



Joanne Roney OBE
Chief Executive
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M60 2LA

Tuesday, 10 May 2022

Dear Councillor / Honorary Alderman,

Meeting of the Council – Wednesday, 18th May, 2022

You are summoned to attend a meeting of the Council which will be held at 10.00 am on Wednesday, 18th May, 2022, in The Council Chamber, Level 2, Town Hall Extension.

- 1. Election of the Lord Mayor of Manchester**
To elect the Lord Mayor of Manchester for the 2022/23 Municipal Year.
- 2. Vote of Thanks**
To adopt a resolution of thanks for the retiring Lord Mayor.
- 3. Appointment of the Deputy Lord Mayor**
To appoint a Deputy Lord Mayor for the 2022/23 Municipal Year.
- 4. The Lord Mayor's Announcements and Special Business**
- 5. Minutes** 5 - 14
To submit for approval the minutes of the meeting held on 30 March 2022.
- 6. Interests**
To allow Members an opportunity to declare any personal, prejudicial or disclosable pecuniary interest they might have in any items which appear on this agenda; and record any items from which they are precluded from voting as a result of Council Tax or Council rent arrears. 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.
- 7. Seniority of Councillors**
The statement of the City Solicitor concerning the seniority of councillors is to follow.
- 8. Leader of the Council**
To elect the Leader of the Council.
- 9. Establishment of a Housing Advisory Committee** 15 - 26

Report of the Strategic Director (Growth and Development) attached

10. Appointment of Committees and Chairs

To approve the appointment of Members of the following –

Art Galleries Committee	Audit Committee
Employee Appeals Committee	Executive Standing Consultative Panel
Health & Wellbeing Board	Housing Advisory Committee
Licensing Committee	Licensing & Appeals Committee
Licensing Policy Committee	Personnel Committee
Planning & Highways Committee	Standards Committee (incl the Nominated Spokesperson)

Scrutiny Committees:-

Children & Young People	Communities & Equalities
Environment & Climate Change	Economy
Health	Resources and Governance

(see recommendations of the Constitutional and Nomination Committee in the minutes of 18 May 2022 – circulated in advance of the meeting).

11. Appointments to the Combined Authority, Joint Authorities and Joint Committees

To approve appointment of representatives to the Combined Authority, Joint Authorities and Joint Committees.

(see recommendations of the Constitutional and Nomination Committee in the minutes of 18 May 2022 – circulated in advance of the meeting).

12. Review of Members Allowances

Report to follow

13. Dates of Council meetings

To agree the dates of ordinary meetings of the Council in 2022/23:

Wednesday 13 July 2022	Wednesday 1 February 2023
Wednesday 5 October 2022	Friday 3 March 2023 (Budget)
Wednesday 30 November 2022	Wednesday 29 March 2023

and that the Annual Meeting of the Council 2023 will be on 17 May 2023.

Yours faithfully,



Joanne Roney OBE
Chief Executive

Information about the Council

The Council is composed of 96 councillors with one third elected three years in four. Councillors are democratically accountable to residents of their ward. Their overriding duty is to the whole community, but they have a special duty to their constituents, including those who did not vote for them.

Six individuals with previous long service as councillors of the city have been appointed Honorary Aldermen of the City of Manchester and are entitled to attend every Council meeting. They do not however have a vote.

All councillors meet together as the Council under the chairship of the Lord Mayor of Manchester. There are seven meetings of the Council in each municipal year and they are open to the public. Here councillors decide the Council's overall strategic policies and set the budget each year.

Agenda, reports and minutes of all Council meetings can be found on the Council's website www.manchester.gov.uk

Members of the Council

Councillors:-

T Judge (Chair), Abdullatif, Akbar, Azra Ali, Ahmed Ali, Nasrin Ali, Shaukat Ali, Alijah, Amin, Andrews, Appleby, Baker-Smith, Bano, Bayunu, Bell, Benham, Bridges, Butt, Chambers, Chohan, Collins, Connolly, Cooley, Craig, Curley, M Dar, Y Dar, Davies, Doswell, Douglas, Evans, Flanagan, Foley, Gartside, Good, Green, Grimshaw, Hacking, Hassan, Hewitson, Hilal, Hitchen, Holt, Hughes, Hussain, Igbon, Ilyas, Iqbal, Jeavons, Johns, Johnson, Kamal, Karney, Kirkpatrick, Lanchbury, Leech, J Lovecy, Ludford, Lynch, Lyons, McHale, Midgley, Moran, Newman, Noor, Nunney, Ogunbambo, B Priest, H Priest, Rahman, Raikes, Rawlins, Rawson, Razaq, Reeves, Reid, Riasat, Richards, I Robinson, T Robinson, Rowles, Russell, Sadler, M Sharif Mahamed, Sheikh, Shilton Godwin, Simcock, Stanton, Stogia, Taylor, Wheeler, Whiston, White, Wills, Wilson and Wright

Honorary Aldermen of the City of Manchester –

Hugh Barrett, Andrew Fender, Audrey Jones JP, Paul Murphy OBE, Nilofar Siddiqi and Keith Whitmore.

Further Information

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

Andrew Woods
Tel: 0161 234 3011
Email: andrew.woods@manchester.gov.uk

This agenda was issued on **Tuesday, 10 May 2022** by the Governance and Scrutiny Support Unit, Manchester City Council, Level 2, Town Hall Extension (Library Walk Elevation), Manchester M60 2LA

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Council

Minutes of the second extraordinary meeting held on Wednesday, 30 March 2022

Present:

The Right Worshipful, the Lord Mayor Councillor T Judge – in the Chair

Councillors:

Akbar, Ahmed Ali, Sameem Ali, Shaukat Ali, Andrews, Appleby, Bano, Benham, Bridges, Butt, Chambers, Chohan, Clay, Collins, Connolly, Craig, Curley, M Dar, Y Dar, Doswell, Evans, Farrell, Flanagan, Foley, Good, Green, Grimshaw, Hacking, Hassan, Hewitson, Hilal, Hitchen, Hughes, Hussain, Igbon, Ilyas, Johns, S Judge, Kamal, Karney, Lanchbury, Leech, J Lovecy, Ludford, Lyons, McHale, Midgley, Monaghan, Moore, Newman, Noor, Nunney, B Priest, H Priest, Rahman, Raikes, Rawlins, Rawson, Razaq, Reid, Riasat, Richards, Robinson, Russell, Sadler, M Sharif Mahamed, Sheikh, Simcock, Stanton, Stogia, Wheeler, White, Wills, Wilson and Wright

CC/01/22 The Lord Mayor's Special Business – Statement on the Ukraine Conflict

The Lord Mayor invited the Leader of the Council to address the Council to provide an update on Manchester's response to the war in Ukraine.

The Leader of the Council announced that Manchester stands in unity and solidarity with the people of Ukraine and will continue to do everything possible to support the humanitarian effort to help those affected by the Russian invasion.

Manchester continues to be ready to play its part, together with towns and cities across Europe, in welcoming evacuees escaping the conflict and the humanitarian disaster it is creating.

The Leader of the Council outlined Manchester's response to the conflict:

- A Council Task and Finish Group has been established to co-ordinate the local response to administer, and support arrivals from Ukraine, under the Homes for Ukraine Scheme and enhanced Visa scheme.
- The group is chaired by the Strategic Director of Neighbourhood and attended by senior officers from across the council and key workstreams have been developed to organise the response.
- Strategic Directors have been asked to prioritise this work across their services and a number of senior officers are regularly meeting with government officials to scope the requirements.
- The regional response is being considered and coordinated via GMCA and the NW Regional Strategic Migration Partnership.

Home Office Visas

- The government has made provision for an increased volume of visas for Ukrainians with ties to the U.K.
- Around 3,000 people have been issued one by the middle of March.

Homes for Ukraine

- The Homes for Ukraine scheme allows British citizens and businesses to sponsor a named Ukrainian or family to stay in their accommodation in return for a £350 support payment per residential address.
- Over 150,000 applications have been made under this scheme to date (29 March).
- However, a relatively small number of Ukrainians have arrived on this scheme to date – 1,000 as of 29 March.
- Manchester has received (as at 29 March) notification of a growing number of sponsors in the city.
- These are spread across the city, with a mixture across owner occupied, private rented and social housing accommodation.
- The Council is unaware of the complete guidance around some of the processes involved, but Council Officers are working collaboratively with regional and national partners to ensure that these are well-rounded and appropriate.
- Given that confirmed sponsors are beginning to cascade to the Council, verification as well as accommodation and safeguarding checks are due to begin imminently over the next few days.

Arrivals

- To date, the numbers of Ukrainians coming to the UK from Ukraine have been limited and not on the scale seen from Afghanistan or previous crises, in terms of large numbers of refugees arriving.
- The limited number that arriving have largely been individuals linked with the Friends and Family Visa Scheme, who have established links to the U.K. and require relatively little support. Many have been using Manchester Airport as a transit hub before travelling on to other locations in the North.
- As the Homes for Ukraine scheme progresses, the numbers of arrivals into Manchester are expected to increase rapidly.
- The levels of support required are likely to vary and will be determined by personal experiences ahead of and on leaving Ukraine, with the expectation that traumatic experiences will require trauma informed services where required.
- It is expected that arrivals will be predominantly women and children due the mandate on males to stay in Ukraine.
- A response team for meet and greet have been mobilised for the last ten or so days at Manchester Airport. A request for volunteers has been shared throughout the entire City Council workforce and over 100 employees have decided to help.
- Consideration is also being given to the need to provide support at Manchester Piccadilly train station and Chorlton Street bus station given their status as key transport hubs – it is understood that some Ukrainians have been arriving into the UK via ferry from Ireland into Holyhead and would likely arrive at Piccadilly.

We Love Mcr Umbrella Fund

- On 24 March 2022, the We Love Mcr charity launched the Manchester Ukraine Welcome Fund.
- The fund serves as a central fundraising page for Manchester that is officially supported by the Council with funds distributed to various community groups and charities across the city who are best placed to support Ukrainians.
- Several communications have been published on various council-platforms such as Facebook, whilst the story has also been picked up by the Manchester Evening News amongst others.
- The amount raised by the fund currently stands at £54,194, which includes a £50,000 initial donation by the Council.
- An employee at the Council has agreed to walk from the Town Hall Extension to Buckingham Palace in support of the fund.
- We are now working to identify appropriate partners to share the funding with and to put in place appropriate governance structures, whilst remaining as agile to the changing circumstances as possible.

A member raised the point that the time taken to deal with applications to allow access to the UK is taking too long and the government should do more to speed up the process. The families looking to travel to the UK were struggling financially in view of not being able to work and the high cost of temporary accommodation.

CC/01/23 The Lord Mayor's Special Business – White Ribbon Accreditation

The Lord Mayor invited Anthea Sully, the Chief executive of White Ribbon UK to address the Council following the Council's successful White Ribbon accreditation. The White Ribbon Charity is leading the work that is ending men's violence against women by engaging with men and boys to make a stand against violence, changing cultures and raising awareness.

The Deputy Leader (Councillor Rahman) addressed the Council on the value the accreditation provided and the work to be done to deliver the Council's 3 year Action Plan. Work has started on the delivery which includes the establishment of a steering group, the appointment of ambassadors from each directorate and the introduction of a programme of work directed at the city's night-time economy. Next steps will involve updating the Council's work based domestic and sexual abuse related policies and training. In addition, work will take place to improve the Safe Accommodation Pathway for housing and support for woman and children fleeing violence and abuse.

The Chief Executive of White Ribbon UK addressed the council to outline the work and purpose of the White Ribbon campaign and the importance of the Council's role in promoting the White Ribbon Promise.

The Lord Mayor accepted and White Ribbon Plaque and certificate on behalf of the Council.

CC/01/24 The Lord Mayor's Special Business – Cost of Living Increase

The Lord Mayor invited Angela Harrington (Director of Inclusive Economy), Tom Wilkinson (Deputy City Treasurer) and Matthew Hassell (Revenues and Benefits service) to address and Council and give a presentation regarding Family Poverty and the impact of continued increases in the cost of living and the help and support the Council is providing to Manchester residents at such a difficult time.

The Deputy Leader (Councillor Midgely) addressed the Council thanked officers for the continued work to produce strategies to help and support Manchester residents who are in need. In recognising the increases in the cost of living that have been the highest for more than thirty years with an increase in the number of families living in poverty and after seeing the value of their benefits further reduced, the Council will continue to stand up for Manchester residents. Reference was also made to the physical and mental health impacts on those affected by increased costs and the difficult decisions to be made regarding the provision of food, heating and other essential purchases that can lead to money worries and debt. The Government was asked to act to help and support those in need.

Other members addressed the Council on the impact and consequences to Manchester resident's lives resulting from the cost of living increase, increases in inflation and overall reductions in living standards. To ensure the experiences of those affected is not lost, a Manchester Cost of Living Crisis report will be produced and delivered to No10 and No11 Downing Street for the Prime Minister and the Chancellor to read to help them both to understand the negative consequences of reducing the finances to those in need and the importance of taking action to address this as soon as possible.

The Leader of the Council responded to a question regarding the use of pre-payment meters and the suggestion that energy companies be requested to freeze outstanding debts until energy prices had significantly reduced. The Leader stated that the 'UK Won't Pay' national campaign would be joined to support the proposals to introduce a freeze on the energy price cap, investigate solutions to the energy crisis, scrap the increase in national insurance, introduce the reregulation of energy pricing and investigate energy companies on price hikes in energy prices. All members of the council were invited to show their support.

CC/22/25 Lord Mayor's Special Business – Retiring Members

The Lord Mayor informed the Council that six Councillors would not be seeking re-election in May 2022 and thanked them for their contribution to the Council and the residents they represent. The Councillors not seeking re-election were:

Sameem Ali
Rosa Battle
Ben Clay
John Farrell
Mary Monaghan; and
Rebecca Moore

CC/22/26 Minutes

Decision

The Minutes of the Council (budget) meeting and two extraordinary meetings held on 4 March 2022 were approved as correct records and signed by the Lord Mayor.

CC/22/26 Notice of Motion - Serving the Public

Last month this Council agreed the budget for the coming budget year. The budget was based on providing services to our residents and ensuring our residents who are most in need receive the support and best services we can provide for them.

Setting the budget is only the start of the process and we rely on our employees for the actual delivery.

Our Council working together with our Trade Union partners have supported our workforce in the face of an exceedingly difficult two years of the pandemic. Council employees have worked throughout the pandemic, whether office workers continuing to deliver from home or the huge numbers of frontline workers who continued to deliver vital services face to face in our resident's homes, on our streets and across all of our city.

Our workforce has not had it easy over the past 12 years, suffering from vicious funding cuts by the Tories, enabled at first by their compliant LibDem coalition partners, leaving Manchester City Council no option but to make cuts to services and reducing our workforce.

Council employees faced the brunt of these cuts and service reductions alongside continued year on year pay settlements that amounted to a pay freeze at best. Manchester City Council says a heartfelt thank you to all its employees for their contribution in supporting the City during the pandemic.

Elsewhere, front line workers of all kinds have also contributed massively during the pandemic, including public transport drivers, food deliveries, shop workers and many more all here in Manchester delivering for our residents.

Manchester City Council says a big thank you to all employees working for the public for their contribution in supporting the City during the pandemic. Aiding all this work has been everyone involved with the Voluntary Sector who have been outstanding during the pandemic in providing food, support, and company to our residents.

While we regret the government policies that make them necessary, our city's Food Banks have worked tremendously hard to support those hardest hit by the economic failures of the Conservative Government. Manchester City Council says a big thank you to all in the Voluntary Sector for their contribution in supporting the City during the pandemic.

Council employees keeping our city going and supporting our communities. Public Sector employees delivering for our residents. All this followed by the pandemic and the failed austerity agenda of the Conservatives and Liberal Democrats and still our

staff continue to deliver at the highest standards and go and above and beyond to support the community that they work and live in.

This Council moves a vote of thanks in recognition of all their hard work and dedication through these most trying of times.

Motion proposed and seconded:

Resolution

The motion was put to Council and voted on and the Lord Mayor declared that it was carried unanimously.

Decision

This Council moves a vote of thanks to council employees and the voluntary sector, in recognition of all their hard work and dedication through these most trying of times.

(A personal interest was declared by Councillors: Appleby, Connolly, Hassan, Nunney and Andrews for the reason that each is a member of a trade union.

CC/22/27 Notice of Motion - Road Safety and Children

Manchester City Council has declared 2022 the Year of the Child and is committed to doing all we can to enable children to have a safe and active childhoods in our City.

This Council notes our commitment to enabling children and their families to walk and cycle to school and parks, and across the City, and the significant funds already committed to this.

Further, we will:

1. Develop a programme of auditing school and park entrance points, to be completed within the next eighteen months, to ensure our records for these are up to date with a mechanism for regularly updating this.
2. Formulate a strategy to create safe crossing points for each of the school and park entrances over a precise timescale to be agreed with the Executive Member for the Environment, but with a view to the work being completed within the next 8 years;
3. Ensure that safe crossing points are an integral part of the Council's Active Travel Strategy which is currently being developed.
4. Lobby central government for funding to enable this plan to be achieved as quickly as possible.
5. Lobby Highways England to prioritise schemes and spending that improve pedestrian and cycle safety in the major road network.

Motion proposed and seconded:**Resolution**

The motion was put to Council and voted on and the Lord Mayor declared that it was carried unanimously.

Decision

This Council notes our commitment to enabling children and their families to walk and cycle to school and parks, and across the City, and the significant funds already committed to this.

Further, we will:

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3. Ensure that safe crossing points are an integral part of the Council's Active Travel Strategy which is currently being developed.
4. Lobby central government for funding to enable this plan to be achieved as quickly as possible.
5. Lobby Highways England to prioritise schemes and spending that improve pedestrian and cycle safety in the major road network.

CC/22/28 Proceedings of the Executive

The proceedings of the Executive on 16 February and 16 March 2022 were submitted.

Decision

To receive the minutes of the Executive held on 16 February and 16 March 2022.

CC/22/29 Questions to Executive Members under Procedural Rule 23

Councillor White responded to a question from Councillor Wheeler regarding housing within Piccadilly Ward.

Councillor Rawlins responded to a question from Councillor Wills regarding progress on the Parsonage Road safer streets project.

Councillor Rawlins responded to a question from Councillor Wills regarding arrangements for the repair of pavements.

Councillor Rawlins responded to a question from Councillor Nunney regarding the placement of new litter bins in the city.

Councillor White responded to a question from Councillor Leech regarding impact of the publishing of financial viability statements on the number of affordable homes delivered through planning applications.

Councillor Rawlins responded to a question from Councillor Leech regarding flood mitigation measures.

Councillor Rawlins responded to a question from Councillor Leech regarding local councillor representation on planning applications.

Councillor Rawlins responded to a question from Councillor Leech regarding off road parking spaces to flats in new developments.

Councillor Rawlins responded to a question from Councillor Leech regarding complaints received regarding micro asphalt resurfacing.

Councillor White responded to a question from Councillor Good affordable housing within residential developments.

Councillor Akbar responded to a question from Councillor Good regarding maintenance charges on the New Islington estate.

Councillor Rawlins responded to a question from Councillor Good regarding free waste collections to prevent fly tipping.

Councillor Rawlins responded to a question from Councillor Good regarding expectations from a car parking scheme in Ancoats.

Councillor Rawlins responded to a question from Councillor Good regarding the parking permit arrangements for Eastlands Residents.

Councillor Rawlins responded to a question from Councillor Good regarding street lighting.

Councillor Akbar responded to a question from Councillor Good regarding parcel theft.

Councillor Akbar responded to a question from Councillor Good regarding parks within Beswick.

Councillor Rawlins responded to a question from Councillor Hilal regarding signage, enforcement and traffic phasing to and from Princess Parkway.

Councillor Akbar responded to a question from Councillor Stanton regarding on funding arrangements for the Didsbury Library and war memorial grounds

Councillor Rawlins responded to a question from Councillor Chambers regarding street cleaning arrangements in Withington.

CC/22/30 Scrutiny Committees

The minutes of the following Scrutiny Committee meetings were submitted:

Communities and Equalities 8 February and 8 March 2022
 Resources & Governance 8 February and 8 March 2022
 Health 9 February and 9 March 2022
 Children and Young People 9 February and 9 March 2022
 Environment and Climate Change 10 February and 10 March 2022
 Economy 10 February and 10 March 2022

Decision

To receive those minutes.

CC/22/31 Proceedings of Committees

The minutes of the following meetings were submitted:

- Audit Committee – 15 February 2022
- Licensing Committee – 7 March 2022
- Planning and Highways Committee – 17 February 2022 and 17 March 2022
- Standards Committee – 17 March 2022
- Personnel Committee – 16 February 2022 and 16 March 2022, and in particular, to consider:

PE/22/02 Creation of a new post - Director of Neighbourhood Delivery and the redesignation of the existing post of Director of Policy, Performance and Reform to Assistant Chief Executive

The Committee:-

- Recommends to Council the creation of new post, Director of Neighbourhood Delivery at senior salary grade SS4 Grade (£98,592 to £108,853).

and;

PE/22/06 Pay Policy Statement 2022/23

- Note the content of the draft Pay Policy Statement and commend it for approval by the Council at its meeting on 30 March 2022.
- Note the organisation's Pay and Grading Structure for the financial year 2022/23 appended to the Pay Policy Statement and commend it for approval by the Council at its meeting on 30 March 2022.
 (See minute number CC/22/33 below.)

Decision

1. To receive those minutes submitted.
2. To approve the creation of new post, Director of Neighbourhood Delivery at senior salary grade SS4 Grade (£98,592 to £108,853).

CC/22/32 Draft Pay Policy Statement

Consideration was given the report of the Director Human Resources and Organisational Development that presented the draft Manchester City Council Pay Policy Statement for 2022/23. The statement is cognisant of the organisational context and the impact of the 2022/23 budget. It sets out the direction of travel in relation to pay for Manchester's officers for the year ahead in line with the organisational priorities. The statement has been developed to comply with the legal requirement set out under section 38 (1) of the Localism Act 2011 and takes account of other relevant legislative requirements. The Statement also includes information on the Council's 'Gender Pay Gap' and work to proactively promote workforce equality, in accordance with the requirement to carry out Gender Pay Reporting set out within The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017.

Decision

To approve the draft Pay Policy and note the organisation's Pay and Grading Structure for the financial year 2022/23, as appended to the Pay Policy Statement in the report submitted.

CC/22/33 Urgent Key Decisions

The Council considered the report of the City Solicitor on key decisions that have been taken in accordance with the urgency provisions in the Council's Constitution.

Decision

To note the report.

**Manchester City Council
Report for Resolution**

Report to: Constitutional and Nomination Committee – 18 May 2022
Full Council – 18 May 2022

Subject: Establishment of a Housing Advisory Committee

Report of: Strategic Director (Growth and Development)

Summary

The purpose of this report is to establish a Housing Advisory Committee, following the decision to bring back in house the Northwards Housing Arm's Length Management Organisation (ALMO) that used to manage the Council's housing stock.

The report also provides a summary to the background to the decisions to create a Housing Advisory Committee.

Recommendations

The Constitutional and Nomination Committee is requested to:

- (1) Recommend that Council agree to the establishment of the Housing Advisory Committee as a non-decision making advisory Committee;
- (2) Recommend to the Council the Elected Member membership of the Housing Advisory Committee;
- (3) Recommend that the Council confirm the appointment of the nominated Tenant Representatives to the Housing Advisory Committee set out in this report; and
- (4) Recommend that the Council confirm the appointment of the nominated co-opted non-resident members of the Housing Advisory Committee set out in this report.

Council is recommended to:

- (1) Agree the establishment of a Housing Advisory Committee as a non-decision making advisory committee;
- (2) Approve the proposed terms of reference for the Committee set out at Appendix 1 of the report;
- (3) Agree the recommended Elected Member, co-opted Tenant Representative and co-opted non-resident membership of the Housing Advisory Committee;
- (4) Note the Role Profiles for the Tenant Representatives on the Housing Advisory Committee; and
- (5) Note that whilst the meetings of the Housing Advisory Committee will be held within the North Manchester area, they will be open to the public to attend and observe proceedings.

Wards Affected – Higher Blackley, Charlestown, Crumpsall, Harpurhey, Moston,

Cheetham, Miles Platting & Newton Heath, Ancoats & Beswick, Piccadilly, Ardwick, Clayton & Openshaw

Contact Officers:

Name: David Ashmore
Position: Director of Housing Operations
E-mail: david.ashmore@manchester.gov.uk

Name: Angela Raftery
Position: Assistant Director of Housing Operations
E-mail: angela.raftery@northwardshousing.co.uk

Background documents (available for public inspection):

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

- Council Housing Stock – Governance Arrangements – resources and Governance Scrutiny – 7 March 2022 and 7 December 2021
- Housing Revenue Account Delivery model - Northwards ALMO Review – Economy Scrutiny 14 January 2021
- Housing Revenue Account Delivery model - Northwards ALMO Review – Executive 20 January 2021

1.0 Introduction

- 1.1 On 20 January 2021, Manchester City Council agreed to bring the ALMO Northwards Housing back in-house, agreeing to insource the housing management and maintenance function.
- 1.2 A report was considered by both the Council's Economy Scrutiny Committee and the Executive which set out the conclusions of the test of opinion of tenants and leaseholders on the proposal for MCC to take direct control of the management of the housing service.
- 1.3 The transfer of the ALMO took place on 5th July 2021 and one of the key milestones in integrating with the Council is to establish the new governance arrangement, replacing the transitional Shadow Board currently in situ, to oversee the effectiveness and development of MCC Housing Operations.
- 1.4 The report considered by both Scrutiny and the Executive in January 2021 recommended that the governance of the new council-controlled service offer of housing operations in North Manchester would include opportunities for tenants to be involved and empowered in the decision making about services to homes and communities
- 1.5 This report seeks to establish the new Housing Advisory Committee, its Terms of Reference, the role profiles of its tenant representatives, and next steps

2.0 Background

- 2.1 Following the decision to bring the ALMO back in house, a key consideration was to establish the new governance model for the Housing Service, in line with the council's constitution and critically, to ensure resident representation in the oversight of their social housing provider (MCC). The new governance arrangements will have oversight of significant aspects such as
 - The implementation of the social housing white paper, including the emerging consumer standards and tenancy satisfaction measures
 - The performance of the council's housing repairs and maintenance service
 - Maintaining Decent Homes and Fire and Building Safety
- 2.2 As such, the Council's Resource and Audit Scrutiny Committee (RAGOS) considered and refined the initial Housing Advisory Committee proposals from officers, recommending a series of improvements and clarifications, which have been incorporated into the final report, particularly in relation to the Terms of Reference.
- 2.3 In addition to the development of the governance proposals with the Council's Resource and Audit Scrutiny Committee, the Director of Housing Operations commissioned an internal audit report to support the development of a robust and appropriate set of arrangements.

- 2.4 The Council's Internal Audit gave a reasonable opinion to the proposals and identified a number of areas of strength and four recommendations for the service to take forward.
- 2.5 The areas of strength identified in the internal audit report included;
- Significant consideration had been given to setting up governance structures which will provide a line of accountability and community engagement from tenant and resident groups through the proposed advisory committee and to the Council's Scrutiny and Executive.
 - The proposals align with wider Council Governance arrangements and with Housing Regulations and Standards, documented in the 2021 Social Housing White Paper.
 - The key themes of the White Paper had formed the foundations of the governance arrangements and that these will be incorporated into the new Resident Charter, which will become a focal point of the committee.
 - The commitment to create a Resident Charter, giving tenants the opportunity to influence the development of key performance indicators (KPIs) that are meaningful to them.
- 2.6 The four recommendations in the internal audit report were in relation to committee documentation and membership, the oversight and ownership of the risk register and finalising the approaches to gathering performance data and reporting requirements, all of which have since been progressed
- 2.7 Consequently, it has been agreed that a new Housing Advisory Committee will be established, composed of six elected councillors, five co-opted tenant representatives who live in council housing in the North Manchester area and in addition, up to three non-resident co-opted members to be appointed, on the recommendation of the Committee, to provide independent specialist support and advice.
- 2.8 With the establishment of this committee, the Council will be delivering on the standards set out in the White Paper.

3.0 Governance of the Housing Advisory Committee

- 3.1 The committee will comply with the Council's Constitution, including the Council Procedure Rules and Access to Information Procedure Rules. The meetings will be serviced by the Council's Commercial Governance Team, who will work closely with the Council's Governance and Scrutiny Support Unit to ensure all the necessary legal requirements for convening meetings are met.
- 3.2 The Housing Advisory Committee will be a non-decision making advisory

committee appointed under Section 102(4) of the Local Government Act 1972.

- 3.3 Meetings will be held on a regular agreed basis throughout the year, at least 6 times annually in the municipal year. Dates of meetings will be scheduled to be included in the Council's annual timetable of meetings.
- 3.4 All meetings will be in person and held in the North Manchester area and will, in same way as any other Council committee meetings, be open to the public to attend and observe proceedings (unless business that is 'confidential' or 'exempt' for the purposes of the Access to Information Procedure Rules is being considered).
- 3.5 The meetings will be chaired by the Executive Member with responsibility for Housing Management.
- 3.6 The meeting quorum will be five members and must include a mix of both Elected Members and Tenant Representatives to ensure balance.
- 3.7 The Housing Advisory Committee will ensure that tenants are able, on an annual basis, to hold a review of the whole service and report to elected members so that the service has proper oversight and accountability.

4.0 Terms of Reference

- 4.1 The recommended Terms of Reference, are set out in Appendix 1.
- 4.2 These are the proposed Terms of Reference as drafted by the Director and Assistant Director of Housing Operations, following consultation with the Council's Resources and Governance Scrutiny Committee in December 2021 and March 2022
- 4.3 Any future proposed changes to the Housing Advisory Committee's terms of reference, will be presented to the Council for approval.

5 Appointment of Elected Members to the Committee

- 5.1 In accordance with the proposed terms of reference for the Housing Advisory Committee it is requested that the Council appoint the Executive Member with portfolio responsibility for Housing Management as an ex-officio member (and Chair) of the Committee. The Council is also requested to appoint five other elected members of the Council to the Committee.
- 5.2 Those five other elected members would ordinarily all be members representing North Manchester Wards (i.e. Charlestown, Crumpsall, Harpurhey, Higher Blackley, Moston, Cheetham and Miles Platting and Newton Heath). However, this may not be possible as the Committee will be subject to political balance rules and consequently one seat on the proposed Housing Advisory Committee falls to be allocated to a member of one of the Council's minority groups, with the rest of the elected member seats being allocated to the Council's majority group. The minority group that is allocated a

seat would be entitled to take up its seat (if it wishes to do so), notwithstanding that it currently has no members representing the North Manchester Wards.

6 Appointment of Tenant Representatives

6.1 The council conducted a comprehensive recruitment campaign, with the aim of generating sizeable resident/tenant interest in the advisory committee roles. The campaign included digital and traditional methods targeting;

- All 2,218 residents registered to the service's digital services 'My Account'
- All 631 residents who are registered with the Northwards Network
- All 12,211 residents living in the Council's Northwards properties.
- Website cross-selling
- Social Media via Facebook, Instagram and Twitter

The level of interest was significant with 336 residents registering an interest, which led to 79 applications being received, and subsequently 15 local residents being interviewed by existing resident Shadow Board members and the Assistant Director Housing Operations.

Following this extensive process and all Council recruitment processes the nominated co-opted tenant representatives put forward for appointment to the Housing Advisory Committee are:

- Christine Leyland
- Phil Foran
- Natalie O'Reilly
- Norman Hesketh-Hart
- Susan Taylor

7 Appointment of Independent Co-opted Non-Residents/Independents to Housing Advisory Committee

7.1 In addition to the Housing Advisory Committee's elected member and tenant representatives, aligned with good practice in the social housing sector and as per the Council's Resources and Audit Scrutiny Committee recommendations, the report puts forward three independent non-resident nominees for appointment as co-opted members of the Housing Advisory Committee. The independent roles are comparative to Non Exec roles which sit on the Boards of Registered Providers, bringing industry expertise and external challenge to the proposed governance arrangements.

7.2 The independent roles were advertised through the professional social media platform, LinkedIn and the North Manchester Business Network and has been successful in recruiting three local professionals with industry expertise and knowledge in the housing sector, with a clear resident focus including specialisms in digital services, community working and delivery of capital programmes. Under the proposed terms of reference for the Housing Advisory Committee, there would be ordinarily be a formal recommendation from the

Housing Advisory Committee to the Council in respect of nominees for the position of non-resident co-opted member of the Committee. However, as the Housing Advisory Committee has yet to be established, such a recommendation is not possible on this occasion.

7.3 Following the Council's recruitment process the nominated co-opted non-residents put forward for appointment to the Housing Advisory Committee are;

- Chris Forrester
- Safeena Rather
- Stephen Repton

7.4 The Committee will be subject to the Council's Constitution, including the Council Procedure Rules and the Access to Information Procedure Rules, in line with other Council committees. All Committee Members must sign and adhere to the Member Code of Conduct as adopted by Manchester City Council.

8 Next Steps

8.1 To formally constitute the Housing Advisory Committee, subject to approval, and to begin onboarding the new members with a series of introductory sessions over May and June, prior to the initial committee meeting in July 2022.

9 Recommendations

9.1 The recommendations are set out at the front of this report

Appendix 1: Draft Terms of Reference

Housing Advisory Committee Terms of Reference – May 2022

Purpose:

The Committee is responsible for overseeing the delivery of the housing services to the Council's housing stock (formerly managed by Northwards Housing); primarily in, but not limited to, North Manchester. This includes the reviewing of the performance of all housing functions and the engagement of residents in the effective delivery of services.

As an advisory committee it has no decision-making powers of its own but may make recommendations to the Council or the Council's Executive on matters relating to the discharge of their housing functions, insofar as those functions relate to the Council's housing stock.

The Committee's remit does not extend to the council's PFI, This City or properties managed by Registered Providers.

Membership

The Committee will be composed of:

- **six** elected councillors - The Committee will be chaired by the Executive Member with portfolio responsibility for Housing Management (who will be an ex-officio member of the Committee) and the remaining five elected councillors will ordinarily represent North Manchester Wards (i.e. Charlestown, Crumpsall, Harpurhey, Higher Blackley, Moston, Cheetham and Miles Platting and Newton Heath).
- **five** co-opted residents from the Council's housing stock - Residents will be appointed to the Committee by the Council. Elections may need to be used to decide which nominees are put forward to the Council for consideration. Resident appointees are expected to serve a minimum two-year term.
- up to **three** co-opted non-resident members - Co-optees can be appointed to the Committee by the Council, following recommendations from the committee. Co-optees will provide independent specialist support and advice when required.

As this is an advisory committee all members of the committee may vote, including co-opted members.

The committee will be subject to political balance rules.

Arrangements

Meetings will be held on a regular agreed basis throughout the year, at least 6 times annually. Dates of meetings will be scheduled to be included in the Council's annual timetable of meetings. All meetings will be in person and, where possible, will be held

at suitable venues in the North Manchester area. The meetings will be serviced by the Council's Commercial Governance Team, working closely with the Council's Governance and Scrutiny Support Unit.

Meeting Quorum is five and must include a mix of both elected members and resident representatives to ensure balance. Training will be arranged for Members so that they can contribute fully to the governance and oversight of services and provide appropriate challenge where necessary.

All committee members will demonstrate and reflect MCC's three Equality Objectives

- Knowing Manchester Better
- Improving Life Chances
- Celebrating Our Diversity

Conduct

The Committee will be subject to the Council's Constitution, including the Council Procedure Rules and the Access to Information Procedure Rules, in line with other Council committees. All Committee Members must sign and adhere to the Member Code of Conduct as adopted by Manchester City Council.

General

These Terms of Reference will be reviewed on an annual basis at the start of the municipal year and if any changes are required, they will be taken back to Council for approval.

Committee Responsibilities

Within its remit the committee will:

- Monitor performance and delivery of the consumer standard (Residents' Charter) including the new tenancy satisfaction measures.
- Promote equalities and the diverse interest of residents and leaseholders.
- Monitor the impacts of investment in ensuring the Council maintains decent homes, fire and building safety and customer satisfaction.
- Provide reports to the Council's Executive and to relevant Council Scrutiny Committees (Communities and Equalities; Resources and Governance).
- Review draft reports on significant decisions to be taken by the Council in relation to the housing function.
- Be consulted on and advise on key changes to strategy, key policies, significant service changes and development proposals.
- Aim for the composition of the Committee and Resident Groups to be reflective of the diverse communities within North Manchester (and the city).
- Have sight of any scrutiny reports that are produced from any service audits or reviews that are carried out.
- Provide oversight of the savings to the Housing Revenue Account projected by virtue of the transfer of the service back to the council.

- Receive and consider complaints data to inform service delivery.
- Have oversight of the risk register for the housing service.
- Review the connectivity of the core housing provision with neighbourhoods and other community delivery impacts. Particular reference to environmental investment and community safety.
- Monitor the debt management and financial inclusion services to ensure that tenancies are sustained whilst income is managed.
- Act in accordance with the Council's powers and responsibilities and its Constitution

Appendix 2: Role Profile of Tenant Representatives

Housing Advisory Committee Role Profile for Committee Member for Housing Advisory Committee

Purpose of the Housing Advisory Committee:

The Committee is responsible for overseeing the delivery of the housing services to the Council's housing stock (formerly managed by Northwards Housing); primarily in, but not limited to, North Manchester. This includes the reviewing of the performance of all housing functions and the engagement of residents in the effective delivery of services.

As an advisory committee it has no decision-making powers of its own but may make recommendations to the Council or the Council's Executive on matters relating to the discharge of their housing functions, insofar as those functions relate to the Council's housing stock.

The Committee's remit does not extend to the council's PFI, This City or properties managed by Registered Providers.

Role:

Committee Member for Housing Advisory Committee

Main Contacts:

Director and Assistant Director of the Housing Service, Elected Members Tenants and Residents

Payments:

This is a voluntary position however reasonable travel expenses to attend the meetings will be reimbursed.

Time Commitment:

The appointment will be for an initial two-year term. Committee members will be expected to attend six committee meetings per municipal year. Typically these meetings are held early evening between 6-8pm in North Manchester

Training and Development Opportunities:

Manchester City Council will provide training and development opportunities to support committee members in their role.

Key Areas of Responsibilities

The Housing Advisory Committee will have no decision-making powers of its own but will make recommendations to the Council or the Council's Executive on matters

relating to the housing service. Key areas of responsibility for committee members are:

- Review performance and delivery of the consumer standard (Residents' Charter) including the new satisfaction measures.
- Promote equalities and the diverse interest of residents and leaseholders.
- Review the impacts of investment in ensuring the Council maintains decent homes, fire and building safety and customer satisfaction.
- Provide reports to the Council's Executive and to relevant Scrutiny Committees (Communities and Equalities & RAGOS).
- Review draft reports on significant decisions to be taken by the Council in relation to the housing function.
- Be consulted on and advise on key changes to strategy, key policies, significant service changes and development proposals.
- Aim for the composition of the Committee and Resident Groups to be reflective of the diverse communities within North Manchester (and the city).
- Have sight of any scrutiny reports that are produced from any service audits or reviews that are carried out.
- Provide oversight of the savings to the HRA projected by virtue of the transfer of the service back to the council.
- Receive and consider complaints data to inform service delivery.
- Have oversight of the risk register for the housing service.
- Review the connectivity of the core housing provision with neighbourhoods and other community delivery impacts. Particular reference to environmental investment and community safety.
- Review the debt management and financial inclusion services to ensure that tenancies are sustained whilst income is managed.
- Act in accordance with the Council's powers and responsibilities and its Constitution.

Personal Qualities, Knowledge and Experience:

The following characteristics, knowledge, and/or experiences (or commitment to gain them) would be advantageous to the role of a Committee Member:

- Understanding of the needs and aspirations of the communities in north Manchester
- Understanding of the housing delivery service and its aims and objectives
- Ability to work with others and build relationships
- Good Communication skills
- Confidence and Enthusiasm
- Commitment to the Committee
- Commitment to training and development to perform this role
- Personal integrity, honesty, and objectivity