where the Registered Provider had applied a charge on the property to secure funding. The risks this created were explained in the report, as was the mitigation that would be applied.

### **Decisions**

1. To recommend that the Council approve the following changes to Council's capital programme:
  - (a) ICT – New Intranet. A decrease in the capital budget of £0.270m in 2018/19 and £0.293m in 2019/20 and the transfer of these values to the revenue budget, funded by capital fund.
  - (b) Strategic Development - Lincoln Square. A capital budget allocation and transfer of £1.200m in 2018/19 from the Sustaining Key Initiatives budget, funded by borrowing.
2. To approve the following changes to Council's capital programme:
  - (a) ICT - IRIS Migration. A decrease in the capital budget of £0.014m in 2018/19, and the transfer to the revenue budget, funded by capital fund.
  - (b) ICT – GDPR. A decrease in the capital budget of £0.080m in 2018/19 and £0.081m in 2019/20 and the transfer to the revenue budget, funded by capital fund.
  - (c) Growth and Neighbourhoods - Age Friendly Benches. An increase to the capital budget of £0.018m in 2018/19, funded by a Section 106 contribution.
  - (d) Adult Education – Greenheys Toilets. An increase to the capital budget of £0.67m in 2018/19, funded by Revenue Contribution to Capital (RCCO).

- (e) Growth and Neighbourhoods – Somme Memorial. A virement of £0.030m in 2019/20 from the Parks Investment Programme, funded by borrowing.
- (f) Housing – Disabled facilities Grant. An increase to the capital budget of £0.578m in 2018/19, funded by external grant.
- (g) Redrow Housing. An increase to the capital budget of £0.300m in 2018/19, funded by capital receipts from property sales.
- (h) Children’s – Schools Capital Maintenance. A capital budget allocation and transfer of £0.111m in 2018/19 from Schools Capital Maintenance Unallocated budget, funded from external grant.
- (i) Our Town Hall - Coroners Audio Visual Equipment. An increase to the capital budget of £0.069m in 2018/19, funded by a £0.069m Revenue Contribution to Capital.
- (j) Strategic Development - Brazennose House. An increase to the capital budget of £0.678m in 2018/19, funded by £0.650m capital receipts and £0.028m capital fund.
3. To note and agree that the Council's contribution for the Settled Accommodation for Homeless Families scheme will be a second charge, with the Registered Provider funder taking the first legal charge.

### **Exe/18/080 Chorlton – New Development Opportunities**

In July 2017 we had considered three potential opportunities to promote new residential growth within the Chorlton area (Minute Exe/17/101). Those were the site of the former Leisure Centre in Chorlton; the Chorlton Cross Shopping Centre; and a site on Ryebank Road that had been once part of the Manchester Metropolitan University estate. At that time we had agreed the steps needed for the Council to dispose of the former Leisure Centre site. We had also endorsed both the draft Chorlton Cross Development Framework and the draft Ryebank Road Development Framework for further public consultation, stressing that the consultation had to be successful and engage the community, residents and business in the area, and involve the local councillors.

The Strategic Director (Development) now submitted a report on the outcome of the consultation on the two draft Development Framework documents. The report also provided an update on the consultation on plans for residential development on the site of the former Leisure Centre.

The report explained the different media and events that had been employed as part of the consultations, including the website, emails, the local press, leaflets and flyers, and ‘drop-in’ consultation events. In total there had been over 1,260 responses received.

The report examined the response for each site. For the Precinct Shopping Centre the general themes of the responses were described as being:

- a majority of respondents indicated that there was a need for new homes within Chorlton and that there was a need to make provision for affordable homes within any new provision;
- there was support for the Precinct redevelopment to be a mixed use development of new residential and new retail;
- there was strong support for the Precinct to be the subject of new investment and regeneration;
- similarly, there was strong support for existing retail businesses to be retained and that there should be a mix of independent and national retailers within any new development; and
- support for new improved car parking and provision for cyclists was also raised.

For the Ryebank Road proposals the themes of responses were described as being:

- a majority did not agree with promoting the development as set out in the draft Framework;
- the potential for highways issues in the locality to be exacerbated by the proposed development were raised by a significant number of respondents;
- the impact of the proposed development on Longford Park, including increased use of the Park, the relationship between the boundary of the Park and the development site, and the maintenance of the Park;
- a significant proportion of respondents did not support the proposals to link the residential development into Longford Road with the preferred approach being a dual road connection onto both Longford Road and Ryebank Road to the north of the site;
- the conservation of green space and the protection of the Nico Ditch which runs through the Ryebank Road site was also raised;
- the impacts of new homes on local facilities such as local school places and access to GP Patient Lists was also flagged as a concern;
- a majority of respondents did not support the proposals for 70 homes on this site; and
- that any planning application process should be informed by a meaningful participatory based approach involving local resident groups.

For the former Leisure Centre site, the consultation responses were characterised as being:

- a significant proportion of those responding wished to see the building used for a community use or for a leisure use; and
- in respect of housing an affordable housing offer was supported with social rented being the one form of affordable housing that was highlighted.

As well as the analysis of the site-specific responses, the report explained that some overall themes had clearly been seen in the consultation replies that applied across the whole area. Those were:

- the development of new homes in Chorlton;
- the impact of housing growth on school places and on access to primary care services;

- the impact of residential development on the highways system and car parking; and
- the need to secure a vibrant retail offer that sustains and enhances the functioning of Chorlton as a place to live, work and visit.

The report explained that the views expressed in the public consultation had made it clear that if new homes were to be delivered in Chorlton then any residential development must respond to the issue of housing affordability. Any development must also address the need for the delivery of key place-making services to respond to population growth, particularly for school places and primary health care.

To seek to secure some affordable housing development in the area the report proposed that Leisure Centre site offered a good opportunity to bring forward new homes for predominantly social rent. To achieve that the site's land value would be invested into the Council's Housing Affordability Fund to subsidise the provision of a social rent housing offer. Other sources of grant from Homes England would be sought as well as any Section 106 contributions that could be secured from the other two housing development in the local area.

The report also proposed that the land at Withington Road, previously approved by for extra-care housing (Minute Exe/15/126), now be set aside for a new primary school. This site would only be brought forward for a new school if there was an anticipated shortage of schools places in the Chorlton / Whalley Range network of schools sufficient to warrant investment in a new primary school.

With regard to the provision of new primary care services in the Chorlton area, it was proposed that the redevelopment of the Leisure Centre site should also provide for a health-related ground floor use in a new building.

In respect of the Development Framework for the Ryebank Road housing development, the report set out the proposed responses to the issues raised by the consultees. Specific mitigation measures were going to be required to address the impacts of new residential growth on the highways in and around the site. The intention was for the Development Framework to continue to support the development of about 70 larger family homes on the site, as had been proposed in the draft. There would be access provided from Longford Road and from the northern section of Ryebank Road in Trafford borough, but these two access points would not be connected for vehicle traffic, only for cycle and pedestrian through access. That would be subject to an agreement with Trafford Council. Other highways mitigation measures would also be considered as part of the any planning application process.

Recognising the significance of the site's setting next to Longford Park, the final version of the Framework would also seek to protect, enhance and create a parkland setting for the new homes. Measures to protect mature tree planting and introduce a new layer of vegetation to enhance the existing must be delivered as part of any development. The quality of the public realm on-site along with the how development on the site relates to and responds to the surrounding area, including the physical relationship with Longford Park, had to be reflected in the final version of the Framework and any subsequent planning application.



For the Development Framework for the Shopping Precinct, the report explained that discussions with the site's owners, Greater Manchester Property Venture Fund (GMPVF), had confirmed that the Fund would not be redeveloping the Precinct until after March 2021. Before then the Fund would procure a development partner and then bring forward a planning application, probably in late 2019 up to mid-2020. The Fund's intention was to maintain the occupancy of the Precinct as much as possible and for as long as possible prior to redevelopment commencing. The Fund had no predetermined views on the mix of business types for the ground floor and was open to a mix of occupiers including local independent traders and national multiple retailers. The mix of uses would reflect the market conditions at the time of the redevelopment as the fund aspired to maintain a viable and vibrant mix of occupiers. The Fund had stated that the mix and nature of the residential development had also not yet been confirmed. It too would respond to the market conditions prevailing at the time of the development, therefore the Framework would reflect the anticipated mix of apartments and houses, although the mix of sales and rental was not set. The Fund had also acknowledged that any proposals would need to address the Council's affordable housing policy that was extant at the time of a planning application.

The meeting was addressed by Councillor Hacking, a ward councillor for the Chorlton Ward. Councillor Hacking referred to Councillor Strong's address to the meeting in July 2017 which had emphasised the need for meaningful consultation on the development proposals and which had called for the concerns of residents to be listened to and addressed. Councillor Hacking thanked those who had planned and taken part in the consultation and all the residents and business that had given up some of their time to respond. He also thanked the other two Chorlton ward councillors who had also been heavily involved. He asked for a fuller report on the outcome of the consultations to be produced and made available, although he recognised the work that would be involved in doing that given the number of responses received. He said the report showed that the plans for the sites had advanced from the proposals first set out in the draft Development Frameworks, but that there was still more progress that was needed as each of these schemes was taken forward:

- there was still some local opposition to any housing development on the Ryebank Road site;
- whilst welcoming the site owner's proposal for a participatory development process, there should be a rethink of the type and tenure of the housing proposed for the Ryebank Road site and that residents and local housing groups should be involved as early as possible in the development of the plans, with the owner and ward councillors having a meeting early on the process;
- there had to be a viable plan to mitigate the problems that could be caused by an increase in traffic in the Ryebank Road area; and
- the need to provide more affordable and social housing for rent across all three of the proposed developments.

In discussing the report there was a general welcome from members for the degree of the participation in the consultation by local residents and businesses in Chorlton. The proposal for the use of the former Leisure Centre site for social rented homes was regarded as providing a very important contribution to the availability of affordable housing in Chorlton. It was hoped that an appropriate and balanced mix of

types, sizes and tenures of housing would now come forward for the other two sites. The need to address the concerns about potential traffic problems was acknowledged.

Given the changes that were to be made to the draft Development Frameworks to take into account the responses to the issues raised in the consultation, it was agreed that the approval of the final Development Framework documents be delegated to the Director.

## **Decisions**

1. To approve the approach set out in the report that the Chorlton Leisure Centre site should be brought forward for affordable housing predominantly social rent and that consideration should be given to a primary and community healthcare facility being incorporated into the development.
2. To approve that the City Council owned land on Withington Road be held for a new Primary School.
3. To note the comments received from stakeholders and delegate authority to the Strategic Director (Development), in consultation with the Executive Member for Housing & Regeneration, to approve the final version of the Chorlton Cross Shopping Centre Development Framework with the intention that it will become a material consideration in the Council's decision making as a Local Planning Authority.
4. To note the comments received from stakeholders and delegate authority to the Strategic Director (Development), in consultation with the Executive Member for Housing & Regeneration, to approve the final version of the Ryebank Road Development Framework with the intention that it will become a material consideration in the Council's decision making as a Local Planning Authority.

### **Exe/18/081 Eastlands Management Company**

Consideration was given to a report that sought approval to establish an Eastlands Management Company in partnership with Manchester City Football Club to deliver estate management services on the Etihad Campus. This proposal to establish an Eastlands Management Company would build on the existing partnership arrangements already in place with the Eastlands Strategic Development Company Ltd, and which were approved in March 2012 (Minute Exe/12/050). The new arrangement was intended to be a subsidiary company within this partnership structure.

This company was to facilitate the implementation of elements of the Eastlands Regeneration Framework that was approved in December 2017 (Minute Exe/17/151). The report explained that over recent months the City Council and City Football Group had reviewed a range of options to bring forward a single responsible vehicle for estate management services across the Etihad Campus. This work had

concluded that the simplest way forward would be to reactivate the existing Sport City Management Company and to rename it the Eastlands Management Company. In doing so the geographical remit of this Company would be extended to cover all of the public realm areas of the Etihad Campus including those parts of Alan Turing Way and Ashton New Road that pass through the Campus.

This role of the company would be:

- overseeing the maintenance of the common domain on behalf of the Campus partners;
- supporting the activity of the Campus partners;
- supporting the development of the Campus;
- supporting the delivery of events on the Campus;
- supporting co-working and cooperation between the Campus partners;
- providing for excellent communication across the Campus partnership;
- marketing the Etihad Campus partnership;
- maximising income from the Campus estate; and
- working to minimise community impacts arising from Campus events.

The report described the governance arrangements that would be put in place and the respective roles of the partners in the joint company.

## Decisions

1. To agree to the establishment of the Eastlands Management Company through the reactivation and renaming of the existing, dormant, Sport City Management Company on the basis as set out in Section 4 of the report. The arrangements will be finalised subject to final due diligence and tax advice.
2. To delegate authority to the Chief Executive to nominate the two Directors as the first Directors of the Eastlands Management Company Board pursuant to section 323 of the Companies Act 2006.
3. To agree that the provision of the Company Secretary function of the Eastlands Management Company Board shall be provided by the Council and authorise the City Solicitor to make the necessary arrangements to provide the Company Secretariat.
4. To delegate authority to the Chief Executive, the City Treasurer and the City Solicitor in consultation with the Deputy Leader and the Executive Member for Finance and Human Resources to:
  - negotiate and agree the detailed terms of the Shareholders Agreement and Articles of Association of the Eastlands Management Company and such other ancillary contractual and other documentation required to give effect to the proposal;
  - agree the 2018/19 Business Plan and operational budget for Eastlands Management Company; and
  - agree any deployment arrangements with regard to two members of Manchester City Council staff affected by these arrangements.

5. To authorise the City Solicitor to take all steps and complete all transactions expedient to give effect to the above resolutions.
6. To agree that giving effect to the above resolutions will promote the social, economic and environmental wellbeing of Manchester.

### **Exe/18/082 The Manchester College Estate (Part A)**

In November 2017 we had considered the Estates Strategy of Manchester College, noting the college's plans for the development of a new city centre Manchester College Campus Centre of Excellence to focus on creative and digital, business, financial and professional services (Minute Exe/17/140). A report submitted to this meeting sets out more detail on the plans for the Manchester College to develop a new City Centre Campus in a prominent city centre location. The specific site under consideration was commercially sensitive so could not be disclosed at this time.

### **Decisions**

1. To support in principle Manchester College's plans to acquire a city centre site in order to deliver a new Manchester College Centre of Excellence Campus focusing on Creative & Digital and Business, Financial & Professional Services.
2. To note that the College has committed to work with the Council to ensure that new development proposals comply with and support approved planning policies for the City Centre and for specific sites.
3. To authorise the City Solicitor and City Treasurer to enter into the detailed contractual and commercial negotiations for the transactions as set out in the confidential report attached at Part B of this agenda (Minute Exe/18/085 below).

### **Exe/18/083 The Eastlands Regeneration Framework: Update (Part A)**

As referred to above, the Eastlands Development Framework had been approved in December 2017 (Minute Exe/17/151). Those plans had included Manchester Metropolitan University's intention to establish the Manchester Metropolitan Institute of Sport within a new Sports and Innovation Zone on the Etihad Campus. A report now submitted by the Strategic Director (Development) provided an update on developments associated with the Sports and Innovation Zone including seeking approval of a Masterplan for the Sports and Innovation Zone. The report also set out progress on acquiring land interests within the Edwin Road Industrial Estate which were required to deliver the Zone.

Since the December 2017 the Rugby Football League had confirmed their intentions to consolidate their existing offices in Leeds and Salford onto the Etihad Campus within the Sport and Innovation Zone.

The report also explained that since December 2017 good progress has been made on land assembly for the development of the Zone. All key interested parties were engaged with the Council and it seemed likely that that businesses were likely to extinguish their business and retire; seek to find new premises for their business without support from the Council or were wanting to work pro-actively with the Council to find suitable premises for their business and their employees. The second report below provided more detail on individual acquisitions.

Appended to the report was a draft of a Framework Masterplan for the Zone. This set out the preferred location for the Manchester Metropolitan Institute of Sport, at the north stand of the regional athletics arena, together with options for the location of the House of Sport to accommodate existing and future National Governing Bodies. The draft also set out a number of options for the future redevelopment of the Edwin Road Industrial Estate area to provide up to 1,000 student accommodation bed spaces together with the potential for providing a modest amount of accommodation for athletes, subject to further consultation with existing and future National Governing Bodies. The proximity of the student accommodation to the Manchester Metropolitan Institute of Sport would provide a safe and attractive campus environment and the intention was for the area to have priority for pedestrians and cyclists. The options showed a variety of traffic calming proposals, all of which included a proposal to stop up New Viaduct Street to create a safe link between the academic and sports facilities around the Etihad Stadium to the student village area.

The intention was for there to be public consultation on this draft, with the outcome reported to a future meeting. That was agreed.

We noted that the Economy scrutiny Committee had also considered these proposals at a recent meeting and had endorsed the recommendation in the report (Minute ESC/18/32).

### **Decisions**

1. To welcome the decision of Rugby Football League, Rugby League's governing body, to relocate their Headquarters onto the Etihad Campus helping to deepen and broaden the range of international and national sports organisations based there.
2. To note the progress being made to assemble land within the Sports and Innovation Zone as set out in Section 3 of the report.
3. To endorse the draft Masterplan for the Etihad Campus Sport and Innovation Zone as a basis for consultation with residents, organisations and businesses, landowners and other statutory stakeholders who would be affected by these proposals.

### **Exe/18/084 Exclusion of the Public**

A recommendation was made that the public be excluded during consideration of the next items of business.

## Decision

To exclude the public during consideration of the following items which involved consideration of exempt information relating to the financial or business affairs of particular persons and public interest in maintaining the exemption outweighs the public interest in disclosing the information.

### **Exe/18/085 The Manchester College Estate (Part B) (Public Excluded)**

Further to the report considered earlier, a report explained in detail the LTE Groups' proposals to finance, acquire, develop and operate a new city centre campus site for Manchester College. The funding of the site was to include loans from the Council to the College. The arrangement of those loans, security and repayment terms were all described in the report, and would be subject to a further report in September.

## Decisions

1. To support in principle Manchester College's plans to acquire land within the site in the city centre, in order to deliver a new Manchester College Centre of Excellence Campus focusing on Creative & Digital and Business, Financial and Professional Services.
2. To note that the Manchester College will promote a new Development Framework for the site, the new Framework to take into account the new development already being brought forward elsewhere on the site, as well as the Strategic Regeneration Framework under consultation for the Great Ducie Street area which is immediately adjacent to the site.
3. To note that LTE Group will be making a submission for Greater Manchester Combined Authority (GMCA) skills capital funding on 10 August, with the final decision due late September or early October.
4. To authorise the City Solicitor, City Treasurer and Strategic Director (Development) in consultation with the Executive Member for Finance and Human Resources, to progress detailed contractual and commercial negotiations for the transactions set out in the report.
5. To note that the final terms of the commercial arrangements will be proposed to the Executive in September and, if supported, will be considered by the Council in October.

### **Exe/18/086 The Eastlands Regeneration Framework: Update (Part B) (Public Excluded)**

A report submitted by the Strategic Director (Development) set out in detail the land transactions being pursued as part of the assembly of the land needed for the Sports

and Innovation Zone and the implementation of the Eithiad Campus redevelopment as part of the Eastlands Regeneration Framework (Minute Exe/18/083 above). The overall capital requirements to acquire the sites were described in the report, as was the potential loss of revenue as lease holders vacated sites the presently occupied and paid the Council ground rent for. The report explained that in all these negotiations Officers had endeavoured to work collaboratively with business owners to agree terms beneficial to all parties and to mitigate where possible disruption to business continuity. Where possible officers would work to provide suitable relocation options to retain jobs in the local area catchment within fit for purpose buildings let on modern fundable leases. Some landowners had elected to take an up-front premium to then secure their own relocation, and others had taken the opportunity to exit for their own personal or business reasons.

We noted that the Economy scrutiny Committee had also considered these proposals at a recent meeting and had endorsed the recommendation in the report (Minute ESC/18/34).

### **Decisions**

1. To note the progress being made to assemble land within the Sports and Innovation Zone.
2. To approve the acquisition by the Council of the long leasehold and freehold interests identified in the body of the report.
3. To delegate authority to the Strategic Director Development with the City Solicitor and City Treasurer in consultation with the Leader and the Executive Member for Finance and Human Resources] to agree and finalise the detailed terms for the property acquisition and commercial arrangements as outlined in the report.
4. To note the proposal to fund capital acquisition costs, associated capital fees and revenue holding costs from the existing Strategic Acquisitions budget, the latter of which would require a funding switch from capital to revenue funded by Capital Fund.
5. To authorise the City Solicitor to conclude and complete all documents and agreements necessary to give effect to the land transactions and commercial agreement set out in the report.

<b>Exe/18/078 - Capital Programme Monitoring Capital Programme in-year budget transfers</b>	<b>2018/19 Virement</b>	<b>2019/20 Virement</b>
<b>Public Sector Housing</b>		
<b>Northwards - External Work</b>		
External cyclical works phase 3a	-95	
Riverdale estate - External work and ECW (Phase 3 &4)	-18	
Charlestown, Clifford Lamb Court - External wall insulation and window replacement	-3	
Collyhurst Environmental programme	50	
Updating of Electricity Northwest distribution network phase 2 to multi storeys, maisonettes and retirement blocks	7	
Ancoats Anita St and George Leigh external cyclical works ph 3b	28	
Cheetham Halliwell Lane external cyclical works ph 3b	-3	
Harpurhey Lathbury & 200 Estates external cyclical works ph 3b	10	
Moston Mill estate (excl timber framed) external cyclical works ph 3b	-100	
Environmental works	13	
Harpurhey Shiredale Estate externals	15	
Moston Miners Low Rise externals	20	
Newton Heath Limestone Drive externals	-19	
Replacement door entry Clifford Lamb Ct and Monsall multi storey blocks	1	
External cyclical works ph 3b Harpurhey - Jolly Miller Estate ph 3b	79	
External cyclical works ph 3b Moston Estates (Chauncy/Edith Cliff/Kenyon/Thorveton Sq)	10	
External cyclical works ph 3b Ancoats Smithfields estate	-83	
External cyclical works ph 4b Charlestown Chain Bar low rise	98	
External cyclical works ph 4b Charlestown Chain Bar Hillingdon Drive maisonettes	3	
External cyclical works ph 4b Crumpsall Blackley Village	30	
External cyclical works ph 4b Higher Blackley South	-22	
External cyclical works ph 4b Newton Heath Assheton estate	71	
External cyclical works Ph 4b Newton Heath Troydale Estate	-159	
External cyclical works Ph 5 New Moston (excl corrolites)	-41	
Environmental improvements Moston corrolites	40	
Charlestown - Victoria Ave multistorey replacement door entry systems	5	244
ENW distribution network phase 4 (various)	9	91
Dam Head - Walk up flates communal door renewal	69	4
Delivery Costs	55	2
<b>Northwards - Internal Work</b>		
2 and 4 blocks heating replacement with Ground source heat pumps - Phase 1	-86	
Decent Homes mop ups phase 8 and voids	115	
One off rewires, boilers, doors, insulation etc	15	
Retirement blocks lift programme	2	
Multi-storey lift replacement	8	
Boiler Replacement at Cheetham Hill Local Services Office	1	
Lift replacement / refurbishment programme	-108	



<b>Exe/18/078 - Capital Programme Monitoring Capital Programme in-year budget transfers</b>	<b>2018/19 Virement</b>	<b>2019/20 Virement</b>
Replacement warden call to Edward Grant Court	1	
Fire precaution works - installation of fire seal box to electric cupboards on communal corridors in retirement blocks	7	
Community Room emergency lighting at Victoria Square	3	
Decent Homes mop ups ph 9 and decent homes work required to voids	-17	
One offs such as rewires, boilers, doors, insulation	127	
Whitemoss Road and Cheetham Hill Road Local Offices - Improvements	-233	
Ancoats - Victoria Square lift replacement	215	50
Job 40502 Aldbourne Court/George Halstead Court/Duncan Edwards Court works	241	13
Install intercom systems to replace buzzers (various)	172	9
Crumpsall - Bennet Rd flats fire upgrade works	12	1
Collyhurst - Rainwater pipes/guttering rectification work	92	196
Boiler replacement programme - Job 40491	861	333
Kitchen and Bathrooms programme	1,700	3,310
Decent Homes mop ups phase 10 and voids	254	746
One off work - rewires, boilers, doors	100	200
Fire precautions multi storey blocks	500	2,000
Installations of sprinkler systems - multi storey blocks	2,000	3,759
Delivery Costs	1,186	1,237
<b>Northwards - Off Debits/Conversions</b>		
Delivery Costs		12
Improvements to Homeless accommodation city wide	-240	237
Plymouth Grove Women's Direct Access Centre	22	
Delivery Costs	73	54
<b>Northwards - Acquisitions</b>		
Stock Acquisitions	-17	
Delivery Costs	19	
<b>Northwards - Adaptations</b>		
Disabled Adaptations	145	
Adaptations - Northwards	75	
Adaptations - 18/19	280	720
Northwards Housing Programme 2017/18	-7,595	-13,218
<b>Total Public Sector Housing (HRA) Programme</b>	<b>0</b>	<b>0</b>
<b>Children's Services Programme</b>		
<b>Basic Need Programme</b>		
Fulmead CC	-75	
Basic need - unallocated funds	75	
<b>Schools Maintenance Programme</b>		
Abbott Primary School Fencing	11	
Armitage CE Primary	160	
Higher Openshaw Comm School - Renew Boiler	126	
Cheetwood PS - Rewire	499	
Schools Capital Maintenance -unallocated	-796	

<b>Exe/18/078 - Capital Programme Monitoring Capital Programme in-year budget transfers</b>	<b>2018/19 Virement</b>	<b>2019/20 Virement</b>
<b>Education Standalone Projects</b>		
Boxgrove Daycare Nursery	-164	
Community Minded Ltd	28	
Early Education for Two Year Olds	136	
<b>Total Children's Services Programme</b>	<b>0</b>	<b>0</b>
<b>ICT Capital Programme</b>		
<b>ICT Infrastructure &amp; Mobile Working Programme</b>		
Mobile Device Refresh	-42	
Data Centre UPS Installation	-11	
Corporate Reporting Tool (Business Objects)	-42	
Internet Resilience	-189	
ICT Investment Plan	284	
<b>Total ICT Programme</b>	<b>0</b>	<b>0</b>
<b>Total CAPITAL PROGRAMME</b>	<b>0</b>	<b>0</b>

**Manchester City Council  
Report for Resolution**

**Report to:** Neighbourhoods and Environment Scrutiny Committee –  
5 September 2018  
Executive – 12 September 2018

**Subject:** Proposals for a Resident Parking Policy

**Report of:** Operational Director of Highways

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### **Summary**

The purpose of this paper is to consider a new resident parking policy for Manchester. The policy, once approved, will enable the council to move forward in designing, costing and ultimately implementing a sustainable model for residents' parking schemes across the city.

It will be necessary to come back to a future meeting with detailed proposals including costs, how schemes will be funded and a proposed charging regime once further work on testing existing and potential new schemes against the policy principles has been undertaken.

### **Recommendations**

1. Scrutiny Committee is asked to consider and comment upon the content of this report.
  2. Executive is asked to:
    - a. Approve the resident parking policy and principles set out in the report.
    - b. Note that a report will be brought back to a future Executive setting out proposals for funding and a charging regime for Resident Parking Zones across the city.
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**Wards Affected:** All

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**Background documents (available for public inspection):** None

## 1.0 Introduction / Background

- 1.1 Residents' parking schemes were first introduced in the city almost 20 years ago. Since then a number of these schemes have been introduced to tackle the impact that commuter and other non-residential parking has on residential areas. These schemes have been introduced in many different areas, all with their own unique set of issues and problems. As such, whilst all schemes are similar in the way they operate, they are all, to some extent bespoke with individual characteristics defining the way they are managed and administered.
- 1.2 Alongside the implementation of resident parking schemes, Manchester has invested significantly in long term solutions to help reduce the impact of commuter parking and reliance on the motor vehicle. Investment has been made in areas such as cycling, public transport and walking to help make it easier and more convenient for residents, commuters and visitors to access the many attractors of the city without a vehicle. These investments include:
- Oxford Road Corridor (Improving Cycling & Public Transport).
  - Wilmslow Road Cycle Scheme.
  - Metrolink Airport Line.
  - Cross City Phases (Opening Ardwick / University Quarter to the city centre).
  - Initiatives with TfGM including encouraging car sharing to access a place of work and the health benefits of both walking and cycling to work.
  - The planned Manchester to Chorlton Cycleway (Cycle City Ambition Grant).
- 1.3 The growth of the city's economy and increased levels of car ownership and use continues to put pressure on the availability of parking for residents, particularly, but not exclusively, in the area surrounding the city centre. The impact of the Airport, of events at the city's major sports and entertainment venues and areas with a particularly vibrant evening economy also puts pressure on the availability of parking in surrounding residential areas.
- 1.4 The number of Residential Parking Zones (RPZs) has therefore increased over time and there is a strong demand for more schemes to be introduced. However, existing schemes are operating at a loss and with increasing pressures on budgets we cannot continue to subsidise these costs going forward, as such there is a need for a consistent policy framework to be adopted to develop a sustainable way forward that meets the needs of a growing city. This paper therefore contains a set of key principles that all future residential parking zones will be expected to adhere to but also enables some flexibility in order to allow specific local circumstances to be taken into account. This document sets out a draft framework and is intended to support the further extension of RPZs to more parts of the city in the future.

## 2.0 Proposed Principles for Resident Parking Schemes

- 2.1 Resident parking schemes need to contribute to making the city an even more attractive place to live, work and visit. In this regard, it is important that the benefits to residents of being able to easily park a car close to their property or have a parking facility for those delivering to or carrying out work at a property, is balanced with other demands on scarce road space. These different demands vary across the city and, whilst there is a need for a common approach to many aspects of residents' parking schemes, there is also a need to be able to respond to local differences in a sensitive and appropriate way in scheme design.
- 2.2 In the future there is a need to ensure that new and existing residents' parking schemes accord to an agreed set of principles. The following key principles aim to ensure that there is a broad consistency of approach:
- a) The operation of resident parking schemes needs to be self-financing. The City Council should not commit future revenue support to such schemes.
  - b) There should be broad consistency across schemes so that the design of schemes aimed at tackling similar problems should not differ e.g. in the case of schemes designed to tackle parking around hospital sites.
  - c) Schemes should be introduced in an equitable way so that there is appropriate financial support for residents who would be disproportionately affected by the impact of a charging scheme.
  - d) There needs to be clear evidence of majority support in the area concerned for the introduction of a scheme as well as clearly established evidence of need.
  - e) Enforcement of resident parking schemes should be fit for purpose. (A review of scheme enforcement is to take place looking at ways to increase / improve enforcement).
  - f) Schemes need to be appropriate and proportionate to the parking issues being faced by residents in any given area.
  - g) Any visitors' permits made available as part of scheme design need to be linked to a specific vehicle and not be transferable.
  - h) It will be important to consider the 'knock-on' implications for adjoining areas in terms of displacement as part of any assessment.
- 2.3 The application of these principles will lead to the need to take some specific decisions regarding the design of new and the operation of existing schemes. Any new scheme will need to be considered against these principles. There will also need to be a review of the operation of existing schemes on a similar basis. Adoption of the principles – in particular principle (a) - would also require the introduction of charges to cover the scheme operating costs which would need to include charging for Resident Parking Permits. The basis of any charging would only be to cover running costs for schemes and not to generate a return.

2.4 For information, Appendix 1 provides details of the charges for resident, visitor and business permits in a number of other local authority areas outside London.

### **3.0 Where Should Schemes be Considered?**

3.1 There is demand for new residential parking schemes in different parts of the city. Development work has already been undertaken on a number of these and the following schemes have been identified as a priority for implementation using developer related Section 106 funding contributions:

1. Rusholme
2. North Manchester General Hospital
3. Hathersage Road Area
4. St George's (partially funded)

3.2 A further 8 locations have been identified across Manchester as sites in need of some form of residential parking scheme. These sites have been made known to the Council through working with elected members, the local neighbourhood teams and residents.

3.3 The additional sites / potential scheme locations will require assessment against the principles detailed in item 5.0 above, to determine which schemes adhere to the principles and, as such, which should be considered for implementation. This will enable 'eligible' schemes to be costed. Note that an appropriate funding stream will need to be agreed prior to schemes being progressed and that proposals for resourcing will need to be the subject of a future report to Executive.

3.4 As part of the legal process any such schemes will need to be fully consulted on and responses properly considered and addressed before any orders can be made and the scheme implemented.

3.5 The delivery programme for those funded schemes in 6.1 above can be confirmed once revenue funding is agreed. Some of the schemes have time limits on the s.106 funding, and St Georges will require further funding approval before more work can begin.

### **4.0 Revenue Funding**

4.1 The current Council revenue subsidy for existing residents' parking is estimated at around £225,000 pa. This level of revenue support is not sustainable and would clearly increase significantly if further schemes were implemented without a clear plan for meeting future revenue costs. As outlined above, a core principle of future schemes is that there should be no Council revenue subsidy hence appropriate charging schemes would need to be introduced so that all schemes are able to cover their revenue costs. As already indicated, this would need to include charging for Resident Permits which is not currently the case in the city (other than in the city centre scheme).

4.2 The revenue costs for schemes are associated with maintenance of the scheme covering both physical maintenance of signs and lines, maintenance of appropriate back office systems and the costs of enforcing the schemes. Further work will be required, should members agree the principles, to calculate the costs and likely charges for permits and a proposed charging scheme would need to be brought back to Executive for approval.

4.3 In the following sections the rationale for some of the key principles is explained further. Other design issues are also identified.

## **5.0 Discounts**

5.1 Any charging scheme should be fair and equitable with appropriate discounts being made available for particular people depending on their individual circumstances. Examples of people who could qualify for discounts include those in receipt of Council tax benefit and this may include a limit on the discount e.g. only one Resident Permit per household. As an incentive to encourage use of cleaner vehicles, discounts could potentially also apply to residents with less polluting vehicles. Only one discount would be applied per permit.

## **6.0 Visitor Permits**

6.1 Resident parking schemes need to make provision for visitors to be able to park in the area affected. There are a number of potential ways in which visitor permits can be managed. The existing regime involves the issuing of visitor permits for a set annual charge. There will be no change to this and all future schemes will include a charge for all visitor permits.

6.2 There is anecdotal evidence that visitor permits for existing schemes are on occasion transferred and that they are being abused by people who are parking each day in the relevant zone and walking to work, attending events or parking while away for an extended period. There are alternatives which involve the issuing of vouchers for a specific vehicle that are not transferable or to make permits available to people digitally for a range of durations.

6.3 As highlighted within (5.0 Principles for Resident Parking Schemes) any visitor permits made available as part of scheme design need to be linked to a specific vehicle and not be transferable.

6.4 It is accepted that some residents will be in a position where they have multiple visitors at any one time and that these visitors may have travelled in individual vehicles. Due to this, within each proposed scheme there will be locations where 'limited waiting' and possibly 'pay and display' will be available.

## **7.0 Carers Permits**

7.1 People who live in a RPZ area and require care can apply for a transferable free carers permit which can be used by those who are visiting to provide care.



Usually one carer permit is allowed which is issued to the person in receipt of care to issue to their care givers at their discretion. This is a physical permit to display in the windscreen so that it is flexible for users.

## **8.0 Business Permits**

- 8.1 It is proposed to introduce an annual charge for business permits and for business visitor permits. This will help to meet the wider costs of administering any scheme and ensure it is self-financing.
- 8.2 The number of business permits available along with the number of business visitor permits available will need to be further assessed to ensure that the needs of the wider community are considered.

## **9.0 Blue Badge Holders**

- 9.1 Blue Badge holders can park in areas where RPZs are in place by displaying their blue badge. There is no intention to change this current practice. However, there is a recommendation to provide additional Disabled Person Parking Bays within both new and existing schemes as Blue Badge Holders have reported that standard sized bays are not adequate for their needs and they require the larger designated Disabled Person Parking Bays.

## **10.0 Future Schemes (Funding)**

- 10.1 In some circumstances, the capital cost of future schemes could, as has been the case in the past, be met through developer related funding (Section 106 payments) where in the opinion of the Council as local planning authority such permits are required to mitigate any harm generated by the proposed development . However not all areas where schemes are required are likely to see developments that are able make such a contribution to the cost because there is no harm in terms of planning consideration. Further in other cases there may be calls on S106 funding required to mitigate other deficiencies in the proposed development such as the need for affordable housing or open space. Future potential sources of capital funding will therefore need to be investigated for the additional RPZ schemes which are deemed to be 'eligible' having been tested against the policy principles.
- 10.2 There is an option to consider funding the proposed schemes without developer related (S106) funding through the use of city council reserves, which would be subject to the Council's capital approval processes and form part of a future report to Executive. This would be a one off request for funding with the on-going revenue costs of managing each scheme being funded through the charging principles detailed in item 5.0 above.
- 10.3 If further potential schemes emerge at a later time, then their capital costs will need to be raised from sources other than MCC funding reserves.

## **11.0 Existing Schemes**

- 11.1 Some existing resident parking schemes have been in force for many years (see appendix No2). With the exception of the schemes in the heart of the city centre which operate differently and the Etihad scheme which only operates on a given number of days per year and has a set of unique circumstances, it is proposed that, as part of the adoption of the new policy, the same principles should apply to existing schemes as to new ones.
- 11.2 The proposal to consider existing schemes against the principles is important, otherwise it would lead to inequitable situations arising with charged and non-charged schemes existing in close proximity and with no obvious reason. The intention would therefore be to carry out a thorough review of the operation of existing schemes against the policy principles detailed in item 5.0 above. It is recommended that the Etihad scheme is included in the review to consider how the scheme can better align with the principles overall.
- 11.3 A review of the existing resident parking schemes - of which there are 11 including the city centre - could take between 6-12 months to carry out depending on the level of resources made available to carry out the task. Should significant revisions be required to bring an existing scheme up to the agreed new principles (which is likely), then this would require changes to the Traffic Regulation Orders taking a further 12 months to implement.
- 11.4 Such a review together with the works required to implement the revisions to the schemes' operation, is likely to have a capital cost which would be subject to the Council's capital approval processes and form part of a future report to Executive. Firm costs will not be known until the initial review is completed and a schedule of works is identified and agreed. This could include the capital costs involved in making the necessary changes to each scheme including the required changes to the associated Traffic Regulation Orders, scheme design and physical layout on site. Again, a funding source will need to be identified and contained within proposals for consideration at a future Executive meeting.

## **12.0 Financial Consequences**

- 12.1 Revenue - There are no revenue implications arising directly from the report. The report sets out the current cost to the Council of £225k pa for supporting residents parking schemes and the commitment to report back to a future Executive on the proposals for charging for and funding the running costs of future schemes.
- 12.2 Capital - there are no capital implications arising directly from this report. There is a potential need to identify capital funding for future schemes which will include a mixture of the use of S106 receipts and the consideration of the use of Council Reserves. Approval of any capital funding will be through the Council's capital approval processes and form part of a future report to Executive.

### **13.0 Conclusion**

- 13.1 The Council is fully committed to tackling the impact that commuter and other non-residential parking has on residential areas. The draft policy document contained in this report sets out the principles for how this may be achieved without a revenue subsidy from the Council. As noted, the policy provides a clear framework to enable further work to be undertaken on the location, costs, resourcing and charging regime for future and existing schemes across the city.

### **14.0 Recommendations**

- 14.1 Recommendations are set out at the beginning of the report.

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## Appendix 1 - Charges for Resident, Visitor and Business Permits in Other Authorities

	Residents Permits	Visitor Permits	Discounts	Business Permit
Birmingham	1 <sup>st</sup> - £16	£3 for 5 day passes	1 <sup>st</sup> permit free for Blue Badge holders	£125
	2 <sup>nd</sup> - £32			
Liverpool	1 <sup>st</sup> - £0	£40	-	£50
	2 <sup>nd</sup> - £40			
	3 <sup>rd</sup> - £60			
	4 <sup>th</sup> - £100			
Sheffield	1 <sup>st</sup> - £36	12.50 for 25 day passes	Half price for vehicles in excise duty band A or B	1 <sup>st</sup> - £36
	Additional permit - £72			Additional permit - £72
Newcastle	1 <sup>st</sup> - £25	£25	£12.50 off for one low emission vehicle. £37.50 off for 2 low emission vehicles. Full electric free.	£92
	2 <sup>nd</sup> - £75			
Trafford	£36.75	£10.50 for 25	None	
Salford	£50	£0	None	

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## Appendix 2 – Existing Schemes Operational Hours &amp; Tariffs

	Operation Times/days	Resident Permit	Visitor	Business
Hulme	8am-6pm, Mon - Fri	Free permits for vehicles not able to park off street.	1 permit, £45 per year.	1 free per business, 2 business visitor permit
Christies	8am-6pm, Mon - Fri	Free permits for vehicles not able to park off street.	1 permit, £45 per year.	1 free per business, 2 business visitor permit
Crumpsall	8am-7pm, Mon - Fri	Free permits for vehicles not able to park off street.	1 permit, £45 per year.	1 free per business, 2 business visitor permit
Brunswick	8am-7pm, Mon - Fri	Free permits for vehicles not able to park off street.	1 permit, £45 per year	1 free per business, 2 business visitor permit
Etihad	2hrs before event until event ends, event days only.	Free permits	2 free permits	1 free per business, 5 free business visitor permit
Ardwick	8am-6pm, Mon - Fri	Free permits for vehicles not able to park off street.	1 permit, £45 per year. 2 business visitor permits	1 free per business, 2 business visitor permit
Shadowmoss (airport scheme)	All day, all week.	Free permit for vehicles not able to park off street.	1 permit, £45 per year.	1 free per business, 2 business visitor permit
Grove Village	8am-6pm, Mon - Fri	Free permit for vehicles not able to park off street.	1 permit, £45 per year.	1 free per business, 2 business visitor permit
Four acres	8am-7.30pm, all days	Free permits	1 permit, £45 per year.	None.
George Leigh Street (Ancoats)	8am-6pm, Mon-Sat	Free permits	1 free permit	None

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**Manchester City Council  
Report for Information**

**Report to:** Executive – 12 September 2018

**Subject:** Homeless Strategy

**Report of:** Nicola Rea, Strategic Lead for Homelessness

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### Summary

The report highlights the new draft Strategy for Homelessness for the City of Manchester. This Strategy is currently under discussion and will be signed off by the Homeless Partnership in September, for launching on the 10th October, World Homeless Day.

The report also includes the Council's wider action plan for homelessness that will sit below the Strategy for comment.

### Recommendations

That Members comment upon the draft Strategy for Homelessness for the city which will be signed off by the Manchester Homeless Partnership.

That Members comment upon the wider draft action plan for the Council on homelessness.

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### Wards Affected

All

<b>Manchester Strategy outcomes</b>	<b>Summary of the contribution to the strategy</b>
A thriving and sustainable city: supporting a diverse and distinctive economy that creates jobs and opportunities	Reducing the number of people who are homeless, helping them into appropriate accommodation with help to access employment and learning opportunities will help Manchester become a thriving and sustainable city.
A highly skilled city: world class and home grown talent sustaining the city's economic success	Having public, private and voluntary sector organisations working together to help people who have personal insight into homelessness into volunteering and employment will help the objective of having a highly skilled city. Employment breaks the cycle of generational benefit dependency and will encourage children to access school and employment in later life.

A progressive and equitable city: making a positive contribution by unlocking the potential of our communities	Supporting people who are homeless to gain employment and accommodation will unlock their potential to help them become independent citizens who contribute to our city.
A liveable and low carbon city: a destination of choice to live, visit, work	N/A
A connected city: world class infrastructure and connectivity to drive growth	N/A

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

- Equal Opportunities Policy
- Risk Management
- Legal Considerations

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

Any cost implications of the Homelessness Strategy will be met from within budget and grants available to the service. Costs for the service for temporary accommodation are significant and are being met from additional Council budget in 2018/19 of £2.1m and Flexible Housing Support Grant of £1.3m. During this year it is expected to reduce these costs by renting and purchasing homes through registered social landlords. This is expected to relieve the current pressure on the budget and release resource for homeless prevention and support and for the Homelessness Strategy,

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

None

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

There are no background documents upon which this report is based.

## **1.0 Introduction**

- 1.1 Manchester's Homelessness Strategy for 2018 has been co-produced with partners and people who have had personal insight into homelessness. This paper provides an overview of the work undertaken to produce the strategy and an explanation of the documents produced. The Strategy is in Appendix 1.
- 1.2 The homelessness strategy is a statutory document for the Council. An Our Manchester approach has been taken to develop this document in collaboration with the Manchester Homelessness Partnership (MHP). Inviting a more collective approach, this has produced a strategy that acknowledges the contributions that organisations across the city can make towards reducing homelessness. The practical action that the Council will be taking to deliver the strategy is outlined in the action plan attached which will sit alongside other action plans produced by organisations across the city. Finally, in addition to the strategy, the Council must undertake a review of homelessness. This review is in the process of being written and will sit behind the strategy, entitled Contextual Information.

## **2.0 Background**

- 2.1 Addressing homelessness has become a regional and national priority. Nationally reported figures show an increase of 169% of the people who are sleeping rough since 2010. Alongside this, there has been a 48% increase in homelessness acceptances over the same period, with just over 59,000 households accepted as homeless in England in 2016/17. Losing a home can be the consequence of both structural and individual factors, approaches to reducing homelessness need to look at both of these factors.
- 2.2 Statutory homelessness is now far more closely associated with eviction from the private rented sector than from either of the other two major tenures; social rented and owner occupied. Nationally, there has been a 32% increase in acceptances for loss of an assured shorthold tenancy since 2010. Overtaking more personal reasons such as relationship breakdown. This is also the case in Manchester where loss of private rented sector accommodation has now become the most frequent reason for being accepted as homeless. More detail on the reasons why people present as homeless to the Council is in Appendix 2.
- 2.3 Welfare Reforms, including the capping or freezing of Local Housing Allowance rates, has been a major driver of the loss of private tenancies and homelessness. These reforms have also demonstrably restricted lower income households' access into the private rented sector. The number of Housing Benefit/Universal Credit claimants who are private tenants is now some 5% lower than when the Local Housing Allowance reforms began in 2011, despite the continuing strong growth of the private rented sector overall. The private rented sector has doubled in size nationally in the last ten years, and rents have increased three times faster than wages nationally, homes in this tenure are increasingly unaffordable, particularly to households in receipt of LHA.

- 2.4 During the past 10 years the Council and Registered Providers have improved the quality of social rented properties across Manchester bringing all homes up to the Decent Homes Standard and more. Rents for social housing properties have also been reduced making them relatively more affordable than private rented properties. Along with the increasing quality and lower rents, tenants in social housing have much greater security of tenure than those in the private rented sector. Together these factors have increased the demand for social housing across the city.
- 2.5 The Homelessness Reduction Act 2017 (“the Act”) came into force on 3<sup>rd</sup> April 2018. The Act is the most radical change to the homelessness legislation in over 20 years, and has demanded that all local authority homelessness services in England significantly adapt and amend their practice to meet the aims and requirements of this new piece of legislation.

### **3 Strategic Context**

- 3.1 Tackling homelessness is indivisible from the wider aims of the Our Manchester Strategy. The ambitions in the strategy to be a thriving and sustainable, highly skilled, progressive and equitable, liveable and connected city, will not be achieved if residents do not have a home. It is therefore a priority of the City Council to reduce homelessness.
- 3.2 Commitments and investment into the service have been made following the City Centre Review, in December 2016, which provided additional investment for services for people who are rough sleeping. This included £984k City Council resources to be invested in services and approaches for people who were rough sleeping in the city centre.
- 3.3 During late 2017 an in depth review of the wider causes of homelessness in Manchester was undertaken. This included analysis of the available resources within the service to address the impact of the Homelessness Reduction Act. This review was presented to EMG in October 2017. This indicated that additional investment would be needed to prepare for the new requirements of the Act as the service was predicted to see a significant increase in demand as a result of the Act.
- 3.4 The Homeless Reduction Act came into effect in April 2018. This has widened the access to prevention services for all households at risk of losing their home. Whilst this enables the Council to work much earlier with people who might be at risk of homelessness, this also presents an increase in demand for services. It requires much closer partnership working, acknowledging that there is more that partners can do to effectively identify at risk households and work with them earlier to prevent homelessness from occurring.
- 3.5 Reducing homelessness is also a priority for Greater Manchester. In 2017, the Greater Manchester Mayor committed to eradicating the need for rough sleeping and reducing homelessness by 2020. Greater Manchester are developing a GM strategy to tackle rough sleeping, Manchester’s approach

aligns with this and provides an additional focus on wider preventative work to address other people and families affected by homelessness.

- 3.6 Manchester's strategy has been developed through the Manchester Homelessness Partnership (MHP), established in 2015, consisting of people who have personal insight into homelessness, and organisations working to reduce homelessness. The Partnership has provided a radically different approach to how we design and commission services and has been instrumental in the development of the strategy.

#### **4.0 Development of the Strategy**

- 4.1 The MHP has significantly shaped the approach to the strategy refresh. Launched over two years ago the MHP has established the Manchester Homelessness Charter, uniting people, organisations and businesses with one shared vision to end homelessness in the city. The Charter invited contributions from organisations and individuals for how they could support this aim. Alongside this, 10 action groups that look at different aspects of homelessness and identify new approaches and system challenges were established. Each group meets monthly and has a range of attendees from different organisations alongside people with lived experience of homelessness. These groups have provided the key messages for what is working and what might need to change in the city for homelessness services.
- 4.2 Alongside this there have been several larger co-production events, with over 40 plus people attending, that have brought together members of the action groups and other services to look at co-designing services in Manchester. Using the principles of inclusivity and coproduction, previously unheard voices have been given an instrumental role in shaping the strategy.
- 4.3 In addition to this, MHP established a specific multi agency Strategy Scrutiny Group to oversee the development of the strategy. This group has involved partners from the voluntary and community sector, health, the council and people who have had personal insight into homelessness. Alongside providing a regular group to support the development of the strategy, this group is taking forwards the future engagement with organisations to develop their individual action plans to contribute to the strategy.
- 4.4 Alongside the significant engagement undertaken by MHP which has provided the key 'grass roots' messages about what is working and what needs to change in the city, the council has also undertaken a review of the causes and factors driving homelessness locally and the resources and services available to prevent homelessness and provide accommodation. This was reported into EMG in October 2017 and Executive in November 2017. An updated version of this analysis will be contained within the Contextual Information document. This document provides the evidence base for the refreshed version of the strategy and will sit behind the strategy.

- 4.5 Through bringing together the work of the Partnership and analysis undertaken the main features of the strategy including the 3 key aims have been developed.
- 4.6 The main features of the refreshed Homelessness Strategy are that it:
- Takes a positive, strength based approach that focuses on the assets and potential of people; indivisible from an Our Manchester approach.
  - Recognises that preventing homelessness means tackling the root causes of homelessness, addressing poverty and increasing equitable access to work, skills, employment, cultural, leisure and health services across the city.
  - Inspires a city wide and collective response to homelessness in the city. Public services, voluntary organisations, faith groups, businesses, housing providers, cultural institutions all have a contribution to make to the strategies aims.
  - It is a concise, accessible document written in language that is understood by people not just services.
  - Is co-produced and involves the perspective and voice of people who have experienced homelessness, alongside front line staff and people that support people affected by homelessness.
  - Includes action plans from organisations and services that articulate the practical contributions that they will make to the aims of the strategy.
- 4.7 The strategy will focus on three key aims, based on the evidence and engagement undertaken to date. These are:
- Making homelessness a rare occurrence: increasing prevention
  - Making any experience of homelessness as brief as possible: improving temporary and supported accommodation
  - Making sure homelessness a non-recurring experience: increasing access to settled homes
- 4.8 Accompanying these three aims a set of 'We Will' statements have been drafted based on the previous engagement of the Partnership, data analysis and new engagement from front line staff. They have been circulated across all of the MPH action groups for comment alongside Council services. These statements support the definition of what each aim will achieve. A copy of the strategy is attached in **appendix 1**.

## **5.0 Delivering the strategy: A citywide approach**

- 5.1 Members of the MHP have been invited to support this strategy through writing an action plan that contributes to the achievement of the three main aims of the strategy. This is a key feature of the strategy refresh, representing an expansion of the previous Charter commitments, this demonstrates the wider partnership approach that is being taken in Manchester.
- 5.2 Engagement with different sectors is being led by the Manchester Homelessness Strategy Scrutiny Group. Once each sector has completed their action plan the city will have one plan that outlines the contributions

different organisations will make to tackling homelessness. Action plans are being gathered from:

- Manchester City Council
- Greater Manchester Police
- Greater Manchester Fire and Rescue Services
- Health and Mental Health
- Universities
- Voluntary Sector
- Housing Alliance
- Reducing Reoffending Strategic Group
- Faith Sector
- Strategic Housing Board
- Advice Providers.

5.3 The action plans are due to be completed in time for World Homelessness Day in October to launch the strategy document. The City Council's action plan will be a working document; the current version is attached as **appendix 3**.

5.4 Officers, organisations and people with lived experience want the Strategy to be as short and simple as possible, so that anyone can read, understand and use it. There will be a Contextual Document that is in the process of being written which will sit behind the Strategy. This will have all the additional information that is required through the Homelessness Code of Guidance, and will add further background detail to the Strategy.

## 6.0 Greater Manchester Context

6.1 Homelessness cannot be solved without the help of other Local Authorities across Greater Manchester. All Local Authorities will have had to refresh their Homeless Strategies in light of the Homeless Reduction Act 2018, and the list of when they are published are as follows:

Local Authority	Date of Strategy Refresh
Bolton	Refreshed in 2017 to take into account the HRA
Bury	Current strategy ends in 2018 and preparation is underway to draft a new strategy.
Oldham	30th August 2018
Rochdale	Refreshed in 2017 to take into account the HRA
Salford	4th Sept 2018
Stockport	9th April 2018
Tameside	Nov 2018
Trafford	Jan / Feb 2019
Wigan	The Homeless Strategy is being developed as the current strategy ends later in the year. This will be published in the near future

## **7.0 Conclusion and next steps**

- 7.1 This strategy refresh has been undertaken utilising both an Our Manchester style of engagement and consultation, alongside significant analysis of data and information. It represents a strong evidence base that has been heavily influenced and contributed to by people who have experienced homelessness. It has produced a different style of document that reflects a strong partnership approach and has led to more contributions from partners towards homelessness than any previous version. This document represents contributions not just from the Council but from the city to tackling this issue. Increasingly we need to work together to reduce the number of people and families affected by homelessness. This strategy and accompanying action plans will represent the practical arrangements for how we will achieve this.
- 7.2 The Council Executive are invited to comment on the draft strategy that will be signed off by the Manchester Homeless Partnership, comment on the city council's action plan attached in the appendix and include any further actions that they would like officers to progress.
- 7.3 The homeless strategy layout and artwork is being designed by the communications team and will be launched on World Homelessness Day on 10 October 2018. A full communications plan will be developed to facilitate this launch.
- 7.4 The communications activity to support the redeveloped homelessness strategy is just one part of a wider programme of activity. This builds on the success that the Council has already had, supporting people to change their perceptions on homelessness and rough sleeping in the city centre. This has been carefully managed and has resulted in increased engagement on social media, and a noticeable shift in public perceptions. The new activity will build on the foundations already set and includes a mapping exercise to prepare for winter communications - identifying areas of learning from last year's media interest - and a schedule of messages to help shape and control more of the public narrative around homelessness. This will be supported by new creative multimedia content, helping educate the public on the differences between homelessness, rough sleeping and begging.
- 7.5 An outcomes framework to monitor the Strategy is being developed with external partners and the performance, research and intelligence service.

## **8.0 Contributing to the Manchester Strategy**

### **(a) A thriving and sustainable city**

- 8.1 Reducing the number of people who are homeless, helping them into appropriate accommodation with help to access employment and learning opportunities will help Manchester become a thriving and sustainable city. Helping people to stay in their accommodation through prevention work will also help them to thrive.



**(b) A highly skilled city**

- 8.2 Having public, private and voluntary sector organisations working together to help people who have personal insight into homelessness into volunteering and employment will help the objective of having a highly skilled city. Employment breaks the cycle of generational benefit dependency and will encourage children to access school and employment in later life.

**(c) A progressive and equitable city**

- 8.3 Supporting people who are homeless to gain employment and accommodation will unlock their potential to help them become independent citizens who contribute to our city.

**(d) A liveable and low carbon city**

- 8.4 N/A

**(e) A connected city**

- 8.5 N/A

**9.0 Key Policies and Considerations****(a) Equal Opportunities**

- 9.1 As a public body the Council has a number of statutory duties under equalities legislation. These are often referred to as the Public Sector Equality Duties (PSED). The PSED require the Council, through its decision making process, to give due regard to the need:

- To eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act;
- To advance equality of opportunity between people who share a protected characteristic and those who do not;
- To foster good relations between people who share a protected characteristic and those who do not.

- 9.2 This involves in particular having due regard, to the need to:

- Tackle prejudice; and
- Promote understanding

- 9.3 The protected characteristics are age, disability, gender re assignment, pregnancy, maternity, race, religion or belief, sex and sexual orientation. The Equality Act explains that having due regard for advancing equality involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristics

- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people. Particular attention needs to be paid to the needs of disabled people in taking account of this requirement.
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low

9.4 Although people who are homeless are not recognised as a protected characteristic, research shows that this group of people are significantly disadvantaged in a range of outcomes compared to their peers. The homeless strategy will work with people, hopefully resulting in increased opportunities for employment, education and or training as well as increased financial well-being and inclusion. The strategy will also help people around accommodation, which will improve their mental well-being.

### **(b) Risk Management**

9.5 Assessment, mitigation and management of risk will be overseen through two channels reflecting both the city wide work, and the work of the Council within that. The governance of the city strategy will be through the Manchester Homeless Partnership Board. The governance of the work that the Council does within the Strategy will be through the city council's governance arrangements.

### **(c) Legal Considerations**

9.6 The legal considerations are addressed in the body of the Report.

## Appendix 1

### Manchester's Homeless Strategy

#### Manchester Homelessness Strategy

Losing a home can be the consequence of different structural or personal factors. In the past ten years, the number of households affected by homelessness has increased across the country. During this time, Welfare Reform has introduced the freezing of Local Housing Allowance, benefit caps for low-income families, and Universal Credit; average rents in the private-rented sector have increased, and demand for social affordable housing has grown, outstripping supply. In 2017, more than 300,000 people in Britain – equivalent to one in every 200 – were officially recorded as homeless or living in inadequate homes.<sup>1</sup>

In addition to this, in 2017 the number of people sleeping rough in England rose for the eighth consecutive year, with 4,751 people counted or estimated by local authorities to be sleeping rough in England on any one night in autumn – a 15% increase from the 2016 figure of 4,134, and more than double the 2010 figure.

Manchester reflects the national trend in the number of households that have lost their home. Both the use of temporary accommodation and the number of people who experience sleeping rough have increased. At the same time, the number of affordable houses on the Local Housing Allowance rate has shrunk, and pressures on affordable social housing is increasing. Housing options for people on low incomes or those receiving housing benefits are becoming limited. Financial vulnerability and levels of poverty have increased. Experience of childhood poverty is closely linked to experience of adult homelessness; Manchester has one of the highest child-poverty rates in the country.

To prevent homelessness we need to address inequalities and create equitable access to skills, education, employment and health, alongside housing. We need to ensure that personal circumstances are not a barrier to accessing services and opportunities, and give extra support to those who might need it to overcome these structural issues. An Our Manchester approach underpins this strategy, putting people's strengths and potential at its heart. It's also about recognising the contributions that are needed from lots of different people and organisations to make this strategy work. These contributions will come from those organisations working in Manchester, those working across the Greater Manchester region, and those working nationally. Changes under the Homelessness Reduction Act, including the new duty to collaborate, acknowledge the important contributions organisations can make towards preventing homelessness. Manchester is committed to this approach, supported by Manchester's Homelessness Partnership.

#### Manchester Homelessness Partnership

The Manchester Homelessness Partnership has enabled organisations, services and citizens to work together on the challenges that can affect people who are experiencing homelessness. In 2015, the Partnership established Manchester's Homelessness Charter [\[insert link to Charter web page\]](#) and multiple action groups [\[insert link to Action Groups Webpage\]](#). These groups have developed new approaches to reduce homelessness, bringing together people who are homeless and organisations that provide support for people to overcome personal and systemic challenges. This strategy represents an expansion of the commitments and pledges made through the Charter, demonstrating what we commit to as a city. The Partnership also works closely with the Greater Manchester

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<sup>1</sup> Shelter, Far From Alone: Homelessness in Britain 2017, November 2017

Homeless Action Network so that a common understanding of our goal goes hand in hand with shared best practise.

The Charter established a clear vision and values that have framed the work of the Partnership. This strategy is aligned to these vision and values:

### **Vision:**

To end homelessness in Manchester.

### **Values:**

We believe that everyone who is homeless should have a right to:

- A safe, secure home, and if needed, an appropriate level of support to create a good quality of life
- The full protection of the law, and not be subjected to violence, abuse, theft and discrimination
- Respect and a good standard of service everywhere
- Equality of access to information and services
- Equality of opportunity to employment, training, volunteering, leisure and creative activities.

We believe that those who work with homeless people have a collective responsibility to ensure that:

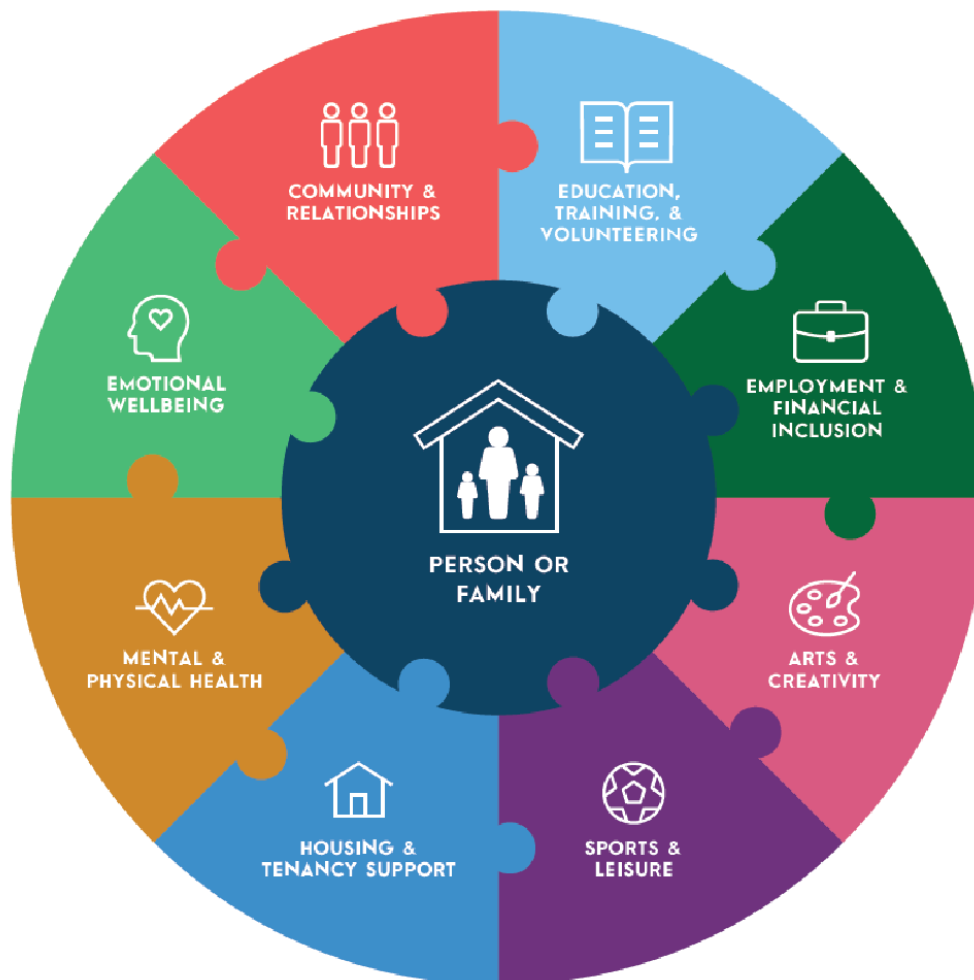
- Good communication, co-ordination and a consistent approach is delivered across all services
- People with experience of homelessness have a voice and are involved in determining the solutions to their own issues, and homelessness in general

### **Principles:**

An Our Manchester approach is integral to this strategy; its principles are aligned to this approach:

#### **We see potential and work with strengths**

To overcome the effects of homelessness, we want to create environments for people to thrive. This means recognising the assets that people and families have and starting with these strengths. It also means thinking and planning about more than just housing. The diagram below demonstrates the diverse approach towards providing support that is a principle of this strategy. It involves building self-expression, increased wellbeing, greater social inclusion and positive relationships in order to create a much deeper and more effective support structure. This includes increasing access to arts, sports and leisure opportunities, alongside employment, education and physical health. This diagram has been co-produced by the Manchester Homelessness Partnership Strategy Group and is inspired by With One Voice Jigsaw of Homelessness Support [\[insert as link\]](#).



Services are aimed at persons and families, including those in complex situations, to give them access to effective support so that everyone can get the type of help they need. Through working with the strengths of individuals we will increase the collective strengths of the city.

#### **We listen, learn and respond through co-production**

We value the experiences of people who use our services, or have been homeless, or who are at risk of becoming homeless. The more complex a person's or family's situation, the greater the need for co-production to find innovative, joined-up and peer-led solutions. We are committed to increasing involvement in the design, delivery and evaluation of our services with people and families who might have experienced or been at risk of homelessness.

#### **We work together as an inclusive partnership**

We collaborate with the voluntary sector, the Council, the police, health, housing providers, community and faith groups, businesses, universities and concerned citizens. This allows people to experience genuinely joined-up services, with strong communication about their goals and potential, rather than a disjointed system.

#### **It's all about people**

We work with people and families, not labels. We focus on what really matters, rather than just patching problems, and take the time to consider underlying causes and experiences rather than make assumptions. We work 'with' people and families, not 'to' them; this creates change and enables people and families to flourish.

**Aims:**

The strategy will aim to make:

1. **Homelessness a rare occurrence: increasing prevention and early intervention**
2. **Homelessness as brief as possible: improving temporary and supported accommodation to be a positive experience**
3. **Experience of homelessness to be a one-off occurrence: increasing access to settled homes**

Organisations across the city all have a contribution to make and a role to play towards these aims in order to reduce homelessness. Our work with other Greater Manchester Authorities; private, public and voluntary organisations; and the Greater Manchester Combined Authority will be mutually supporting - working towards a shared vision with a common approach.

**Aim 1: Making homelessness a rare occurrence: increasing prevention**

Partnership action groups have said that more advice and information should be available in doctors' surgeries, libraries and Sure Start centres, especially information about private-rented sector tenancies and tenancy rights.

We can increase prevention by:

- Involving people who have had experience of homelessness in designing services to make sure they are accessible
- Getting services across all sectors to work better together, not as individual organisations
- Making sure people are not discharged from one service, for example prisons, mental-health services or hospitals, directly onto the street.
- Making sure we are good corporate parents to care leavers, helping them access the correct services and pathways at the correct time so they do not become homeless.
- Encouraging all organisations to recognise and respond to the additional vulnerabilities and support needs of young adults who have had a local authority care history.
- Working with the private-rented sector and social landlords to establish new approaches to reduce evictions.
- Ensuring ease of access across the community to specialist advice where there is a risk of homelessness, and that day centres can support people who arrive at a point of crisis.

Ultimately, to prevent homelessness, we need to address inequalities that may exist in accessing employment, education, training, housing and health services across the city. We need services to be more aware of homelessness and what they can do to work together to prevent it.

**Making homelessness a rare occurrence:** the Partnership will increase homelessness prevention through:

**Supporting people to maintain their home:**

- Create links to local services; offer opportunities to improve physical and mental health, education, leisure and cultural activities; and provide access to training, volunteering and employment

- Provide advice and information to support people to access services that could prevent them becoming homeless. Raise awareness about realistic housing options and homelessness in the city
- Identify earlier where households might be at risk of homelessness. Raise awareness with front-line staff across public services to recognise at-risk families or individuals to then reduce the likelihood of homelessness and when needed refer them for specialist support early; this includes assistance with housing, as well as advice on employment, mental-health services and family mediation, as part of the Duty to Collaborate
- Work across services and organisations to proactively prevent and reduce homelessness
- Develop joint-working arrangements to target situations where a household might be at risk of falling through the gaps in services, in particular tenants living in the private-rented sector
- Engage with private-rented sector and social landlords and develop new approaches that reduce the number of people and families becoming homeless in the city
- Where antisocial behaviour might put someone at risk of homelessness, restorative approaches are taken to resolve the situation, bringing in other support services that might be needed
- Raise awareness of the potential impact of short custodial sentences in causing the loss of a stable home and promote the use of diversion methods during court proceedings in such circumstances, ensuring other support is linked into this.

Support people to move in a managed way:

- Create opportunities for accessing housing of the right kind and quality, to prevent people from becoming homeless in the private-rented and social-rented sector
- Reduce recurring homelessness, identifying influencing factors such as mental health, learning disability, substance misuse, entrenched poverty and by connecting people to local services, education, cultural and leisure activities, training, volunteering and employment opportunities
- Enable people and families to move and feel at home in their new home, through working with their strengths and interests
- No one is discharged from hospital, in-patient mental-health services, or drug and alcohol detox treatment or leaving care if they are homeless. to street homelessness or unsuitable temporary accommodation. And all discharges are planned, with continuity of treatment and support where needed.

**Aim 2: Making homelessness as brief as possible: improving temporary and supported accommodation to be a positive experience**

Feedback from Partnership events has highlighted how long it can take to move on from temporary accommodation and the difficulties of finding suitable, affordable accommodation in the city. It is also becoming increasingly difficult to find affordable homes in the private-rented sector that are large enough for families to use as temporary accommodation. Increasingly, families can be placed out of the city. Families have reported difficulties in getting their children to school on time and some have reported poor conditions in these properties. However, timescales can vary, and households can be living in temporary accommodation for over two years while they wait to move in to a suitable home.

Staff working in supported accommodation schemes or temporary accommodation schemes have said there is an increasing demand for these services and an increase in the complexity of the people

they are working with. In particular, increases in young people and women accessing support services have been seen in Housing Related Support. Better links into wider support services and raising awareness of what is available in the city would support staff in these settings.

People who currently live in unsupported temporary accommodation (B&Bs) can face very poor living conditions, as reported by Justlife. This can impact significantly on a person's mental health and wellbeing.

**Make experiences of homelessness as brief as possible:**

The Partnership will make the experience of temporary and supported accommodation as positive as possible by:

- Reducing inequalities and disruptions to accessing physical and mental health services, education, advice, community resources or other support that might be needed for people living in temporary and support accommodation inside and outside the city. Ensure that people in temporary and supported accommodation participate fully in their community and that they aren't isolated or disadvantaged through being placed in temporary or supported accommodation.
- Focusing on the strengths and interests of people and families living in temporary and supported accommodation, connecting them to the education, training, volunteering, housing, cultural, leisure and employment opportunities in the city
- Understanding the current demand and unmet need for supported accommodation to influence the future commissioning of services, and improving access to supported accommodation
- Minimising the need for temporary accommodation over time by preventing people becoming homeless
- Working with the unsupported temporary accommodation sector to improve standards
- Working with single people and families who have lived in temporary and supported accommodation, to design, commission and deliver future services, and ensure they are accessible.

**Aim 3: Experience of homelessness to be a one-off occurrence: increasing access to settled homes**

Feedback from Partnership engagement events and staff engagement has highlighted that more support following moving out of temporary or supported accommodation would help more people to move on, particularly to connect to a local area. This could include involving more people who have been through a similar experience, to support people through this process.

Housing options for people on low incomes, or in receipt of welfare benefits after moving out of temporary accommodation, are becoming limited. Average rents of private-rented accommodation in the city have increased over the past ten years, and there are now only a handful of wards affordable on LHA rate. The rate of homeless households accessing social housing does not match the increasing demand, which means families and single people have to wait for suitable accommodation across the city. It also means more people are vulnerable to becoming homeless as this part of the market becomes smaller. Therefore, a wider approach to accessing homes across Greater Manchester will need to be adopted – specifically within the private rented sector – and consideration will need to be given to other types of housing that could be developed.



**Making homelessness a one-off, not repeated, experience: accessing settled homes**

The Partnership will reduce recurring homelessness, making any experience of homelessness a singular experience:

- Ensuring that people can access affordable, good-quality homes in the right places in the private-rented sector, working with private and social landlords to develop different options
- Reviewing the impact of the Allocation Scheme on people who are at risk of homelessness, including single people who may face barriers to accessing social housing, and adjusting our approach to best meet this demand
- Connecting people to local services, physical and mental-health services, education, cultural and leisure activities, training, volunteering and employment opportunities. Enabling people and families to move and feel at home in their new home, by addressing any basic needs and working with their strengths and interests
- Offering people who have experienced long-term repeated rough sleeping access to whatever treatment, care or support is needed in their local community. Ensuring this support is delivered in a flexible and person-centred way to help reduce the risk of another period of homelessness.
- Ensuring that people have access to ongoing support when they move on to their own tenancies, through appropriate resettlement services, day centre provision or other support to ensure that they don't end up being homeless again
- Understanding more about the demand for housing for people who are or may become homeless, and working with landlords, accommodation providers and housing developers to review what the demand is and what the gaps are to shape our building profile.
- Involving people who have experienced homelessness to identify barriers, and designing future services and approaches to support resettlement and connect people to their new communities.

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## Appendix 2

### Statistics and background information

The following tables give information on some of the reasons why people are homeless and the numbers of cases accepted for these reasons in 2017/18

#### Private rented Sector:

Acceptance reason	2017/18
Arrears (private sector)	33
Termination Assured Shorthold Tenancy	19
Loss of private rented/tied accom	297

#### Fleeing domestic violence:

Acceptance reason	2017/18
Domestic violence (partner)	182
Domestic violence (associated person)	42

#### Loss of lodging:

Acceptance reason	2017/18
Parental dispute	132
Rels/friends asked to leave	121

#### Transition from leaving an institution:

Acceptance reason	2017/18
Loss of asylum accommodation	82
Leaving hospital	8
Leaving institution/care	10
Prison discharge	7
Forces discharge	-

**Non-violence relationship breakdown and Mortgage arrears/ repossession:**

Acceptance reason	2017/18
Non-violent relationship breakdown	67
Mortgage arrears/repossession	7

**Manchester Homelessness Strategy - Action Plan**

The Homeless Charter Partnership and the City Council recognises that we all have a part to play in working together to end homelessness in Manchester. This template is to be used to collect organisations contributions to the Manchester Homelessness Strategy refresh. The activity you and your organisation commit to will contribute to the three strategic aims listed below:

- Making homelessness a rare occurrence: Increasing prevention
- Making homelessness as brief as possible: Improving temporary and supported accommodation and making it as positive experience as possible
- Making homelessness a one off, and not repeated, experience: increasing access an support maintaining a settled home

There is more information about these three aims on the next tab. This includes a set of We Will statements that help to define what each aim hopes to achieve.

Initially you may want to include work that is already being undertaken by your organisation or service that supports the achievement of the three aims. This will give us a clear picture of the city wide response to homelessness and will help to identify any gaps that might exist that will need new activity. Co-production and working with people who have experienced homelessness is key to the approach of this strategy we would like to see how you have involved people or families who might have experienced homelessness in developing this activity.

No.	Organisation name	Aim/ 'We will' this applies to	Activity  Prompt: Outline activity and state how you have used co-production to develop this activity?	Does this target a particular vulnerable group? For example families, single people, young people, people leaving prison, people fleeing domestic violence, LGBT people who are homeless, BME people who are homeless, people who are sleeping rough, private rented sector tenants, women, veterans, people affected by poverty, people with mental illhealth, people ho are affected by substance misuse)	How will you measure the success or impact of your activity?	Date to be completed	Is this activity reproted into any other Boards or Groups? Eg Health and Homelessness Task Group, Children's Board, Housing Access Board etc	Named Lead (TBC)	Any Comments
<b>Strategic Development</b>									
1	MCC - Strategic Housing	Aim 3 - Create opportunities for accessing housing, of the right kind and quality	Review Social Housing Allocations Policy	All types of applicants on the re-housing register		Apr-20	Strategic Housing Board	Mark Ellison	Actions reflected in the Strategic Housing Team Plan
2	MCC - Strategic Housing	Aim 3 - Create opportunities for accessing housing, of the right kind and quality	Improve accommodation opportunities for people who are homeless - Joint investment with RPs - Strategic property acquisitions - 4 Bed Properties - 60 properties	Families who require settles accommodation of 4 or more bedrooms		Mar-19	Homelessness Officer Group	Reggie Khanum	Actions reflected in the Strategic Housing Team Plan
3	MCC - Strategic Housing	Aim 3 - Create opportunities for accessing housing, of the right kind and quality	Young people carers model - Bramcote Gardens , 4 apartments 8 units. To be used as move on accommodation to house young people moving from supported accommodation with very low level support needs, this would include young people who are homeless and care leavers.	Young people and care leavers with low support needs		Aug-18	Homelessness Officer Group	James Greenhedge	Actions reflected in the Strategic Housing Team Plan
4	MCC - Strategic Housing	Aim 3 - Create opportunities for accessing housing, of the right kind and quality	Bring back into use 8 bedroom property on Princess Rd for the use of move on accommodation for people who have been homeless	Single people		Mar-20	Homelessness Officer Group	Carol Western	Actions reflected in the Strategic Housing Team Plan
5	MCC - Strategic Housing	Aim 3 - Create opportunities for accessing housing, of the right kind and quality	Work with RP (Great Places), Homelessness and Children's to increase supply of units for homeless young people and care leavers (5-7 units)	Young people and care leavers with low support needs		Mar-19	Homelessness Officer Group	Reggie Khanum	Actions reflected in the Strategic Housing Team Plan
6	MCC - Strategic Housing	Aim 2 - Make the experience of homelessness as brief as possible	Work together with Homelessness colleagues to develop an interim contract arrangement with RPs to manage DA which will result in significant savings for the Council to be used for Homelessness Prevention	People in Dispersed Accommodation		Nov-18	Homelessness Officer Group	Gareth Clarke/Reggie Khanum	Actions reflected in the Strategic Housing Team Plan
7	MCC - Strategic Housing	Aim 3 - Create opportunities for accessing housing, of the right kind and quality	Work with colleagues in Homelessness and GMCA to develop a GM wide Social Letting Agency	No.		Aug-19	GM Housing Strategy Group	James Greenhedge/Gareth Clarke	Actions reflected in the Strategic Housing Team Plan
8	MCC - Strategic Housing	Aim 3 - Create opportunities for accessing housing, of the right kind and quality	Delivering 40, 2 bed, new build homes in North Manchester, to be managed by Northwards, at affordable rent hence increasing affordable housing stock in the area for families on low income. Also, the homes will provide opportunities for tenants to down size, freeing up larger family homes for those on the waiting list	Families on low income and private sector tenants		Nov-18	North Manchester New Build Board	Lucy Lovatt/Yvette Ryle	Actions reflected in the Strategic Housing Team Plan
9	MCC - Strategic Housing	Aim 3 - Create opportunities for accessing housing, of the right kind and quality	Delivering 20, 2 and 3 bed, shared ownership homes in North Manchester, to be managed by Northwards, hence increasing affordable housing stock in the area for families. Also, the homes will provide opportunities for tenants to move onto home ownership, freeing up social housing for those on the waiting list	Families on low income and private sector tenants		Dec-18	North Manchester New Build Board	Lucy Lovatt/Yvette Ryle	Actions reflected in the Strategic Housing Team Plan
10	MCC - Strategic Housing	Aim 3 - Create opportunities for accessing housing, of the right kind and quality	Delivering 75, 2 and 3 bed, homes for shared ownership and affordable rent in North Manchester, hence increasing affordable housing stock in the area for families. Also, the homes will provide opportunities for tenants to move onto home ownership, freeing up social housing for those on the waiting list. They will also enable tenants to down size, freeing up larger family homes for those on the waiting list	Families on low income and private sector tenants		Mar-21	North Manchester New Build Board	Lucy Lovatt/Yvette Ryle	Actions reflected in the Strategic Housing Team Plan
11	MCC - Strategic Housing	Aim 3 - Create opportunities for accessing housing, of the right kind and quality	Increase the number and range of affordable homes, including Social housing and free up existing social housing -Support RPs to develop a range of affordable housing (affordable rent; shared ownership; rent to purchase, good quality private rent, social housing etc.) and free up social housing	Individuals and households at a range of different income levels, including those assessed as earning the average Manchester income and those below this level		Ongoing	Residential Growth panel and strategic Housing Board	Jude Millett/Sheila Connor	Actions reflected in the Strategic Housing Team Plan
12	MCC Strategic Housing	Aim 3 - Create opportunities for accessing housing, of the right kind and quality	Increase extra care units for older people and in doing so free up social housing -Develop 2 MCC owned Extra Care schemes and support the delivery of RP extra care schemes targeted at Manchester Residents to deliver over 500 units of extra care accommodation by 2021	People over 55 with care needs		2021	Residential Growth panel and strategic Housing Board	Steve Sheen/Jude Millett	Actions reflected in the Strategic Housing Team Plan

13	MCC - Strategic Housing	Aim 3 - Create opportunities for accessing housing, of the right kind and quality	Increase the number and range of affordable homes and in doing so free up social housing via the Housing Affordability Zones - Strategic development of sites, including sites in MCC ownership, to increase supply of all forms of rented and home ownership options	Individuals and households at a range of different income levels, including those assessed as earning the average Manchester income		Ongoing	Residential Growth panel and Strategic Housing Board	Lucy Lovatt, Jude Millett, James Greenhedge	Actions reflected in the Strategic Housing Team Plan	
14	MCC - Strategic Housing	AIM 1 - Making homelessness a rare occurrence, Engage with private rented sector landlords to raise awareness and understanding of homelessness in the city	Review the 4 Selective Licensing areas to make sure that landlords are operating in accordance with their license conditions and that property standards are maintained.	All people living in Private Rented accommodation within the selective licensing areas.		Mar-20	Market Rental Strategy Board	James Greenhedge - Reggina Khanum	Actions reflected in the Strategic Housing Team Plan	
15	MCC - Strategic Housing	Aim 3 - Create opportunities for accessing housing, of the right kind and quality	Work with Adult Services to explore investment opportunities to provide and increase access to settled accommodation at social and affordable rents.	All (at this stage)		Mar-19	Strategic Housing Board	James Greenhedge - Gareth Clarke	Actions reflected in the Strategic Housing Team Plan	
16	MCC - Work & Skills	Making homelessness a rare occurrence - Increasing prevention Create links to local services including training, volunteering and employment opportunities	Attend and contribute to the Homelessness Prevention Steering Group to develop links with partners and VCS organisations to provide early intervention support to improve employability skills.  Support work clubs at the Booth Centre and Back on Track by promoting their offer and inviting them to support provider fora. Partnership working with DWP Troubled Families Employment Adviser at the Booth Centre and have an JCP adviser at the Longford Centre  MAES Community Learning Fund awarded to Back on Track to deliver training programmes and work experience placements to vulnerable groups, including homeless.  Co-production with specialist support provision of a resource sheet specifically for veterans for use by homelessness teams.  Promotion of the integrated offer in the customer service centre - with access to National Careers Service, Citizens Advice, Motiv8  Joint working with Working Well provider to raise awareness of available support eg. DHP	The activity is mainly universal however there is some targeted work ie. veterans, DV&A	Ongoing		Elayne Redford	Action reflected in Work & Skills Service Plan	Action reflected in Work & Skills Service Plan	
17	MCC - Work & Skills	Making homelessness a rare occurrence - Increasing prevention Create links to local services including training, volunteering and employment opportunities	<b>Business Engagement:</b> Support the Business Action Group and work with businesses through our business networks to encourage employers to engage with the homeless agenda (e.g. encouraging them to use the BITC and My Future models ). Partnership wprok with DWP who also support this Action Group  Work with MCC Corporate Procurement to influence commissioners to include consideration for the support of the homeless agenda as part of their Corporate Social Responsibility in commissioned activity. Similarly support partners and suppliers to work with the Homelessness Partnership as part of their CSR.  Support direct recruitment by engaging with and influencing employers to recruit those with lived experience. For example the recruitment of support workers for the Longford Centre in Chorlton.  Support the Homelessness Partnership with the pilot for an online jobs portal for 'homeless-friendly employers by raising awareness of this facility through our business networks.	No particular group	Ongoing		Mike Cunliffe	Action reflected in Work & Skills Service Plan	Action reflected in Work & Skills Service Plan	
18	MCC - Work & Skills	Making homelessness as brief as possible: Improving temporary and supported accomodation to be a positive experience- Focus on strengths of people living in temporary and supported accomodation, connecting them to education, training, volunteering and employment opportunities	Work with partners to ensure individuals and families are given the right support to improve their situation ie. debt advice, money management, access to volunteering, training and employment  Raise awareness of Work & Skills offer to providers at General Alliance meetings - link providers with Work & Skills Bulletin and Employer Suite offer, and specialist support such as Motiv8  Include frontline worker training in the Universal Credit Action Plan for staff to support those in temporary accomodation	No particular group	Ongoing		Elayne Redford	Action reflected in Work & Skills Service Plan	Action reflected in Work & Skills Service Plan	
19	<b>Corporate Core</b>									
20	MCC - Finance	All	Budget Monitoring, close working and regular meetings with the service managers to understand the latest forecast spend and pressures in each area so that the service can work towards delivering a balanced budget	No particular group		Ongoing		Chris Thomas		
21	MCC - Finance	All	Analysis of past trends to inform investment ask at budget setting for 2018/19. Leading on from this analysis of the investment spend to understand and evidence the impact of this investment	No particular group		Ongoing		Chris Thomas		
22	MCC - Finance	AIM 2: Make experiences of homelessness as brief as possible:	Rough Sleeping Initiative, succesful bid for Grant funding for a targeted fund for local authorities with the highest number of rough sleepers.	People who are sleeping rough		Oct 2018		Chris Thomas		

23	MCC - Finance	Aim 3 - Create opportunities for accessing housing, of the right kind and quality	Improve accommodation opportunities for people who are homeless - Joint investment with RP's - Strategic property acquisitions - 4 Bed Properties - 60 properties	Families who require settles accommodation of 4 or more bedrooms		Oct 2018	Strategic Housing Board	Rachel Rosewell	
24	MCC - Revs and Bens	Aim 1	Landlords (social and private) are encouraged to contact the Benefits Service if they have a tenant who is at risk of eviction due to rent arrears. When we are contacted about such cases we will take all reasonable steps, including use of DHP, to prevent eviction.	No.	We do not hold records of these cases.	Ongoing	No.	Jane Stafford / Julie Bamford	
25	MCC - Revs and Bens	Aim 1	Our DHP scheme will support those people affected by the benefit cap and other welfare reform changes to either sustain their tenancy or to move to an affordable home. This can include support with arrears, paying rent shortfalls, and where there is a live claim for HB or UC we can offer support with deposits / agent fees.	No.	DHP is typically used to assist people to stay in their home by covering part or all of a shortfall between their HB / UC (housing element) and their rent. Our recording system does not support our reporting on awards made that have expressly prevented homelessness but it is reasonable to conclude that a significant proportion of awards help prevention.	Ongoing	No.	Matthew Hassall	
26	MCC - Revs and Bens	Aim 2	We will offer a "DHP guarantee " to landlords in order to take people who are affected by the benefit cap. Example - a family in homeless accommodation, 5 children and another on the way. No RSL properties available that are large enough and private landlords are reluctant to take them because they are capped. We can offer a guarantee to landlords that we would pay DHP for 6 months to cover any shortfall between the rent and HB. We can deliver this by working with the support worker on a case by case basis.	Yes. Families subject to the benefit cap.	We can record how many families are moved from homeless accommodation to private accommodation as a result of using DHP to cover the rent shortfall created by the cap. We can also record the cost of DHP used for this purpose.	With immediate effect.	No.	Amy Brickland	
27	MCC - Revs and Bens	Aim 3	Experience shows that it is essential that people moving into homelessness accommodation submit a claim for HB promptly. The transient nature of a proportion of these cases means that failing to claim promptly can result in no HB claim and so no HB can be paid. This results in a financial loss to the Council and can also result in rent arrears which creates a barrier to being considered for social housing and longer term financial pressures. We deliver training to managers responsible for MCC run homeless accommodation to ensure they understand HB / Universal Credit and the importance of making a timely claim for benefit.	No.	Homelessness can monitor cases that receive HB and those that don't. Revs and Bens cannot report on this because if we don't receive a claim we won't know about it.	Ongoing	No.	Bec Pendlebury	
28	MCC Revs and Bens	Aim1 and 2	We will provide a support package from the welfare provision scheme to support people moving into a new tenancy. This will include cooker, fridge, bed, kitchen starter pack, bedding and towels. We also consider emergency fuel payments.	Families / single people being rehoused in a new area / community	We monitor reasons / number of awards made	Ongoing	No.	Daniel Keen	
29	MCC Revs and Bens	Aim 1	Where a person has difficulty managing their own affairs or it is improbable that they will pay their rent or to help them secure or retain their tenancy we will pay HB to the landlord where they are living in the private rented sector.	All vulnerable groups	File notes kept of all decisions	Ongoing	No	Jane Stafford / Julie Bamford	
30	Manchester City Council Council Tax Service	Help maintain people in accommodation following a homeless spell	Where someone is permanently rehoused through this strategy we will consider suspending any recovery action for pre existing Council Tax debts. If the person maintains Council Tax payments for 12 months we will consider writing off the debt	No.		As soon as agreed	No	Charles Metcalfe	
31	Manchester City Council - Performance Research & Intelligence	AIM 1: Making homelessness a rare occurrence: Increasing prevention, AIM 2: Making homelessness as brief as possible: Improving Temporary and Supported Accommodation to be a positive experience, AIM 3: Making any experience of homelessness a one off, and not repeated experience: Increasing access to a home	1 support from data governance to see if Business Objects will allow the Homelessness service to pull together information from different systems resulting in new intel or more efficient data processing.	General approach	These activities are designed to monitor the success of the approach as a whole	Tbc	N/A	Janet Smith	
32			2 support from PRI performance teams to identifying metrics that could monitor progress with the homelessness strategy. Working group to look into metric selection and feasibility of data collection from a range of organisations.	General approach	These activities are designed to monitor the success of the approach as a whole	End 2018	Tbc	Courtney Brightwell	
33			3 following 2 above, redesign the homelessness dashboard to provide a) necessary management info and b) monitoring against the strategy (in separate sections)	General approach	These activities are designed to monitor the success of the approach as a whole	Mar-19	Tbc	Sandra Aguilera, Lorraine Copeland	
34			4 developing housing and homelessness reporting to smt / emg and the strategic housing partnership, linked to the strategy and the corporate plan priorities.	General approach	These activities are designed to monitor the success of the approach as a whole	September '18	Strategic Housing Board, SMT, EMG, DMTs	Courtney Brightwell	
35	MCC HROD	Continue to identify and promote apprenticeship roles through the Big Life organisation to develop employment opportunities for people experiencing life challenges including Homelessness	Activity in this area is already ongoing in other areas of the Directorate. Through the relationships already established with Big Life, and with Senior Management approval, seek to widen the scope of roles to increase the opportunities available	This targets people who may have addiction, mental health, and other complex challenging issues including Homelessness which have affected their ability to secure long term employment	Successfully making appointments to the roles and monitoring the retention period	Ongoing	Recruitment activity monitored through HROD performance Board	TBC	
36	MCC HROD	Link the City Council's new Work Experience initiative into Business in the Community to provide a range of work placements	Support the Work Experience Champions to identify a variety of placements across the Directorate and the wider Council which would increase skills and employment experience	This targets people who may have addiction, mental health, and other complex challenging issues including Homelessness which have affected their ability to secure long term employment	By providing a continued range of opportunities that citizens find meaningful in their pursuit of employment		Likely to be tracked via HROD and reported through HROD DMT	TBC	
37	MCC HROD	Ensure easy access to recruitment	Look at whether there are any measures that need to be taken to ensure that there are no barriers in applying for a role on the current application system.	All groups, but would particularly support those who are unfamiliar with having to use computers and complete paperwork	Via feedback from testing through the service. Through the organisations we already work with we could look at asking for lived experience volunteers to be involved in this.	Oct	Any changes to the systems would need to go through a formal sign off process and be communicated across the Council via the appropriate channels	TBC	
38	<b>Growth and Neighbourhoods</b>								
39	Community Safety Partnership	Making homelessness a rare occurrence - Increasing prevention Create links to local services including training, volunteering and employment opportunities	Early intervention and prevention of DV and A. As a part of the co-produced DV and A strategy the partnership have identified a range of activities to prevent the escalation of DV and A that can result in homelessness. this includes early intervention through Operation Encompass and Strive as well as the Safe and Together model being rolled out in Children's Services	People fleeing Domestic Violence	Performance framework currently being identified by DV and A Strategy Group	Mar-19	DV and A Strategy Group that reports to Community Safety Partnership Board	Sam Stabler	

40	Community Safety Partnership	Making homelessness a rare occurrence - Increasing prevention Create links to local services including training, volunteering and employment opportunities	Early intervention and prevention of Anti-social Behaviour. Working with GMP, MCC and Housing Providers to have an approach to ASB that delivers early intervention through informal and formal actions that also link to early help and support to enable individuals and families to maintain their tenancies and aspirations	All		Ongoing	Community Safety Partnership Board	Sam Stabler		
41	Manchester City Council -Libraries	<b>AIM 2: Make experiences of homelessness as brief as possible:</b> The Partnership will make the experience of Temporary and Supported Accommodation as positive an experience as possible by: - Reducing inequalities and disruptions to accessing health, education, advice, community resources or other support that might be needed for people living in temporary and supported accommodation inside and outside of the city. Ensure that people in temporary and supported accommodation participate fully in their community and aren't isolated or disadvantaged through being placed in temporary or supported accommodation.	Expand scheme to encourage library membership for homeless people. Currently operates with Lifeshare and Booths Centre. Enables people without permanent address to access Internet (e.g. to apply for UC, housing etc), information and borrow books without receiving fines. This initiative was developed in conjunction with Lifeshare. Increase the number of people benefitting from this scheme with those organisations. Expand the scheme to other organisations.	Homeless people who are in contact with a support organisation	These customers will be assigned a specific 'customer type' on our system, so we will be able to assess how many customers have joined as part of this scheme.	Nov-18	No	Philip Cooke	This scheme is in existence now - the action is the expansion of the scheme	
42	Manchester City Council -Libraries	<b>AIM 1: Supporting people to maintain their home: - Create links to local services, health, education, cultural, leisure, training, volunteering and employment opportunities, to enable people and families to maintain a home</b> - Reduce reoccurring homelessness through connecting people to local services, education, cultural, leisure, training, volunteering and employment opportunities. Enabling people and families to move and feel at home in their new home, through working with their strengths and interestSupport people to move in a managed way: - Reduce reoccurring homelessness through connecting people to local services, education, cultural, leisure, training, volunteering and employment opportunities. Enabling people and families to move and feel at home in their new home, through working with their strengths and interests. <b>AIM 3: Making homelessness a one off, not repeated, experience:</b> Accessing settled homes - Connect people to local services, health, education, cultural, leisure, training, volunteering and employment opportunities. Enabling people and families to move and feel at home in their new home, through working with their strengths and interests.	Production of library card and leaflet (that informs where your local library is, computer access (for job search, UC, housing etc), activities and events etc. This will be given by rehousing advisers to their clients when they are being housed in a new area / community in temporary or permanent accommodation	Families / single people being rehoused in a new area / community	Feedback from rehousing advisers. Use of libraries	Nov-18	No	Philip Cooke		
43	<b>Childrens</b>									
44	Early Help Hubs (EHH)	Aim 1: Making homelessness a rare occurrence: Increasing prevention	The EHHs will provide advice and support to partners to develop holistic whole family assessments and plans which include a focus on housing related issues in order to stabilise home conditions and resolve wider family difficulties which may result in the loss of accommodation.	Families who need additional help and support	The EHHs have a performance framework which includes data and analysis of activity and outcomes in order to measure impact across a range of indicators.	Ongoing	Early Help Operational Board, Children's Board, MSCB	Jo Dalton		
45	Early Help Hubs (EHHs)	Aim 1: Making homelessness a rare occurrence: Increasing prevention	The Early Help Practitioners based within the EHHs will coordinate and deliver an offer of targeted support to families with more complex needs to improve family life and help families to tackle any underlying issues which may result in homelessness (eg DV&A, financial issues, substance misuse and behaviour related problems).	Families who need additional help and support	Family outcomes are part of an extensive evaluation conducted annually and include housing and homelessness analysis. This feeds into the detailed analysis conducted as part of the Troubled Families returns.	Ongoing	Early Help Operational Board, Children's Board, MSCB	Jo Dalton		
46	Early Help Hubs (EHHs)	Aim 1: Making homelessness a rare occurrence: Increasing prevention	The EHHs will work with the Integrated Neighbourhood Management teams, GMP, Registered Providers and other partners, including voluntary and third sector providers to help coordinate and support a locality based response to issues that are affecting local communities and may result in the loss of accommodation for specific individuals (eg the Dam Head work to tackle youth violence and ASB where parents may risk eviction due to behaviour related issues)	Families who need additional help and support	Projects and outcomes will be monitored as part of the overall project evaluation requirements.	Ongoing	Early Help Operational Board, Children's Board, MSCB	Jo Dalton		
47	Early Help Hubs (EHHs)	Aim 1: Making homelessness a rare occurrence: Increasing prevention	The EHHs will work with Registered Providers to support them to develop a strengths based tenancy family support offer within their own organisations and support in the identification of households who are at risk of becoming homeless (eg work undertaken with Great Places to develop family support).	Families who need additional help and support	Measured as part of the family outcomes framework within Early Help.	Ongoing	Early Help Operational Board, Children's Board, MSCB	Jo Dalton		
48	Early Help Hubs (EHHs)	Aim 1: Making homelessness a rare occurrence: Increasing prevention	The EHHs will support private sector colleagues to develop relationships with private sector landlords so that they can develop a response to tenants who they are concerned about in order to prevent the loss of accommodation (eg provide briefings and support at private landlord forums to explain pathways to support for families)	Families who need additional help and support	Will see an increase in requests for support from private landlords and a reduction in evictions.	Throughout 2018/19 and as requested	Early Help Operational Board, Children's Board, MSCB	Jo Dalton		
49	Early Help Hubs (EHHs)	Aim 1: Making homelessness a rare occurrence: Increasing prevention	The EHHs will ensure that all staff and partners working within the hubs receive appropriate training to develop skills and knowledge regarding housing related matters in order to support families in housing need and prevent rooflessness.	Families who need additional help and support	Staff will report being more confident in supporting families with housing related problems and this will be reflected in support plans and audits.	By March 2019	Early Help Operational Board, Children's Board, MSCB	Jo Dalton		
50	MCC -care leavers	A joint agreed approach from MCC corporate parents on clear pathway for Care Leavers for accommodation	Current pathway for all YP in MCC to include Care Leavers, avoiding homelessness pathway	Care Leavers		Sep-18		Shaeda Alam & Jane Davies		
51	<b>ADULTS</b>									



52	Adult Social Care	Aim 1	Support the homelessness strategy through the Our Manchester Disability Plan (OMDP) to ensure that disabled people have access to suitable accommodation that meets their needs to prevent homelessness. Working with the OMDP Board centred on co-production	Disabled People, supporting Disabled People's Organisations (DPOs) to better understand the homelessness agenda and strategic aims	Focused OMDP Partnership Board topic on homelessness	Mar-19	Progress reported through the Communities and Equalities Scrutiny Group	Zoe Robertson	Need to raise the awareness of disability and homelessness. Working collaboratively with Northwards Housing Adapted Housing Team
53	Adult Social Care	Aim 2	Continue to provide evening and weekend support to vulnerable adults with care and support needs lacking accommodation	Targets vulnerable adults who are eligible under the Care Act 2014 who are also homeless	Statistical records of Activity	Ongoing	Activity reported to the Adult Social Care Performance Board	Mike Galway	Need to ensure that Emergency Duty Service are fully briefed on the Homelessness Strategy
54	Adult Social Care	Aim 2	Improving pathways for older homeless people to access suitable retirement housing e.g. sheltered housing and extra care housing	Older homeless people	Statistical records of activity from Manchester Move or Registered Providers	Ongoing	Housing Access Group	Zoe Robertson/Anne Duffield	Need collaborative approach between Strategic Housing, Northwards Housing and Adult Social Care Commissioners for Extra Care/Retirement Housing
55	Adult Social Care	Aim 2	Specific pilot project to better support patients with TB who are also homeless (to increase compliance with high cost drug therapy) (public health and adult social care project)	People with an active diagnosis of Tuberculosis	Statistical records of people provided with a short term stay in designated TB furnished accommodation	To commence September 2018	Adult Social Care Commissioners	Zoe Robertson	The lack of a suitable property for patients with TB means that there is less compliance with drug therapy. Joint working with Public Health to test proof of concept
56	Adult Social Care	Aim 2	Identifying prisoners, due for release, who have care and support needs and could be potentially homeless (ensuring that they have adequate housing to meet their care and support/disability needs	Disabled people leaving custodial settings	Statistical records	Ongoing	Adult Social Care Commissioners	Mike Petrou	Since the advent of the Care Act 2014, there is a duty to support older and disabled people within the criminal justice system. This right extends to both within a prison setting and also release from custodial settings.
57	Adult Social Care	Aim1	Support to homeless service in serious adult reviews	No particular vulnerable groups	Statistical records/action plans from serious adult reviews	March 19	AMT	Nigel Uttley	
58	Adult Social Care	Aim 1	Improve the referral process of homeless people with complex needs into social care	Vulnerable citizens with complex Health and Social Care Needs	Statistical records/improved care pathway	Dec 18	AMT	Nigel Uttley	
59	Adult Social Care	Aim 3	Work with Adult Social care colleagues and legal to understand the interface between Housing legislation and the Care act with regards to duty of care to vulnerable adults who are deemed intentionally homeless	No particular vulnerable group	Increased awareness/improved practice	Dec 18	AMT/DMT	Bernie Enright	
60	Adult Social Care	Aim 1	Multi agency approach to working with complex citizens who are at risk of eviction, to include early intervention from Adult social Care	Vulnerable citizens with complex Health and Social Care Needs	Improved practice/better experience	ongoing	AMT/DMT/SMT	Bernie Enright	
61	Adult Social Care	Aim 2	Designated Adult Social care rep to link in with Homeless accommodation e.g Woodward Court, Women's direct access etc	No particular vulnerable group	Improved practice/better experience	Dec 18	AMT	Zoe Robertson	
62	Adult Social Care	Aim 2	Work has begun to identify a designated Mental Health Rep to ensure a joint approach working with homeless citizens with Mental Health needs	Citizens with Mental Health needs	Improved awareness/joint learning/better experience/better outcomes	Dec 18	AMT	Kate Roberts	

**AIM 1: Making homelessness a rare occurrence:**

The Partnership will increase homelessness prevention through:

**Supporting people to maintain their home:**

- Create links to local services, health, education, cultural, leisure, training, volunteering and employment opportunities, to enable people and families to maintain a home.
- Provide advice and information support people to access services that could prevent them becoming homeless. Raise awareness about realistic housing options and homelessness in the city.
- Identify where households might be at risk of homelessness earlier. Raise awareness with front line staff to recognise at-risk families or individuals and refer them for support early, including assistance with housing as well as non-housing services such as employment advice, mental health services and family mediation as part of the Duty to Collaborate.
- Work across services and organisations to proactively prevent and reduce homelessness. Develop joint working arrangements to target situations where a household might be at risk of falling through the gaps in services, in particular for tenants living in the private rented sector.
- Engage with private rented sector landlords to raise awareness and understanding of homelessness in the city.
- Undertake restorative approaches when Anti-Social Behaviour could result in homelessness.
- Raise awareness of the potential impact of short custodial sentences and promote the use of diversion methods during court proceedings.

**Support people to move in a managed way:**

- Create opportunities for accessing housing, of the right kind and quality, to prevent people from becoming homeless in the private rented and social rented sector.
- Reduce reoccurring homelessness through connecting people to local services, education, cultural, leisure, training, volunteering and employment opportunities. Enabling people and families to move and feel at home in their new home, through working with their strengths and interests.
- No one is discharged from hospital, mental health services, or drug and alcohol detox treatment into being homeless.

**AIM 2: Make experiences of homelessness as brief as possible:**

The Partnership will make the experience of Temporary and Supported Accommodation as positive an experience as possible by:

- Reducing inequalities and disruptions to accessing health, education, advice, community resources or other support that might be needed for people living in temporary and support accommodation inside and outside of the city. Ensure that people in temporary and supported accommodation participate fully in their community and aren't isolated or disadvantaged through being placed in temporary or supported accommodation.
- Focus on the strengths and interests of people and families living in temporary and supported accommodation, connecting them to the education, training, volunteering, housing, cultural, leisure and employment opportunities in the city.
- Understand the current demand for and unmet need for supported accommodation to influence the future commissioning of services. Improve access to supported accommodation.
- Minimise the need for temporary accommodation over time by preventing people becoming homeless.
- Work with the unsupported temporary accommodation sector to improve standards.
- Expand the insight from single people and families who have experienced temporary and supported accommodation to design, commission, deliver and quality assure solutions to identify barriers that can exist, making services accessible and in designing and delivering future services and approaches.

**AIM 3: Making homelessness a one off, not repeated, experience: Accessing settled homes**

- The Partnership will reduce reoccurring homelessness, making any experience of homelessness a singular experience:
- Ensure that people can access affordable, quality homes in the right places in the private rented sector, working with private landlords to develop different options.
- Ensure that people can access affordable, quality homes in the right places in the social rented sector, working with social landlords to develop different options.
- Review the impact of the Allocation Scheme on people who are at risk of homelessness, including on single people who may face barriers to accessing social housing and adjust our approach to best meet this demand.
- Connect people to local services, health, education, cultural, leisure, training, volunteering and employment opportunities. Enabling people and families to move and feel at home in their new home, through working with their strengths and interests.
- Offers aimed at people who have experienced long term repeated rough sleeping lead to access whatever treatment, care or support is needed in their local community.
- Ensure that people who need it have access to ongoing support when they move onto their own tenancies through appropriate resettlement services, day centre provision or floating support in order to ensure that they don't end up being homeless again.
- Understand more about the demand for housing for people who are or may become homeless and work with landlords, accommodation providers and housing developers to review what the demand is and what the gaps are to shape our building profile.
- Involve people who have experienced homelessness in identifying barriers and designing future services and approaches to support resettlement and connect people to their new communities.

**Manchester City Council  
Report for Resolution**

**Report to:** Resources and Governance Scrutiny Committee – 6 September 2018  
Executive - 12 September 2018

**Subject:** Proposed changes to the Council Tax Support Scheme

**Report of:** City Treasurer

### Summary

This report proposes changes to the Council's Council Tax Support Scheme. The changes are proposed so that the scheme remains fit for purpose as working age residents in receipt of welfare benefits are moved onto Universal Credit.

The report seeks approval from members to formally consult on the proposals that change the scheme for working age residents in receipt of Universal Credit.

### Recommendations

1. Scrutiny Committee is requested to consider and comment upon the contents of the report and the steps being taken to continue to deliver a Council Tax Support Scheme that is cost effective and provides optimum support to low income households within the available budget.
2. Executive is requested to:
  - i approve the proposals contained in the report and agree to the start of a formal consultation exercise to take place between 13 September and 31 October 2018; and
  - ii note that the outcome of the consultation will be reported back to Executive in December 2018.

### Wards Affected: All

<b>Manchester Strategy outcomes</b>	<b>Summary of the contribution to the strategy</b>
A thriving and sustainable city: supporting a diverse and distinctive economy that creates jobs and opportunities	The proposals have been considered to ensure that they do not have a negative impact on the transition into work or maintaining employment
A highly skilled city: world class and home grown talent sustaining the city's economic success	The proposals have been considered to ensure that they do not have a negative impact on the transition into work or maintaining employment
A progressive and equitable city: making a positive contribution by unlocking the potential of our communities	N/a

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

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

- Equal Opportunities Policy
- Risk Management
- Legal Considerations

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### **Financial Consequences – Revenue**

The changes under discussion are not motivated by a requirement to reduce the cost of the scheme but are intended to make the scheme easier and more cost effective to administer and less onerous and complex for claimants. The changes are particularly difficult to cost because it is not possible to say what will happen to people moving on to Universal Credit.

Some will gain higher levels of Council Tax Support, others may lose, maybe after some transitional protection from DWP. We expect the cost of the Manchester scheme including the proposed changes to be broadly neutral, particularly given the context of falling caseloads. But there will be a need to fund additional software to support a banded scheme.

### **Financial Consequences – Capital**

None

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**Background documents (available for public inspection):** None

## **1. Introduction**

This report outlines the background, options and recommendations for delivering a local Council Tax Support scheme for the Council from April 2019.

The changes only affect working age claimants in receipt of Universal Credit. Non-working age claimants (pensioners) and those working age claimant not in receipt of Universal Credit are unaffected by the changes in this report.

It also provides details of how consultation and Equality Impact Assessments will be carried out.

## **2. What impact will this report have on residents?**

The proposed changes are designed to make the process of claiming CTS as easy as possible for working age people claiming Universal Credit. Other elements of the Council's CTS scheme which do not apply to working age people claiming Universal Credit are already designed to make claiming and maintaining entitlement to CTS as simple as possible.

It is important to recognise that UC is not in fact 'Universal'. CTS has to be claimed separately from the Council. Current experience shows that residents claiming UC often fail to understand this requirement.

When claiming UC claimants are asked if they are liable for Council Tax and if they want to claim CTS. If they confirm that they do wish to claim CTS the DWP set a flag on their system that means the Council is notified of the claim for UC and later on notified if the UC claim is paid. We are proposing that these notifications constitute a claim for CTS. This removes the need to complete a separate claim for CTS.

This approach will limit the number of people on UC who fail to claim CTS. In turn this will limit the numbers receiving Council Tax reminders, summons and contact from the bailiff.

Unfortunately the Council will not be made aware of people claiming UC who do not tell the DWP they are liable for Council Tax or wish to claim CTS. In these cases it is more likely that they will receive Council Tax reminders and if they do not respond to these, summons and possible bailiff action.

A similar situation may arise when people who are on UC and receiving CTS have a short term break in entitlement to UC because of a change in their income. The Council will be notified that the claim for UC has ended but the UC system does not notify the Council when the claim is reinstated.

Also there are circumstances where the level of a claimant's Universal Credit award increases and makes them over-scale for Council Tax Support for a short term period and their CTS claim is ended. This action causes the DWP flag to be removed and the UC system will not notify the Council of future changes to UC. In these cases a new claim for CTS must be made when the level of the UC award drops again.

In response to these issues we propose that we amend our Council Tax Support Scheme to allow the Council to treat new CTS claims which have been made following a break in entitlement to UC or CTS of up to six months as being made on the date on which entitlement to UC resumes (or falls to a level at which CTS is payable) or six months before the day on which the claim is received, whichever is the later.

The Council Tax recovery process means that residents will have received a bill, a reminder, a summons, notice of a liability order / bailiff warning letter, second bailiff warning letter, and then multiple contacts from the bailiff within six months of their account going into arrears. This offers a number of opportunities to remind residents of the need to claim CTS. All of these documents reference CTS and where to go for help and advice.

A big change introduced by UC is that any changes in a claimant's income, however small, will be reported to the Council. Under the 2018/19 CTS Scheme this means the Council must reassess their CTS claim every time a change in income is notified. This in turn means a new Council Tax bill is issued and it may mean a new payment plan needs agreeing. Current figures suggest an average of four changes reported per UC claim each year although it could be as many as twelve changes each year for monthly fluctuating income levels.

To make the Council's CTS Scheme easier to understand and to avoid creating new Council Tax bills every time a small change in UC income is reported a new banded scheme is recommended (details are shown at section 7. of the report). This would mean that where a change in a resident's UC income fell within the same income band that their previous UC income was in, no change would be made to their CTS award. In turn no new letters or bills would be issued.

It is also recognised that DWP sanctions can cause additional financial pressures for residents. In order to mitigate this the Council's CTS Scheme maintains CTS based upon the resident's existing CTS award for the period of the sanction. This is already in place and no changes are required to maintain this approach.

### **3. Background**

#### **3.1 Council Tax in Manchester**

Bills are sent for over 228,000 Council Tax accounts amounting to more than £225 million each year. Of this around one third of residents receive financial support in the form of Council Tax Support totalling £38.8 million annually.

The following table shows property breakdown and benefit levels split across the Council Tax bands. This was based on a snapshot position as at the end of March 2018.

	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
Number of properties	132,384	39,025	32,784	15,603	5,499	2,059	840	103
Number of these that are empty	3,762	1,255	1,228	754	293	117	52	8
Number of working age households in receipt of partial Council Tax Support	5,753	978	547	89	28	4	0	0
Number of working age households in receipt of maximum Council Tax Support	26,039	2,601	924	205	42	10	2	0
<i>Working age total</i>	<i>31,792</i>	<i>3,579</i>	<i>1,471</i>	<i>294</i>	<i>70</i>	<i>14</i>	<i>2</i>	<i>0</i>
Number of non-working age (elderly) households in receipt of partial Council Tax Support	3,647	555	359	102	40	20	0	0
Number of non-working age (elderly) households in receipt of full Council Tax Support.	10,792	1,411	781	211	48	12	1	0
<i>Non-working age (elderly) total</i>	<i>14,439</i>	<i>1,966</i>	<i>1,140</i>	<i>313</i>	<i>88</i>	<i>32</i>	<i>1</i>	<i>0</i>

The current cost of the scheme based on end of March 2018 data is £38.8m. This was split £24.3m working age and £14.5m non-working age (pensioner) households.

### 3.2 Background to the current scheme

The localisation of Council Tax Support (CTS) was announced in the 2010 Spending Review and in April 2013 Government transferred administration and responsibility of the Council Tax Benefits (CTB) system from DWP to Local Authorities with the aim of giving councils stronger incentives to cut fraud and get people back into work.

The Council Tax Support scheme (CTS) was funded with a 10% reduced budget in 2013/14, with each authority designing and implementing a localised scheme and

holding responsibility for any shortfall or surplus in the CTS budget. To achieve savings Manchester designed a CTS scheme which required all working age claimants to contribute to their net Council Tax liability (ranging from 8.5% in 2013/14 to 17.5% in 2018/19).

In April 2014 CTS funding was rolled into Revenue Support Grant (RSG), where it has been assumed CTS has reduced year on year in line with the cuts to Manchester's Settlement Funding Assessments (SFA).

In 2018/19 notional CTS funding from Government is estimated at £23.5m, while the cost of the scheme is £38.6m, giving rise to a funding gap of £15.1m.

The table below has been produced by the Council and models the loss in funding from 2012/13 to 2018/19 due to CTS.

<b>Manchester CTS Scheme - SFA</b>	<b>2012/13 £'000</b>	<b>2013/14 £'000</b>	<b>2014/15 £'000</b>	<b>2015/16 £'000</b>	<b>2016/17 £'000</b>	<b>2017/18 £'000</b>	<b>2018/19 £'000</b>
CTB / CTS Scheme Funding	(42,310)	(37,390)	(33,983)	(28,753)	(26,530)	(24,591)	(23,501)
CTS Transition Grant	-	(997)	-	-	-	-	-
<b>Total funding</b>	<b>(42,310)</b>	<b>(38,387)</b>	<b>(33,983)</b>	<b>(28,753)</b>	<b>(26,530)</b>	<b>(24,591)</b>	<b>(23,501)</b>
<i>SFA reduction %</i>			-9.1%	-15.4%	-7.7%	-7.3%	-4.4%
<b>Claimant Council Tax foregone</b>	42,310	39,849	38,763	40,301	40,048	38,750	38,623
<b>Net Loss</b>	<b>0</b>	<b>1,462</b>	<b>4,780</b>	<b>11,548</b>	<b>13,518</b>	<b>14,159</b>	<b>15,122</b>

### 3.3 Manchester's current CTS scheme

Manchester's present scheme is based on the default provisions offered by the government in 2012 and where possible uses the DWP assessment of income and needs, minimising the need for further means-testing by the local authority.

The scheme for working age residents has been developed based on a maximum award based on the available budget and the savings that have had to be made to help the Council deliver a balanced budget.

#### 2013/14 Scheme.

The Council received a transitional award and Council Tax Support was based on a maximum of 91.5% of the amount due meaning that all working age claimants had to pay at least 8.5% of their liability.

#### 2014/15 to 2016/17 (3 years)

Council Tax Support was based on a maximum of 85% of the amount due meaning that all working age claimants had to pay at least 15% of their liability.

#### 2017/18 to the present

Council Tax Support is based on a maximum of 82.5% of the amount due meaning that all working age claimants have to pay at least 17.5% of their liability.

It should be noted that non-working age residents (pensioners) are protected by government and are entitled to support for up to 100% of their Council Tax liability



## **4. Impact of Universal Credit**

### **4.1 Roll out of Universal Credit in Manchester**

In Manchester the roll-out of Universal Credit “full service” is now complete. Working Age claimants are generally no longer be able to make a new claim to “legacy” benefits – income-based Jobseeker’s Allowance, income-related Employment and Support Allowance and Income Support from DWP, Child Tax Credit and Working Tax Credit from HMRC and Housing Benefit from the Council; instead they need to claim Universal Credit.

With “full service” fully rolled out nationally by the end of 2018/19, existing cases on legacy benefits will be transferred to Universal Credit through a process of “managed migration”. The government is currently consulting on the detail of this process but it is possible that as early as autumn 2019, Manchester’s working age Housing Benefit claims and other legacy benefits could end, with those affected having to make a claim for Universal Credit instead.

This would leave Manchester’s Benefits Service providing Housing Benefit only for the elderly and for smaller numbers of people in specialised accommodation (though the government is also considering changes that would perhaps defer the migration of people with severe disabilities).

Residents in receipt of Universal Credit are required to make a separate claim for Council Tax Support with the Council.

### **4.2 Universal Credit and the impact on Council Tax Support**

#### **4.2.1 Assessing claims for Universal Credit within the current CTS framework**

Universal Credit will shortly be the single mainstream provision for most working age people on low income.

Officers within the Council have been considering the impact of Universal Credit on the Council Tax Support scheme to appraise whether it is fit for purpose.

One of the key things that officers considered was how Council Tax Support should be offered for residents in receipt of Universal Credit.

Based on the current scheme and assessment model, a person on Universal Credit without earnings receives the maximum Council Tax Support, currently 82.5% of liability unless non-dependant deductions apply

For those on Universal Credit with earnings, entitlement to Council Tax Support will always be below the maximum. As earnings increase entitlement to Council Tax Support tapers off gradually. As above, non-dependant deductions may apply.

Although Universal Credit does not entirely match the detail of legacy benefits, it does make provision for people with disabilities and caring responsibilities; it makes provision for children; it helps with rent, and it provides work incentives. Where it provides a lower level of support than legacy benefits, there is a scheme of transitional protection available at the point of migration to Universal Credit under the “managed migration” process. At present there is no transitional protection for those for whom a change means they move from legacy benefits to Universal Credit by “natural migration”.

Officers concluded that it would be appropriate to align Manchester’s Council Tax Support scheme with Universal Credit, particularly if this enables the Council to draw on the assessment work carried out by DWP to minimise costs and reduce the need for claimants to provide the Council with the same information and evidence they have already provided to DWP.

#### **4.2.2 Sanctions**

Universal Credit claimants who do not comply fully with their claimant commitment may be sanctioned so that their award of UC is reduced or suspended. The Council’s Council Tax Support Scheme maintains CTS based on the existing award for the sanctioned period. This means that we do not end or suspend CTS as a result of a sanction notification.

#### **4.2.3 Issues with aligning to Universal Credit**

As part of this appraisal work, areas within the UC regime were identified as issues that should be considered by the Council. These relate to:

- Maximising take-up and continuing entitlement to Council Tax Support;
- Responding to fluctuating income details of UC that result in nugatory work and monthly changes to the assessment of the CTS claim and the Council Tax bill;
- The length of time that it can take to assess entitlement to UC by the DWP;
- The conditionality and sanctions regime within UC; and
- What constitutes a claim for Council Tax Support.

The aim of considering these issues was to ensure that:

- Any changes are within the existing budget and do not significantly increase the cost of the scheme;
- The scheme being provided maximises take-up and continuing entitlement;
- The scheme is as simple as possible for residents to understand and manage;
- The administration is as cost effective as possible; and
- The scheme does not have a negative impact on Council Tax collection.

The issues are explored in further detail below along with potential responses.

### **4.3 Areas for discussion**

#### **4.3.1 Avoiding frequent trivial changes**

Issue

A key component of Universal Credit is its use of “real time information” supplied (generally monthly) on earnings by employers and on pensions by pension providers. This allows Universal Credit to track changing incomes.

The current Housing Benefit scheme and the Council Tax Support scheme in its application to people not on Universal Credit, provide specifically for fluctuating earnings, avoiding the need for frequent change to entitlement, but Universal Credit is recalculated monthly on the basis of the latest payroll information and details of changed entitlement are routinely fed automatically in electronic format to local authorities for reassessment of Council Tax Support cases.

The result of this is that Universal Credit can and does change frequently, even monthly, particularly for those in work. If a local authority changes Council Tax Support entitlement to reflect this, there is not just the work involved to reassess entitlement (even if this can be automated to any extent) but the cost of rebilling for Council Tax, and re-profiling of expected payments with the consequent changes to direct debits and standing orders and there are implications for ‘current year charge’ recovery work.

Local authorities are looking for ways to avoid this nugatory work. There is a range of possible approaches such as fixed term awards, ignoring changes up to a certain level or banded entitlement so that changes within agreed ranges leave entitlement at the same banded level.

Proposal to mitigate and respond to this issue

All have their drawbacks but if automated processing of notified changes can be developed adequately a banded scheme seems to offer the most prudent approach with the lowest processing burden. Entitlement would be one of a small number of percentages of liability for Council Tax based on a table of bands for income exceeding the applicable amount so that most small changes of income would leave the claimant in the same band of entitlement.

**4.3.2 How Universal Credit claimants claim Council Tax Support**Issue

In the past, Manchester has offered a combined claim form for Housing Benefit, Council Tax Support and other benefits it administers and Jobcentres have taken claims for Housing Benefit and Council Tax Benefit as part of the process for claiming the DWP legacy benefits.

A claim for Universal Credit does not incorporate a claim for Council Tax Support though claimants are usually asked whether they are claiming or want to claim Council Tax Support. Those who say yes are advised to claim from the Council but their answer also initiates automated data sharing from DWP to us. Many people who claim Universal Credit do not go on to make a claim for Council Tax Support and attempts to persuade them to make a claim are often unsuccessful.

### Proposal to mitigate and respond to this issue

It is proposed that we change the Council Tax Support scheme so that the Council is able to treat the initial DWP data sharing documents we receive as a claim for Council Tax Support on the basis that it is only provided where the Universal Credit claimant has told DWP that they want to claim Council Tax Support.

#### **4.3.3 Date of claim and waiting for award**

##### Issue

People claiming Universal Credit often face a long wait before entitlement is determined.

### Proposal to mitigate and respond to this issue

That Council Tax Support is paid from the same date as the Universal Credit once entitlement to Universal Credit has been confirmed.

#### **4.3.4 Gaps in entitlement to Universal Credit and Council Tax Support**

##### Issue

There are circumstances where short term changes in income (typically within a one-month period) will cause people to move off and then back onto Universal Credit. In these cases the Council will be notified of the end of UC but will not be notified by the Department for Work and Pensions when the UC claim is reinstated. This means that the Council cannot prompt people to reclaim Council Tax Support. It is likely that a high proportion of people who move off and back onto Universal Credit in these circumstances will not reclaim CTS promptly.

Also there are circumstances where the level of a claimant's Universal Credit award increases and makes them over-scale for Council Tax Support for a short term period and their CTS claim is ended. In these cases a new claim for CTS must be made when the level of the UC award drops again.

### Proposal to mitigate and respond to this issue

We propose that we amend our Council Tax Support Scheme to allow the Council to treat new CTS claims which have been made following a break in entitlement to UC or CTS of up to six months as being made on the date on which entitlement to UC resumes (or falls to a level at which CTS is payable) or six months before the day on which the claim is received, whichever is the later.

This approach sits in line with the Council Tax Support backdating policy that allows the Council to backdate claims for up to a maximum of six months. This is felt to be sufficient time to support people who are not immediately aware of the need to claim Council Tax Support separately from Universal Credit.

#### **4.3.5 Notifications**

##### Issue

At present reassessment of Council Tax Support leads to a benefit notification letter and a revised Council Tax bill. The benefit notification letter is sent even if the

support paid and the Council Tax due have not changed. This can be confusing and frustrating for residents and creates avoidable costs in postage and enquiries.

#### Proposal to mitigate and respond to this issue

If the Council goes ahead with a banded scheme, where reassessment does not change entitlement, it is proposed that benefit notification letters are not sent unless the change is such that it results in a different banded entitlement and a revised Council Tax bill is issued.

### **4.3.6 Transitional Support to people who lose some entitlement to CTS**

#### Issue

Migration to Universal Credit means there are both gainers and losers (some with transitional protection).

Under the present scheme, some (gainers or losers overall) would receive a higher level of Council Tax Support, in particular because their Universal Credit will passport them to full Council Tax Support where rules for those not on Universal Credit mean there is a taper deduction for excess income.

Changes to the Manchester scheme, particularly to a banded approach, also involve winners and losers though the amounts involved are for the most part relatively small and can be justified by the overriding need to simplify and streamline the scheme at a point when there is no expectation of cost saving.

#### Proposal to mitigate and respond to this issue

It is proposed that the current scheme of discretionary Council Tax payments is extended to include transitional support for people affected by the proposed changes whose Council Tax Support is reduced by more than a set level.

## **5. Cost of changes**

The changes under discussion are not motivated by a requirement to reduce the cost of the scheme but are particularly difficult to cost because it is not possible to say what will happen to people moving on to Universal Credit. Some will gain higher levels of Council Tax Support, others may lose, maybe after some transitional protection from DWP. We expect the impact on the cost of the Manchester scheme to be broadly neutral, particularly given the context of falling caseloads. But there will be a need to fund additional software to support a banded scheme.

## **6. Financial modelling and impacts of a banded scheme**

Officers have explored various financial models for banded schemes that meet the scheme objectives and remain cost neutral.

The following model for a banded scheme is proposed:

For a person entitled to Universal Credit, if their income is below their applicable amount or the same as their applicable amount, their Council Tax Support will be the

standard maximum amount, currently 82.5% of liability (adjusted as appropriate for non-dependant deductions etc) as now.

For those whose income is higher than their applicable amount, their Council Tax Support will be at the level set in the table below (less any non-dependant deduction etc) according to the amount by which their income is above their applicable amount.

Excess weekly income greater than	Excess weekly income no more than	% reduction of Council Tax liability
£80.00	-	Nil
£75.00	£80.00	12%
£50.00	£75.00	30%
£25.00	£50.00	45%
£0.00	£25.00	70%
-	£0.00	82.5%

Attached as Appendix 1 is a financial model showing the financial impact of the scheme based on current awards. This shows an additional cost of circa £40,000, however this is expected to be offset by an expected caseload reduction.

Attached as Appendix two is a model showing the financial impact on household types in the city.

## 7. Proposals to change the scheme

That the following changes are made to the Council Tax Support Scheme from 1 April 2019 in respect of people entitled to Universal Credit.

1. A person for whom the Council receives both a New Claim Universal Credit Data Share notification from the Department for Work and Pensions and a consequent notification of entitlement to Universal Credit (a "First Payment Universal Credit Data Share Record") shall be deemed to have made a claim for a reduction under this scheme on the first day of entitlement to Universal Credit to which that notification of entitlement refers.
2. The amount of an award under this scheme for a person entitled to Universal Credit shall be
  - (a) for a person whose income is no greater than the applicable amount, at the level of the Maximum Council Tax Reduction for a person of working age as set out in paragraph 2 of the scheme;
  - (b) for a person whose income is greater than the applicable amount, at the level set out in the following table according to the band in which their excess income falls.

Excess weekly income greater than	Excess weekly income no more than	% reduction of Council Tax liability
£80.00	-	Nil
£75.00	£80.00	12%
£50.00	£75.00	30%
£25.00	£50.00	45%
£0.00	£25.00	70%
-	£0.00	82.5%

3. Where an award of a reduction under this Scheme is ended because an associated award of Universal Credit has ended or the amount of UC in payment rises to a level that ends entitlement to Council Tax Support and that award of Universal Credit is subsequently reinstated (whether at the same rate or at a different rate) or drops to a level that triggers eligibility for Council Tax Support within a period of six months, a new claim for a reduction is required. A new claim in these circumstances shall be treated as made on the date on which entitlement to Universal Credit resumed / reduced or six months before the day on which the claim is actually received, whichever is the later.
4. The Council will monitor and review the Council Tax Support Scheme to ensure that it continues to support the Council's policies. The Council Tax Support Scheme may be amended for subsequent years, but should this happen there will be further consultation. If no revised scheme is published, this scheme will continue to apply to subsequent years. However, the figures set out in the scheme in respect of applicable amounts, income and capital disregards and non-dependants deductions may still be uprated to allow for inflation. Any such uprating will take effect on 1 April each year. If the figures provided in the prescribed requirements change, the Council reserves the right to amend the figures quoted in the scheme without further consultation.
5. Where the Council receives notification from the Department for Work and Pensions of a change to Universal Credit and the changed assessment does not result in an alteration to the amount of a reduction under this scheme, the Council is not required to notify the claimant of its recording of that change.

## **8. Consultation**

The Council has a duty to consult on its local Council Tax Support scheme. This includes the precepting authorities in Greater Manchester (the Fire and Police).

Following consultation with the precepting authorities the consultation will take place between 13 September and 31 October 2018.

The results and appraisal of the consultation responses along with the final proposals will be bought back for comment by the Resources and Governance Scrutiny Committee and for approval by the Executive in December 2018.

## **9. Equality Impact Assessments**

The requirements of Section 149 of the Equality Act state that public bodies must have due regard to the need to:

- i. Eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act.
- ii. Advance equality of opportunity between people who share a protected characteristic and people who do not share it; and
- iii. Foster good relations between people who share a protected characteristic and people who do not share it.

The Council is undertaking a comprehensive Equality Impact Assessment of the proposals. The assessment will consider in detail what impact the proposals could have on the protected characteristics: age, disability, gender reassignment, pregnancy, maternity, race, religion or belief, sex and sexual orientation.

Outcomes from the consultation will be reported to the Executive in December 2018 for a decision and will be accompanied by the equality impact assessment.

## **10. Key Policies and Considerations**

### **10.1 Risk Management**

There is a continued risk of increased demand resulting from higher take up, or increased numbers needing assistance or existing claimants' income reducing that are the responsibility of the Council.

There is an increased risk due to the implementation of Universal Credit. This is a risk where the future demands and impact cannot be determined with any certainty so will be subject to ongoing review in developing and adapting the scheme cognisant of budget restrictions.

### **10.2 (c) Legal Considerations**

The Council is under a duty to consult on any substantive changes to its Council Tax Support Scheme, and it is important that such consultation takes place at a time when proposals are still at a formative stage and gives sufficient reasons for any proposal to permit a person to give an informed response. Adequate time must be given for consideration and response, and the product of consultation must be conscientiously taken into account in finalising any proposals. As set out in the report it's also important that the Council carries out an Equality Impact Assessment of the proposals.



## 11. Recommendations

Scrutiny Committee is requested to consider and comment upon the contents of the report and the steps being taken to continue to deliver a Council Tax Support Scheme that is cost effective and provides optimum support to low income households within the available budget.

Executive is requested to;

- i Approve the proposals contained in the report and agree to the start of a formal consultation exercise to take place between 13 September and 31 October 2018.
- ii Note that the outcome of the consultation will be reported back to Executive in December 2018.

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## Appendix 1

Financial model showing the financial impact of the scheme based on current awards.

<b>Non-UC cases - banded scheme</b>		<b>Gain</b>	<b>Loss</b>	<b>No change</b>	<b>All</b>
Nil band	Cases		93	1	94
	Average loss/gain		2.42	0.00	2.40
	Highest loss/gain		13.45	0.00	13.45
12% band	Cases	69	34		103
	Average loss/gain	1.38	2.43		-0.12
	Highest loss/gain	1.87	6.07		6.07
30% band	Cases	951	228	3	1,182
	Average loss/gain	2.30	1.30	0.00	-1.60
	Highest loss/gain	4.86	8.07	0.00	8.07
45% band	Cases	1,431	702	1	2,134
	Average loss/gain	1.86	1.40	0.00	-0.79
	Highest loss/gain	4.55	10.60	0.00	10.60
70% band	Cases	914	648	2	1,564
	Average loss/gain	1.33	1.17	0.00	-0.29
	Highest loss/gain	3.87	3.26	0.00	3.26
max 82.5% band	Cases			27,596	27,596
	Average loss/gain			0.00	0.00
	Highest loss/gain			0.00	0.00
All Non-UC cses	Cases	3,365	1,705	27,603	32,673
	Average loss/gain	1.83	1.37	0.00	-0.12
	Highest loss/gain	4.86	13.45	0.00	13.45
<b>Non-UC cases - not a banded scheme</b>		<b>Gain</b>	<b>Loss</b>	<b>No change</b>	<b>All</b>
Nil band	Cases			32,673	32,673
	Average loss/gain			0.00	0.00
	Highest loss/gain			0.00	0.00
<b>UC cases - banded scheme</b>					
Nil band	Cases		10		10
	Average loss/gain		2.55		2.55
	Highest loss/gain		11.62		11.62

<b>Non-UC cases - banded scheme</b>		<b>Gain</b>	<b>Loss</b>	<b>No change</b>	<b>All</b>
12% band	Cases	11	1		12
	Average loss/gain	1.17	3.25		-0.80
	Highest loss/gain	1.71	3.25		3.25
30% band	Cases	143	13		156
	Average loss/gain	2.75	1.15		-2.42
	Highest loss/gain	5.25	3.59		3.59
45% band	Cases	200	61		261
	Average loss/gain	2.18	1.02		-1.43
	Highest loss/gain	4.36	6.76		6.76
70% band	Cases	113	75		188
	Average loss/gain	1.65	1.07		-0.56
	Highest loss/gain	3.22	2.92		2.92
max 82.5% band	Cases			3,927	3,927
	Average loss/gain			0.00	0.00
	Highest loss/gain			0.00	0.00
All UC cases	Cases	467	160	3,927	4,554
	Average loss/gain	2.20	1.16	0.00	-0.18
	Highest loss/gain	5.25	11.62	0.00	11.62
<b>Total with a banded scheme for all cases</b>					
	Cases	3,832	1,865	31,530	37,227
	Average loss/gain	1.88	1.36	0.00	-0.13
	Highest loss/gain	5.25	13.45	0.00	13.45

## Appendix two

Model showing the financial impact on household types in the city.

### Household type one

Couple both aged 52. He receives contributory based Jobseekers Allowance and she receives a private pension of £200 per calendar month. They rent their home from a registered provider. It is a band A property, the weekly charge for Council Tax is £20.03 each week

Under the current Council Tax Support scheme this household would receive £15.65 each week. They would have £4.38 to pay themselves each week towards their Council Tax.

Under the proposed Council Tax Support scheme for those on Universal Credit they would receive £16.53. They would have to pay £3.50 each week towards their Council Tax.

### Household type two

Lone parent aged 31 with an 8 year old son. She works part time and earns £500 per calendar month. She rents her home from a private landlord. It is a band A property and as she lives on her own she gets 25% off her bill so the weekly Council Tax charge is £15.02 each week.

Under the current benefit scheme this resident would also receive Tax Credits from HMRC of £673.57 each calendar month. She would not qualify for any Council Tax Support as her wages and tax credits are too high for her to qualify.

Under the proposed Council Tax Support scheme for those on Universal Credit this resident has a weekly excess income figure of £71.48 so her Council Tax Support entitlement is 30% of her Council Tax Liability, which is £4.51 each week. This would leave this resident with £10.51 to pay herself.

### Household type three

Couple both aged 32 with two children aged 5 and 7. One member of the couple works and earns £500 per calendar month. They rent their own home from a private landlord. It is a band A property so the weekly Council Tax charge is £20.03 each week.

Under the current benefit scheme this resident would also receive Tax Credits from HMRC of £904.58 each calendar month. They would qualify for £6.85 Council Tax Support each week. They would have to pay £13.18 each week towards their Council Tax.

Under the proposed Council Tax Support scheme for those on Universal Credit these residents have a weekly excess income figure of £71.48 so their Council Tax Support entitlement is 30% of their Council Tax Liability, which is £6.01 each week. They would have to pay £14.02 each week towards their Council Tax.

### Household type four

Couple both aged 41 with one child aged 13. One member of the couple works and earns £500 per calendar month. They own their home. It is a band A property so the weekly Council Tax charge is £20.03 each week.

Under the current benefit scheme this resident would also receive Tax Credits from HMRC of £673.57 each calendar month. They would qualify for £4.14 Council Tax Support each week. They would have to pay £15.89 each week towards their

Council Tax.

Under the proposed Council Tax Support scheme for those on Universal Credit these residents have a weekly excess income figure of £102.15 so they would not be entitled to any Council Tax Support. They would have to pay their full Council Tax of £20.03 each week.

**Household type five**

Single man aged 37 with no children. He works and earns £650 per calendar month. He rents his home from a private landlord. It is a band A property and as he lives on his own he gets 25% off his bill so the weekly Council Tax charge is £15.02 each week.

Under the current benefit scheme this resident would not qualify for Tax Credits as he does not work enough hours each week. He would not qualify for Council Tax Support as his income is too high.

Under the proposed Council Tax Support scheme for those on Universal Credit this resident will have a weekly excess income figure of £55.50 each week so his Council Tax Support entitlement is 30% of his Council Tax Liability, which is £4.51 each week. He would have to pay £10.51 each week towards their Council Tax.

**Appendix three**

**Draft Council Tax Support Scheme**

# **Manchester City Council**

## **Illustrative draft Local Council Tax Support Scheme 2019**

**effective from 1 April 2019**

## Introduction

The Welfare Reform Act 2012 abolished Council Tax Benefit and the Local Government Finance Act 2012 made provision for local authorities to devise their own schemes for a Council Tax Support discount to assist people on low incomes to pay their Council Tax.

People over pension age are protected by regulations requiring a local scheme to retain most features of the former Council Tax Benefit scheme. People below pension age are covered by a locally defined scheme that is subject to only limited national prescription.

The Council Tax Reduction Schemes (Prescribed Requirements) (England) Regulations 2012 (SI 2012/2885) set out the scheme provisions that local authorities must adopt for people over pension age and additionally prescribe a small number of provisions that local authorities must incorporate into their local scheme for people of working age. These regulations will be maintained across time.

The Council Tax Reductions Schemes (Default Scheme) (England) Regulations 2012 (SI 2012/2886) prescribed the scheme that would be a local authority's local scheme if the local authority failed to make a local scheme by 31 January 2013. As such, these regulations will not be maintained beyond that date as any local authority on which the default scheme was imposed will have that as its local scheme and will be responsible for maintaining it.

Both of these regulations were amended for the first year of the scheme by the Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (England) (Amendment) Regulations 2012 (SI 2012/3085) to uprate amounts in line with the general 2013 Social Security uprating. Regulations changing the scheme for subsequent years are set out below.

from	by	Effects
13 March 2014	The Marriage (Same Sex Couples) Act 2013 (Consequential Provisions) Order 2014 (SI 2014/107)	Recognises the introduction of same sex marriage.
1 April 2014	The Council Tax Reduction Schemes (Prescribed Requirements) (England) (Amendment) Regulations 2013 (SI 2013/3181)	Uprating and minor technical amendments
1 April 2014	The Council Tax Reduction Schemes (Prescribed Requirements) (England) (Amendment) Regulations 2014 (SI 2014/448)	Additional uprating figures
1 April 2014	The Social Care (Self-directed Support) (Scotland) Act 2013	Technical updates in respect of pensioners'



	(Consequential Modifications and Savings) Order 2014 (SI 2014/513).	capital.
1 April 2015	The Council Tax Reduction Schemes (Prescribed Requirements) (England) (Amendment) (No. 2) Regulations 2014 (SI 2014/3312)	Uprating; to align provisions in respect of EEA jobseekers with those in the Housing Benefit scheme; and minor technical matters.
1 April 2015	The Care Act 2014 (Consequential Amendments) (Secondary Legislation) Order 2015 (SI 2015/643)	Updates the definition of “blind” and other minor technical amendments.
5 April 2015	The Shared Parental Leave and Statutory Shared Parental Pay (Consequential Amendments to Subordinate Legislation) Order 2014 (SI 2014/3255)	Updates definitions relating to paternity pay and shared parental pay
26 May 2015	The Deregulation Act 2015 (Consequential Amendments) Order 2015 (SI 2015/971)	Removes reference to an obsolete body
1 April 2016	The Council Tax Reduction Schemes (Prescribed Requirements) (England) (Amendment) Regulations 2015 (SI 2015/2041)	Uprating; to remove the family premium for elderly claimants from 1 May 2016 with transitional protection for existing cases; and minor technical matters.
6 April 2016	The Pensions Act 2014 (Consequential, Supplementary and Incidental Amendments) Order 2015 (SI 2015/1985)	Covers introduction of New State Pension
6 April 2016	The Social Services and Well-being (Wales) Act 2014 (Consequential Amendments) (Secondary Legislation) Regulations 2016 (SI2016/211 – W.84)	Updates the definition of “blind” and other minor technical amendments.
1 April 2017	The Council Tax Reduction Schemes (Prescribed Requirements) (England) (Amendment) Regulations 2016 (SI2016/1262)	Uprating; and to apply more restrictive rules on eligibility for elderly claimants who are temporarily absent abroad.
3 April 2017	The Employment and Support Allowance and Universal Credit (Miscellaneous Amendments	Technical changes resulting from the removal of the Work Related Activity Group

	and Transitional and Savings Provisions) Regulations 2017 (SI2017/204)	component from Employment and Support Allowance.
6 April 2017	The Pensions Act 2014 (Consequential, Supplementary and Incidental Amendments) Order 2017 (SI2017/422)	Covers the introduction of bereavement support payments
1 April 2018	The Fire and Rescue Authority (Police and Crime Commissioner) (Application of Local Policing Provisions, Inspection, Powers to Trade and Consequential Amendments) Order 2017 (SI2017/863)	Technical amend to disregard of earnings of fire-fighters
1 April 2018	The Council Tax Reduction Schemes (Amendment) (England) Regulations 2017 (SI2017/1305)	Uprating and alignment with minor changes in other schemes

Manchester's scheme for people of working age is based on the government's default scheme subject to the modifications specified below. The Council at its meeting of [25 January 2017] decided to make this scheme, applicable from 1 April 2019. It is a revision of the Council's 2013 and subsequent Council Tax Support Schemes. Through powers it delegated to the City Treasurer it incorporates uprated amounts for applicable amounts, disregards, non-dependant deductions and non-dependant income bands from 1 April 2018 and these have been further uprated from 1 April 2019 under these delegated powers. Note that [the 2017 and 2018 upratings reflect the freeze on basic applicable amounts while amounts for disability and carers are increased in line with inflation and new non-dependant deduction rates and their related income bands equivalent to the prescribed values for people over pension age have been applied].

## Part A

### Council Tax Support for people of pension age

For a person to whom regulation 3 (a) of the Council Tax Reduction Schemes (Prescribed Requirements) (England) Regulations 2012 applies (a “pensioner”), the classes of person entitled to Council Tax Support under this scheme for any week are classes A, B and C as defined in Part 1 of Schedule 1 of those regulations and the provisions of those regulations, amended as may be from time to time, shall apply,

save that

1. In paragraph 1 of schedule 5 of those regulations (disregard of pensions paid for war disablement and to war widows and war widowers), the amount to be disregarded shall be the whole of that income.
2. In matters not prescribed by the Council Tax Reduction Schemes (Prescribed Requirements) (England) Regulations 2012, the provisions of the Council Tax Reductions Schemes (Default Scheme) (England) Regulations 2012 as they relate to pensioners shall apply.

## Part B

### Council Tax Support for people of working age

For a person to whom regulation 3 (b) of the Council Tax Reduction Schemes (Prescribed Requirements) (England) Regulations 2012 applies (a “person who is not a pensioner”), the classes of person entitled to Council Tax Support under this scheme for any week are those prescribed in paragraphs 16 and 17 of the Schedule to the Council Tax Reductions Schemes (Default Scheme) (England) Regulations 2012 (Class D and Class E) and the provisions of

- Parts 1 to 3 and schedules 7 and 8 of the Council Tax Reduction Schemes (Prescribed Requirements) (England) Regulations 2012 as subsequently amended,
- The Council Tax Reductions Schemes (Default Scheme) (England) Regulations 2012, and
- The Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme)(England)(Amendment) Regulations 2012

shall apply,

save as follows:-

#### People of Working Age

1. For the avoidance of doubt, a person who is not a pensioner shall be treated as a pensioner if he is one of a couple and the other member of that couple has reached the qualifying age for state pension credit and neither member of the couple is

- (a) a person on income support, on an income-based jobseeker's allowance or on an income-related employment and support allowance, or
- (b) a person with an award of universal credit.

### Maximum Council Tax Reduction

2. In paragraph 29 (1) of the Default Scheme, for a person who is not a pensioner, the amount of a person's maximum council tax reduction in respect of a day is 82.5% of the amount A/B where—
  - (a) A is the amount set by the authority as the council tax for the relevant financial year in respect of the dwelling in which he is a resident and for which he is liable, subject to any discount which may be appropriate to that dwelling under the 1992 Act; and
  - (b) B is the number of days in that financial year, less any deductions in respect of non-dependants which fall to be made under paragraph 30 (nondependent deductions: pensioners and persons who are not pensioners).

### Assessment of income and capital

3. In paragraph 20 of schedule 8 of the Default Scheme (disregard of pensions paid for war disablement and to war widows and war widowers), the amount to be disregarded shall be the whole of that income.

### Delay in reporting changes

4. Paragraph 107 of the Default Scheme is subject to the proviso that where an applicant (or any person acting on his behalf) fails to notify a relevant change of circumstances in accordance with paragraph 9 of Schedule 8 to the Council Tax Reduction Schemes (Prescribed Requirements) (England) Regulations 2012 (SI 2012/2885)(reproduced in paragraph 115 of the Default Scheme) and that change would result in an increase in the amount of a reduction, the amount of the reduction granted shall not be increased for any day before the day on which the authority received notification of that change.

### Uprating

5. The Council shall review the amounts specified in this scheme (these being those set in the 2018 scheme) before 1 April 2019 and thereafter annually, having regard in particular, but not exclusively, to
  - (a) the level of funding to be provided by the Secretary for State for Communities and Local Government,
  - (b) figures prescribed in the Default Requirements for pensioners, and
  - (c) comparable figures in the Housing Benefit scheme.

The resulting figures for ~~2018~~ 2019 are set out in Appendix 1 below.

### Alternative maximum council tax reduction

6. Paragraph 18, Part 8 and Schedule 4 of the Default Scheme shall not apply.
7. For the words “classes D to F” in the Default Scheme there shall be substituted the words “classes D and E”.

### Family Premium

8. The provisions set out in regulations 2 and 4 of the Housing Benefit (Abolition of the Family Premium and date of claim) (Amendment) Regulations 2015 [SI 1857 of 2015] to exclude the family premium from the applicable amount of a new applicant shall apply to the applicable amount for Council Tax Support from 1 April 2017 for new claims made on or after 1 April 2017 and for existing applicants where a first child is born or a child joins a household that does not include children on or after 1 April 2017.

### Applicable amounts for children

9. The provisions set out in The Social Security (Restrictions on Amounts for Children and Qualifying Young Persons) Amendment Regulations 2017 [SI 376 of 2017] to exclude, with exceptions, additional applicable amounts in the Housing Benefit scheme for a third or subsequent child born or joining the household on or after 1 April 2017 shall apply equally in the assessment of the applicable amount for Council Tax Support.

[Note that The Council Tax Reduction Schemes (Amendment) (England) Regulations 2017 (SI2017/1305) makes corresponding provision for people of pension age to be included in the scheme.]

### Temporary absence from home

10. Where a person of working age is absent from Great Britain for more than four weeks, the provisions of the Housing Benefit scheme set out in the Housing Benefit and State Pension Credit (Temporary Absence) (Amendment) Regulations 2016 (S.I.2016 No.624) shall apply also to Council Tax Support.

[Note that The Council Tax Reduction Schemes (Prescribed Requirements) (England) (Amendment) Regulations 2016 (SI2016/1262) makes corresponding provision for people of pension age to be included in the scheme.]

## Part C

### Provisions common to people of pension age and people of working age

#### Transitional

1. A person entitled to Council Tax Support in respect of 31 March 2018 or who has made a timely claim for Council Tax Support in respect of 31 March 2018 and that claim has not yet been determined shall be treated as having made an application for a reduction under this scheme from 1 April 2018.

#### Technical amendments

2. The Council shall review and amend this scheme as appropriate to reflect changes to legislation referenced in this scheme, changes to the Council Tax scheme itself, decisions of the courts, new sources of income, for example allowances paid under government schemes, and such other matters that appear to require technical amendment to maintain the coherence and intentions of this scheme.

#### Reviews and appeals

3. Where the provisions of this scheme align with those of the Housing Benefit scheme, the Council will apply the findings of a Lower or Upper Tier Tribunal on Housing Benefit as being applicable to the amount of a reduction under this scheme unless a valuation tribunal determines otherwise.
4. The Council may review and change any decision relating to a reduction to correct an accidental error or to take into account new caselaw relevant to the decision in question but shall be under no obligation to do so in respect of entitlement in any previous financial year.

#### Application of reductions to account and suspension of changes to reductions and of further reductions

5. The council will apply a reduction under this scheme to the relevant Council Tax account for the remainder of the relevant financial year, thereby reducing the amount of Council Tax payable. The Council may adjust this amount at any time during or after the relevant year as a result of changes to, or the end of entitlement to, the reduction.
6. The Council may suspend any adjustment to the amount of a reduction or the award of a further reduction if there is doubt about a person's entitlement to or the amount of a reduction but in such a case shall take all reasonable steps to resolve such doubts as soon as practical. The Council may also suspend any adjustment to the amount, or further award, of a reduction if an applicant does not provide information or evidence that is reasonably required within one month of the request for such information or evidence and may end the reduction from

the date the information or evidence was requested if it is not provided within one month of the date of the suspension.

7. Where the Council decides that the amount of a reduction should be reduced, it will usually reduce the amount applied to the account but reserves the right to waive the application of all or part of that reduction in cases of “official error” where the applicant could not be considered to have caused or contributed to the error, had no reason to doubt the amount of the reduction awarded and could not be expected to pay the increased liability for Council Tax quickly without difficulty. Adjustments to a reduction for the remainder of the financial year from the date of the decision to change the amount of a reduction will always be applied.

#### Additional disregards of income and capital

8. Payments made under section 49 of the Children and Families Act 2014 (personal budgets and direct payments) as defined in paragraph 66 of Schedule 5 (sums to be disregarded in the calculation of income other than earnings) and paragraph 61 of Schedule 6 (capital to be disregarded) of the Housing Benefit Regulations 2006 shall be fully disregarded.

#### Time limit for notifying a change

9. The period of 21 days specified as the period during which an applicant must notify a change likely to affect the amount of a reduction is extended to one month to align with the provisions of the Housing Benefit and Council Tax Benefit (Decisions and Appeals) Regulations 2001, Regulations 7(2)(a), (3), 8(3)(5) and Regulation 9.

#### Effective date of change for CTS as a result of an award or increase of a DWP benefit

10. When we have awarded CTS and the claimant, or a member of their family becomes entitled to a DWP benefit or has an increase in the amount of a DWP benefit from a date after the start of the claim, the provisions of The Housing Benefit and Council Tax Benefit (Decisions and Appeals) Regulations 2001 Regulations 7(2)(i) and 8(14) will apply to the award of CTS as they would to an award of Housing Benefit.

#### Cases where income equals the applicable amount

11. For the avoidance of doubt, the entitlement of an applicant whose assessed income is the same amount as their applicable amount is to be treated according to the provisions of Class A in the case of a person who is a pensioner or class D for a person who is not a pensioner.

## Part D

### Additional provisions in respect of people entitled to Universal Credit

1. A person for whom the Council receives both a New Claim Universal Credit Data Share Record from the Department for Work and Pensions and a consequent First Payment Universal Credit Data Share Record shall be deemed to have made a claim for a reduction under this scheme on the date from which that entitlement to Universal Credit began.
2. Where an award of a reduction under this scheme is ended because an associated award of Universal Credit has ended or reduced but that award of Universal Credit is reinstated (whether at the same rate or at a different rate) or increased to a level at which an award of a reduction under this scheme would be appropriate within a period of six months, a new claim for a reduction is required. A new claim in these circumstances shall be treated as made on the date on which entitlement to Universal Credit resumed or was increased or six months before the day on which the claim is actually received, whichever is the later.
3. The amount of an award under this scheme for a person entitled to Universal Credit shall be
  - (a) for a person whose income is no greater than the applicable amount, at the level of the Maximum Council Tax Reduction for a person of working age as set out in paragraph 2 of Part B of the scheme;
  - (b) for a person whose income is greater than the applicable amount, at the level set out in the following table according to the band in which their excess income falls, less any non-dependant deduction if appropriate.

Excess weekly income greater than	Excess weekly income no more than	% reduction of Council Tax liability
£80.00	-	Nil
£75.00	£80.00	12%
£50.00	£75.00	30%
£25.00	£50.00	45%
£0.00	£25.00	70%
-	£0.00	82.5%

4. Where the Council receives notification from the Department for Work and Pensions of a change to the amount of excess income for Universal Credit and the changed assessment does not result in an alteration to the amount of a



reduction under this scheme, the Council is not required to notify the claimant of its recording of that change.

## Appendix 1

Upated amounts from 1 April 2019 for people of working age

The amounts set out in the Schedule to the Council Tax Reduction Schemes (Default Scheme)(England) Regulations 2012 as amended by the Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme)(England)(Amendment) Regulations 2012, and as upated in Manchester City Council's Local Council Tax Support Schemes for 2014, 2015, 2016, 2017 and 2018 are further amended as follows:-

### **Non-dependant deductions**

In paragraph 30 (non-dependant deductions) for sub-paragraph 1, substitute "(1) Subject to the following provisions of this paragraph, the non-dependant deductions in respect of a day referred to in paragraph 29 are in respect of a non-dependant aged 18 or over, £3.90 x 1/7" and sub-paragraphs 2 and 4 shall cease to have effect.

- (a) in sub-paragraph (1)(a) for "£11.55" substitute "£11.90"; .
- (b) in sub-paragraph (1)(b) for "£3.80" substitute "£3.90"; .
- (c) in sub-paragraph (2)(a) for "£196.95" substitute "£202.85"; .
- (d) in sub-paragraph (2)(b) for "£196.95", "£341.40" and "£7.65" substitute "£202.85", "£351.65" and "£7.90" respectively; .
- (e) in sub-paragraph (2)(c) for "£341.40", "£424.20" and "£9.65" substitute "£351.65", "£436.90" and "£9.95" respectively.

### **Applicable amounts for persons who are not pensioners**

In Schedule 3 (applicable amounts: persons who are not pensioners), no uprating is appropriate except in respect of amounts for disability and carers and the amounts specified remain unchanged or are uprated as follows—

- (a) in column (2) of the Table in paragraph 1—
  - (i) in sub-paragraph (1)(a) and (b), £73.10;
  - (ii) in sub-paragraph (1)(c), £57.90;
  - (iii) in sub-paragraph (2), £73.10;
  - (iv) in sub-paragraph (3), £114.85;
- (b) in column (2) of the Table in paragraph 3, in each place in which it occurs,

£66.90;

- (c) in paragraph 4(b), £17.45;
- (d) in the second column of the Table in paragraph 17—
  - (i) in sub-paragraph (1)(a), for “£32.55” substitute “£33.55”;
  - (ii) in sub-paragraph (1)(b), for “£46.40” substitute “£47.80”;
  - (iii) in sub-paragraph (2)(a) and (b)(i), for “£62.45” substitute “£64.30”;
  - (iv) in sub-paragraph (2)(b)(ii), for “£124.90” substitute “£128.60”;
  - (v) in sub-paragraph (3), for “£60.90” substitute “£62.86”;
  - (vi) in sub-paragraph (4), for “£34.95” substitute “£36.00”;
  - (vii) in sub-paragraph (5)(a), for “£24.78” substitute “£25.48”;
  - (viii) in sub-paragraph (5)(b), for “£15.90” substitute “£16.40”;
  - (ix) in sub-paragraph (5)(c), for “£22.85” substitute “£23.55”;
- (e) in paragraph 23, £29.05;
- (f) in paragraph 24, for “£36.55” substitute “£37.65”.

**Manchester City Council  
Report for Resolution**

**Report to:** Executive – 12 September 2018  
Constitution and Nomination Committee – 1 October 2018

**Subject:** Transport for Greater Manchester Committee

**Report of:** City Solicitor

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**Summary**

To agree a reduction in the size of the Transport for Greater Manchester Committee (TfGMC) to 23 members.

**Recommendations**

The Executive is recommended to:

- Agree the reduction in size of the Transport for Greater Manchester Committee (TfGMC) to 23 members;
- Agree that each of the 10 Greater Manchester district councils shall:
  - appoint one member to the TfGMC (save for Manchester City Council which shall appoint two members),
  - nominate one further member to be appointed to the TfGMC by Greater Manchester Combined Authority (GMCA) to ensure political balance;
- Agree that the GMCA shall appoint one member;
- Agree that the Mayor of Greater Manchester shall nominate one further member to be appointed to the TfGMC by the GMCA;
- Agree that the TfGMC Operating Agreement be amended to reflect the above changes;
- Agree that the TfGMC Terms of Reference be amended to ensure that they reflect the Mayor of Greater Manchester's current transport powers; and
- Agree that the Operating Agreement and Terms of Reference of the TfGMC be further reviewed in 2019/20 when the final Mayoral transport powers are agreed by Order.

The Constitution and Nomination Committee is requested to recommend that Council:

- Agree the above recommendations;
  - Appoint two members to the TfGMC; and
  - Nominate one further member to be appointed to the TfGMC by the GMCA.
- 

**Wards Affected**

All

Manchester Strategy outcomes	Summary of the contribution to the strategy
A thriving and sustainable city: supporting a diverse and distinctive economy that creates jobs and opportunities	The Our Manchester Strategy sets out the vision for the city to 2025.
A highly skilled city: world class and home grown talent sustaining the city's economic success	The TfGMC is a joint committee of the ten GM district councils and the GMCA (and in future also of the Mayor of Greater Manchester). It is responsible for advising the GMCA on transport policy, recommending how much money is spent on supporting public transport and monitoring the quality and performance of transport services.
A progressive and equitable city: making a positive contribution by unlocking the potential of our communities	TfGM (formerly the GMPTE) carries out the transport decisions of the GMCA, the TfGMC and the Mayor of Greater Manchester.
A liveable and low carbon city: a destination of choice to live, visit, work	The work of the TfGMC will contribute to the Our Manchester Strategy.
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**

Changes to the membership of the TfGMC would be expected to have financial implications in respect of the special responsibility allowances paid under the Council's Members' Allowance Scheme.

**Financial Consequences – Capital**

None

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

There are no background documents for this report.

## 1.0 Introduction

- 1.1 On 29 June 2018 the Greater Manchester Combined Authority (GMCA) resolved that the Transport for Greater Manchester Committee (TfGMC) membership be reduced to 23 members. It further resolved that each of the Greater Manchester district councils be requested to agree the recommendations in this report.

## 2.0 Background

- 2.1 The TfGMC is a joint committee of the GMCA and the ten district councils in Greater Manchester. It is responsible for advising the GMCA on transport policy, recommending how much money is spent on supporting public transport and monitoring the quality and performance of transport services. TfGM (formerly the GMPTE) carries out the transport decisions of the GMCA and the TfGMC.
- 2.2 There are currently 33 members on the TfGMC appointed by the ten GM district councils as follows:

Bolton	3
Bury	2
Manchester	5
Oldham	3
Rochdale	3
Salford	3
Stockport	4
Tameside	3
Trafford	3
Wigan	4

- 2.3 Through a series of devolution deals, the Mayor of Greater Manchester and the GMCA now have a broad range of responsibilities, of which transport is just one. At the same time, a new Greater Manchester Strategy is now in place with newly defined priorities recognising the important role of transport in connecting people to jobs and opportunities both at a local and city region level. These changes have presented an opportunity to reflect on existing transport governance arrangements, the new powers of the Mayor of Greater Manchester and the GMCA and the joint working with district councils to ensure these transport governance arrangements are transparent, accountable, modern and efficient.

## 3.0 Proposal

- 3.1 The GMCA has therefore proposed that the TfGMC remains a joint committee of the ten GM district councils and the GMCA (and in future also of the Mayor of Greater Manchester). The GMCA considers the joint committee route to be necessary if transport is to be dealt with in an integrated way with delegated authority from each district to carry out some of its transport functions. The

TfGMC also requires members with detailed local knowledge of their area to respond to, for example, proposed changes in bus services routes.

3.2 The GMCA has also proposed that the membership of the TfGMC be reduced from 33 to 23 with the appointments to be made as follows:

- Each of the 10 Greater Manchester district councils shall:
  - appoint one member (save for Manchester City Council which shall appoint two members (based on population and therefore financial contribution to the levy)),
  - nominate one member to be appointed to the TfGMC by the GMCA to ensure political balance;
- The GMCA shall appoint one member;
- The Mayor of Greater Manchester shall nominate one further member to be appointed to the TfGMC by the GMCA.

3.3 The GMCA has requested that each of the 10 district councils appoint its Transport and Highways Portfolio Lead to the TfGMC.

3.4 The GMCA has further requested that each of the 10 GM district agree further supplemental proposals that are contained in the recommendations to this report.

#### **4.0 Approval Process**

4.1 Because the TfGMC discharges both executive and non-executive functions, the approval of Manchester City Council's Executive and Full Council is required.

#### **5.0 Recommendations**

5.1 Recommendations are set out at the front of this report.

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**Manchester City Council  
Report for Resolution**

**Report to:** Executive – 12 September 2018

**Subject:** Capital Programme Update

**Report of:** Chief Executive and City Treasurer

---

**Summary**

This report informs members of requests to increase the capital programme and seeks approval for those schemes that can be approved under authority delegated to the Executive.

**Recommendations**

Members are requested under powers delegated to the Executive to approve the following changes to the City Council's capital programme:

1. Highways – SEMMMS A6 Scheme. An increase in the capital budget of £2.962m in 2018/19, funded by Department for Transport grant (DfT).
  2. Highways – Large Patching Programme. An increase in the capital budget of £0.439m in 2018/19, funded by Department for Transport grant via Greater Manchester Combined Authority (GMCA).
  3. Highways – School Crossings Programme. An increase in the capital budget of £0.132m in 2018/19, funded by external contributions from Transport for Greater Manchester (TfGM).
  4. Highways – MSIRR Great Ancoats Improvement Scheme. An increase in the capital budget of £0.308m in 2019/20, funded by external contributions from Transport for Greater Manchester (TfGM).
  5. Corporate Services – Band on the Wall Loan. An increase in the capital budget of £0.2m in 2019/20, funded by capital fund.
- 

**Wards Affected:** Various

<b>Manchester Strategy outcomes</b>	<b>Summary of the contribution to the strategy</b>
A thriving and sustainable city: supporting a diverse and distinctive economy that creates jobs and opportunities	Contributions to various areas of the economy including investment in Highways Infrastructure and cultural attractions, encouraging business growth, creating jobs and opportunities.

A highly skilled city: world class and home grown talent sustaining the city's economic success	Investment in Highways Infrastructure and cultural attractions will provide opportunities for the development of skills. The companies that we employ train and invest in learning and development for all their employees. This in turn provides development of new ideas and improved performance and compliance across the works that Manchester are delivering.
A progressive and equitable city: making a positive contribution by unlocking the potential of our communities	Improvements to services delivered to communities including cultural attractions provides more opportunities. Through social value opportunities, school pupils will learn about the construction industry. Pupils will be able to learn about environmental sustainability and how alternative methods of transport such as cycling will support climate change and global warming.
A liveable and low carbon city: a destination of choice to live, visit, work	Investment in Highways Infrastructure and public buildings. Safe and improved highways and investment in cultural attractions will encourage people to visit, live and work within the City. A well maintained local road network contributes to a 'sense of place' in neighbourhoods and enhances the area. Better condition roads and footways will encourage cycling and walking, which will contribute to a more healthy population.
A connected city: world class infrastructure and connectivity to drive growth	Investment in Highways Infrastructure will improve accessibility and connectivity for key strategic routes into Manchester City Centre and the North West facilitating the economic and population growth of the City, whilst enhancing the physical environment.

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

- Equal Opportunities Policy
- Risk Management
- Legal Considerations

### **Financial Consequences – Revenue**

No revenue consequences.

### **Financial Consequences – Capital**

The recommendations in this report, if approved, will increase Manchester City Council's capital budget by £4.041m, as detailed in Appendix 1.

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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.

Report to the Executive 7<sup>th</sup> February 2018 – Capital Strategy and Budget 2018/19 - 2022/23)

Report to the Executive 7<sup>th</sup> March 2018 – Capital Programme – Proposed Increases

Report to the Executive 21<sup>st</sup> March 2018 – Capital Programme – Proposed Increases

Report to the Executive 30<sup>th</sup> May 2018 – Capital Programme Monitoring 2017/18 Outturn

Report to the Executive 30<sup>th</sup> May 2018 – Capital Programme – Proposed Increases

Report to the Executive 27<sup>th</sup> June 2018 – Capital Programme Update

Report to the Executive 11<sup>th</sup> July 2018 – Capital Programme Update

Report to the Executive 25<sup>th</sup> July 2018 – Capital Programme Update

## **1 Introduction**

- 1.1 This report outlines the requests for increases to the five-year capital budget 2018/19 to 2022/23.

## **2 Background**

- 2.1 In February each year, the Executive receives a report on the capital budget for the forthcoming five financial years and approves a series of recommendations to make to the City Council. The City Council's resolutions on these recommendations constitute the approval of the five year capital programme for the Council. Proposals for the 2018/19 to 2022/23 capital budget were presented to the Executive on 7<sup>h</sup> February 2018, including a revised 2017/18 budget.
- 2.2 The following requests for a change to the programme has been received since the previous report to the Executive on 25 July 2018.
- 2.3 For the changes requested below, the profile of the increase is shown in appendix 1 for each of the projects.

## **3 Proposals Requiring Specific Council Approval**

- 3.1 The proposals which require Council approval are those which are funded by the use of reserves above a cumulative total of £2.0m or where the use of borrowing is required.
- 3.2 There are no proposals requiring specific Council approval in this report.

## **4 Proposals Not Requiring Specific Council Approval**

- 4.1 The proposals which require Executive approval are those which are funded by the use of external resources, the use of capital receipts, and/or the use of reserves below £2.0m or where the proposal can be funded from existing revenue budgets, where the use of borrowing on a spend to save basis is required. The following proposals require Executive approval for changes to the City Council's capital programme:
- 4.2 Highways – SEMMMS A6. The South East Manchester Multi-Modal Strategy (SEMMMS) A6 to Manchester Airport Relief Road Scheme provides a new two lane dual carriageway on an east-west route from South East Stockport to Manchester Airport and the link road to the M56. The delivery of the scheme will also provide much needed connectivity for key strategic routes into the North West and to Manchester Airport for business, leisure travel and freight. The scheme is administered by Stockport MBC with Cheshire East and Manchester sharing a proportion of the costs. The Council's contribution is 12% of the total cost of works and based on the latest expenditure forecast has been calculated at £2.962m for this financial year. A capital budget increase of £2.962m is therefore requested in 2018/19, funded by Department for Transport grant.

- 4.3 Highways – Large Patching Programme. This relates to the £0.439m pothole capital grant funding award for Manchester from the Department for Transport (DfT) for 2018/19 from a total of £100m funding allocated nationally. This is being provided to help councils improve the condition of the highways and protect local roads from future severe weather. Highways are requesting the use of this allocation to help support the large patching programme of works. A capital budget increase of £0.439m is requested in 2018/19, funded by Department for Transport grant.
- 4.4 Highways – School Crossings. As part of investment into the City’s transport system, Transport for Greater Manchester (TfGM) – Minor Works Growth Deal funding, has been allocated to the City Centre and arterial routes totalling £1m, to improve road safety measures near schools. A capital budget increase of £0.868m was introduced in 2017/18 for the first tranche of the grant award and the remaining grant allocation has now been approved by TfGM. A capital budget increase of £0.132m is therefore requested in 2019/20, funded by external contributions from Transport for Greater Manchester (TfGM).
- 4.5 Highways – Manchester and Salford Inner Relief Route (MSIRR) - Great Ancoats Improvement Scheme. There are currently two MSIRR schemes in the capital programme, with the second scheme being improvements at Regent Road. The Regent Road scheme originally included removing a number of trees as part of the works with a specific requirement for a replacement planting programme. However, due to insufficient space to meet the full replacement requirements at Regent Road. This was not included in the budget. TfGM have agreed that additional trees can be included as an addition to the programme of works for the Great Ancoats scheme. A capital budget increase of £0.308m is requested in 2019/20, funded by external contributions from Transport for Greater Manchester (TfGM).
- 4.6 Corporate Services – Band on the Wall Loan. The Council intends to provide a loan of £0.2m to Inner City Music Limited to provide additional funding support towards the costs of a new stage and associated development, where grant funding has already been secured from the Arts Council. An increase to the capital budget of £0.2m is requested in 2019/20, funded by capital fund.

## **5 Prudential Performance Indicators**

- 5.1 If the recommendations in this report are approved the General Fund capital budget will increase by £4.041m, across financial years as detailed in Appendix 1.
- 5.2 This will also result in an increase in the prudential indicator for Capital Expenditure in corresponding years. Monitoring of all prudential indicators is included within the Global Revenue Monitoring report.

## **6 Conclusions**

- 6.1 The capital budget of MCC will increase by £4.041m, if the recommendations in this report are approved.

Appendix 1

Requests for Adjustments to the Capital Budget Provision 12th September 2018 EXECUTIVE							
Dept	Scheme	Funding	2018/19	2019/20	2020/21	Future	Total
			£'000	£'000	£'000	£'000	£'000
<b>Council Approval Requests</b>							
<b>Total Council Approval Requests</b>							
			0	0	0	0	0
<b>Executive Approval Requests</b>							
Highways	SEMMMS A6	Department for Transport Grant	2,962				2,962
Highways	Large Patching Programme	Department for Transport Grant	439				439
Highways	School Crossings	External Contributions - TfGM	132				132
Highways	Great Ancoats Improvement Scheme	External Contributions – TfGM		308			308
Corporate Services	Band on the Wall Loan	Capital Fund		200			200
<b>Total Executive Approval Requests</b>			<b>3,533</b>	<b>508</b>	<b>0</b>	<b>0</b>	<b>4,041</b>
<b>Total Budget Adjustment Approvals</b>			<b>3,533</b>	<b>508</b>	<b>0</b>	<b>0</b>	<b>4,041</b>

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