



Environment, Climate Change and Neighbourhoods Scrutiny Committee

Date: Thursday, 25 May 2023

Time: 2.00 pm

Venue: Council Antechamber, Level 2, Town Hall Extension

Everyone is welcome to attend this committee meeting.

There will be a private meeting for committee members only from 1:30pm on Thursday, 25 May in Room 2006, Level 2, Town Hall Extension

Access to the Council Antechamber

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Membership of the Environment, Climate Change and Neighbourhoods Scrutiny Committee

Councillors - Shilton Godwin (Chair), Chohan, Collins, Doswell, Holt, Ilyas, McCaul, Razaq, Wiest and Wright

Agenda

1. Urgent Business

To consider any items which the Chair has agreed to have submitted as urgent.

2. 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.

3. 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 [b] record any items from which they are precluded from voting as a result of Council Tax/Council rent arrears. Members with a personal interest should declare that interest 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.

4. Minutes

To approve as a correct record the minutes of the meeting held on 9 March 2023.

To receive the minutes of the Climate Change Ward Action Plans Task and Finish Group meeting held on 23 March 2023.

4a Minutes of the Environment and Climate Change Scrutiny Committee meeting of 9 March 2023 7 - 16

4b Minutes of the Climate Change Ward Action Plans Task and Finish Group of 23 March 2023 17 - 22

5. Manchester Climate Change Framework 2022 Update - Progress Update

Report to follow.

6. The Council's Procurement and Wider Actions to Support Reductions In Consumption-Based Emissions

Report to follow.

7. Final Report and Recommendations of the Climate Change Ward Action Plans Task and Finish Group 23 - 34

Report of the Climate Change Ward Action Plans Task and Finish Group

This report presents the findings of the detailed investigation undertaken by the Climate Change Ward Action Plans Task and

Finish Group.

8. Overview Report

35 - 48

Report of the Governance and Scrutiny Support Unit

This is a monthly report, which includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.

Information about the Committee

Scrutiny Committees represent the interests of local people about important issues that affect them. They look at how the decisions, policies and services of the Council and other key public agencies impact on the city and its residents. Scrutiny Committees do not take decisions but can make recommendations to decision makers about how they are delivering the Manchester Strategy, an agreed vision for a better Manchester that is shared by public agencies across the city.

The Environment, Climate Change and Neighbourhoods Scrutiny Committee areas of interest include The Climate Change Strategy, Waste, Carbon Emissions, Neighbourhood Working, Flood Management, Planning policy and related enforcement, Compliance and Parks and Green Spaces.

The Council wants 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. To help facilitate this, the Council encourages anyone who wishes to speak at the meeting to contact the Committee Officer in advance of the meeting by telephone or email, who will then pass on your request to the Chair for consideration. Groups of people will usually be asked to nominate a spokesperson. The Council wants its meetings to be as open as possible but occasionally there will be some confidential business. Brief reasons for confidentiality will be shown on the agenda sheet.

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Smoking is not allowed in Council buildings.

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

Further Information

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

Lee Walker, Scrutiny Support Officer
Tel: 0161 234 3376
Email: lee.walker@manchester.gov.uk

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Environment and Climate Change Scrutiny Committee

Minutes of the meeting held on Thursday, 9 March 2023

Present:

Councillor Shilton Godwin (Chair) – in the Chair
Councillors Holt, Hughes, Nunney and Wright

Apologies: Councillor Lyons and Razaq

Also present:

Cllr Rahman, Statutory Deputy Leader
Councillor Rawlins, Executive Member for Environment and Transport
Councillor Igbon, Executive Member for Vibrant Neighbourhoods
Councillor Ahmed Ali, Deputy Executive Member for Vibrant Neighbourhoods
Councillor White, Executive Member for Housing and Development
Councillor Hacking, Executive Member for Skills, Employment and Leisure

ECCSC/23/21 Minutes

Decision

To approve the minutes of the meeting held on 9 February 2023 as a correct record.

To note the minutes of the meeting of the Climate Change Ward Action Plans Task and Finish Group held 23 February 2023.

ECCSC/23/22 Housing Retrofit

The Committee considered the report of the Strategic Director, Growth and Development that provided an update on the Council's proposals to decarbonise the city's housing, incorporating an update on Green Skills.

Key points and themes in the report included:

- Providing an introduction and background;
- Retrofit targets, noting that the Council's Housing Strategy 2022-32 set a target of retrofitting at least a third of the city's 67,300 social rented properties by 2032;
- Analysis of the housing stock in Manchester using the modelling exercise carried out by the Greater Manchester Combined Authority in 2021;
- Retrofit measures;
- Progress and emerging plans for decarbonising Council-owned properties and other social rented properties;
- Information on the Social Housing Decarbonisation Fund;
- Challenges relating to social housing;
- Considerations relating to private sector housing;

- Considerations relating to private rented properties;
- Cross-tenure approaches and area-based schemes;
- Neighbourhood-based approaches to retrofit;
- Key enablers, noting that the Our Retrofit Plan was founded on four key enablers: resident engagement, skills, funding and partnerships.
- Funding arrangements;
- Monitoring and reporting arrangements; and
- Conclusions.

Some of the key points that arose from the Committee's discussions were:

- Recognising the significant amount of work delivered by officers to date on this important area of work;
- The government needed to be lobbied for adequate funding to enable Manchester to deliver on the stated ambitions;
- Recommending that the Chair write to the Secretary of State for Energy Security and Net Zero. The purpose being to invite him to meet with the Committee to discuss the proposals for Manchester to decarbonise the city's housing stock, recognising the importance of this to address climate change and support residents during the cost-of-living crisis.
- How realistic was the target of completing the zero-carbon retrofitting of a minimum of 1/3rd of the 67,300 homes managed by Manchester Housing Providers and achieve an EPC rating of B or above across this stock by 2032;
- Welcoming the reported neighbourhood-based approaches to retrofit;
- The need to identify all private landlords in Manchester;
- Noting the difficulties experienced by leaseholders in obtaining permission by owners to undertake retrofitting works;
- The need to ensure all new builds are future proofed to ensure those properties do not require retrofitting in future years;
- Recognising the importance of skills and training to deliver the ambitions described; and
- Information on the outcomes of the referenced skills bootcamps.

The Senior Project Officer, Housing and Residential Growth stated that all funding opportunities were being explored, including working with other Local Authorities across Greater Manchester.

The Zero Carbon Programme Manager acknowledged the challenges experienced by leaseholders and those in the private rented sector. She stated that this was why the neighbourhood-based approach was important as this work and improvements realised could influence these sectors. The Committee were also informed that larger social housing providers were encouraged to work with and support smaller providers. The Director of Development and Strategic Housing stated that landlord licensing would be used to gather information and data and engage with private landlords and impose housing standards on licensed properties.

The Executive Member for Skills, Employment and Leisure stated that the issue of skills was important and also very challenging. He stated that the pipeline of traditional construction works in Manchester made it difficult for staff to be released to

attend training, and this was in addition to funding challenges. He stated that these challenges were understood, and work was underway to address these. He referred to the detailed section within the report that discussed specifically the subject of skills.

The Work and Skills Lead advised that analysis of the outcomes of the skills bootcamps would be undertaken, advising that that these were available to people who were already in employment and were seeking to upskill or retrain.

The Executive Member for Housing and Development stated that he welcomed the report and paid tribute to all of the officers involved for their hard work in bringing this important work forward. He reiterated the comments expressed by Members for the need for adequate funding from the government. He stated that this work needed to be delivered at scale and at speed to address emissions and climate change and to support residents at this time of a cost-of-living crisis.

Decision

The Committee recommend that the Chair write to the Secretary of State for Energy Security and Net Zero. The purpose being to invite him to meet with the Committee to discuss the proposals for Manchester to decarbonise the city's housing stock, recognising the importance of this to address climate change and support residents during the cost-of-living crisis.

ECCSC/23/23 Manchester Green and Blue Strategy and Implementation Plan

The Committee considered the report of the Director of Planning, Building Control and Licensing that provided the annual update on the delivery of the Green and Blue Implementation (GBI) Plan.

Key points and themes in the report included:

- Providing an introduction and background;
- Noting that the Strategy contributed to delivering Manchester's Climate Change Action Plan by helping to create a more climate resilient city;
- Describing progress made during 2022/23 and setting out the key priorities for 2023/24;
- Information on the Environment Agency with regards to their role concerning pollution and flood risk;
- Information on the Our Rivers Our City Strategy,
- Providing an update on the Tree Action Plan;
- Noting that an update on Victoria North would be brought to Scrutiny later this year; and
- Future priorities.

Some of the key points that arose from the Committee's discussions were:

- How would the required 10% improvement in biodiversity be measured;

- Information on the impact of Ash dieback, a serious disease of ash trees was requested;
- Noting the potential for conflict between conservation and access to green spaces;
- Information on the Green Space Audit was requested;
- Noting the importance of green corridors to support wildlife; and
- Planning applications should be scrutinised to ensure tree planting and their locations were appropriate.

The Principal Planning Policy Officer described that the measurement of the 10% improvement in biodiversity was to be undertaken using a prescribed agreed national methodology. Members were advised that a management plan would report progress on this activity. The Chair asked that information in relation to this be included in future update reports.

In relation to skills the Policy Officer stated that working within existing partnerships and networks all opportunities were explored to translate these into practical opportunities for skills and training, referring to the In Our Nature project and the opportunities realised.

In response to the impact of Ash dieback, the Neighbourhood Team Lead stated that intelligence gathering in relation to this was currently underway. The Chair asked that information in relation to this activity and resulting actions be included in future update reports.

The Director of Planning, Building Control and Licensing stated that the importance of green space was understood, especially in the context of the Marmot Review and the pandemic. She said that analysis of the Green Space Audit was currently being undertaken. She further referred to the discussion of tree planting and planning applications. She stated that lessons were learnt in regard to this activity, adding that other Council departments, such as Highways, were conscious and responsive to the issue of trees and were part of the GBI Group.

The Planning and Infrastructure Manager noted the discussion regarding connectivity and the importance of green corridors. He stated that neighbouring authorities worked together collaboratively to promote and support this area of activity.

Decision

To note the report.

ECCSC/23/24 Parks and Open Spaces - Parks Climate Change Action Plan

The Committee considered the report of the Strategic Director (Neighbourhoods) that provided an overview of Manchester's Parks Climate Change Action Plan.

Key points and themes in the report included:

- Setting out the background to the development of the plan;
- Describing how the plan aligned to the wider ambition of the Council;

- Providing an overview of the action plan; and
- Conclusion and next steps.

Some of the key points that arose from the Committee's discussions were:

- Clarification was sought regarding the use of glyphosate in parks and seeking an assurance that no general glyphosate-based treatments had been used to manage weeds in parks since 2019 and was only used to treat Japanese Knotweed and occasionally Giant Hogweed;
- An update was sought in relation to energy generation in parks;
- The described action plan needed to have Key Performance Indicators included that could be monitored, reported and evaluated;
- The target should be for all staff working in the service to have undergone their carbon literacy training;
- All new contract arrangements relating to activities in parks should include clear guidance regarding single use plastics; and
- What was the approach to grass cutting in parks, noting the differences in expectations of residents in relation to this activity.

The Parks Lead stated that the statement within the report regarding the use of glyphosate-based treatments was correct. In response to the broader discussion that arose regarding the approach to the use of glyphosate-based treatments in settings other than parks, the Chair advised that a specific report on this subject, including all herbicides, would be scheduled for consideration in the new municipal year.

The Parks Lead stated that the standards set in parks would support engagement and influence behaviour change with partners and key stakeholders, such as allotments. She advised that all opportunities for engagement on the issue of climate change were explored and made reference to the work undertaken in partnership with the National Allotment Society.

The Director of Neighbourhood Delivery stated that Climate Change Action Plans were important for parks and related friends' groups. He stated that the implementation of these were important to lead by example and support wider behaviour change. The Chair commented that carbon literacy training should be extended to friends' groups and volunteers.

The Parks Lead advised that options for generating energy in parks had been explored, however they were not currently viable. She advised that alternative energy solutions were considered in any new developments in parks and all opportunities would be considered. She reiterated that climate change was considered in all decision making and the service worked closely with the Zero Carbon Team. She further acknowledged the comments regarding the need for metrics and Key Performance Indicators across all workstreams, adding that consideration would be given to this. In terms of governance arrangements, she described that this work was reported to the Parks Strategy Board and the Zero Carbon Coordination Board.

The Parks Lead advised that the ambition would be to have all staff carbon literacy trained and this would be progressed over time, adding that all new staff would automatically receive this as part of their induction to the service. She added that the

bespoke carbon literacy training had been well received by all staff who undertaken this.

The Parks Lead advised that contracts were reviewed to ensure they included arrangements to remove single use plastics, adding that innovative approaches were considered to other activities, such as alternative barrier tape to be used when events were held in parks.

The Parks Lead stated that a mapping exercise would be undertaken across all parks so that those areas that would be mowed could be clearly identified to manage residents' expectations.

The Executive Member for Vibrant Neighbourhoods stated that the Council's Parks Strategy would be refreshed to incorporate the work described. The Deputy Chief Executive and City Treasurer added that this would also be incorporated into the Council's Climate Change Action Plan.

Decision

To recommend that a report on the approach to the use herbicides across all areas of the council's activities, including the use of glyphosate-based treatments in Manchester be submitted for consideration in the new municipal year.

ECCSC/23/25 Bereavement Services - Approach to Environmental Sustainability

The Committee considered the report of the Strategic Director (Neighbourhoods) that provided an update on progress on the management of the delivery of cemetery and crematorium services, describing how the activities contributed to carbon reduction, biodiversity, and sustainability.

Key points and themes in the report included:

- Providing an introduction and background;
- Describing the strategy and approach, noting that each cemetery had a Friends Group who played a role in the management and maintenance of the cemeteries, bringing with them priorities led by local communities;
- Providing an update on the Cremator Replacement Project;
- Describing carbon reduction initiatives within the cemeteries;
- Describing biodiversity and sustainability initiatives within the cemeteries;
- An overview of the approach to community Involvement
- The approach to waste and recycling, noting that in 2023/24 there would be a full review of waste and recycling, including plastic waste used on floral tributes and flowers; and
- Next steps.

Some of the key points that arose from the Committee's discussions were:

- Noting the significant amount of work already delivered, consideration should be given to developing a specific Climate Change Action Plan for the service,

similar to that described in the Parks and Open Spaces report considered earlier on the agenda;

- What was being done to engage with private crematoriums in cemeteries;
- The need to consider how mourners accessed sites, noting the impact that a large amount of vehicles parking had in residential areas; and
- Noting that all discussions on this area of work needed to be handled sensitively.

The Executive Member for Vibrant Neighbourhoods paid tribute to Barrie Jones, Business Units Lead, Bereavement Services, Retail & Wholesale Markets, Pest Control who would be retiring soon.

The Strategic Lead, who was attending on behalf of the Business Units Lead stated that work was already underway to develop a service specific climate change action plan. She advised that progress of this activity would be reported to the Committee.

The Bereavement Services Manager stated that she would engage with private operators of crematoriums on the issue of environmental sustainability and she welcomed the support offered by local Members in these discussions. She further commented that she would also discuss this subject with local Funeral Directors. She invited all Members to visit the service and see the work that was being delivered. The Chair noted that the Committee would request an update report on this area of work in the new year and a visit would be arranged to coincide with consideration of the report.

Decision

To note the report and request that an update report be submitted for consideration in the new municipal year.

ECCSC/23/26 Zero Carbon Culture

The Committee considered the report of the Strategic Lead, Resources and Programmes that provided an overview of the progress that the Council's Culture Team had made in responding to the climate emergency, and how the team was working in partnership with the cultural sector to support Manchester's progress towards its 2038 zero carbon target.

Key points and themes in the report included:

- Providing an introduction and background to the subject area;
- Noting that the catalyst for change in the culture sector had been the ever-growing threat of the climate emergency, and the understanding that without action and a unified response, there would be irreversible damage done to the planet and our communities;
- Providing case studies;
- Noting that Manchester's Cultural Impact Survey for 2020/21 showed that a total of 427 employees across 28 cultural organisations had received training in Carbon Literacy from an accredited trainer, representing a 35% increase in

the number of organisations with trained employees when compared with 2019/20;

- Recognising the importance of volunteers and reporting that many organisations were now taking forward carbon literacy training for their volunteers;
- Describing that the cultural sector had come together to engage in collective action on climate change;
- Information on the Manchester Culture Awards, noting that since its conception in 2018, the awards had spotlighted sustainability with a “Promotion of Environmental Sustainability” award; and
- Describing the role and achievements of the Council’s Culture Team and zero carbon, including next steps.

Some of the key points that arose from the Committee’s discussions were:

- Welcoming the report and recognising the significant contribution the cultural sector in Manchester had, both in terms of a practical role and in a leadership capacity to address climate change;
- The importance of ‘story telling’ as a means of articulating progress and influencing wider behaviour change;
- Noting the positive example set by HOME;
- How these examples of good practice should be used to influence other sectors across the city;
- Welcoming carbon literacy training being made available to volunteers; and
- Noting the challenge presented by buildings in relation to carbon emissions.

The Director of Culture welcomed the many positive comments articulated by Members. He advised that the concept of ‘story telling’ was an important vehicle to engage with and influence behaviour change. He further commented that HOME did work with partners to promote this work and referred to the work with Transport for Greater Manchester on the issue of active travel to and from the site. The Deputy Chief Executive and City Treasurer acknowledged and paid tribute to the positive work HOME delivered with partners and local businesses in Manchester on the issue of climate change.

The Strategic Lead, Resources & Programmes stated that the report that had been considered by the Committee would be shared more widely with partners to showcase the good work described. He paid tribute to Julies Bicycle, a pioneering not-for-profit organisation, mobilising the arts and culture to take action on the climate and ecological crisis.

The Executive Member for Environment and Transport paid tribute to GMAST, a group that brought together the cultural and creative community across Greater Manchester to address the climate and ecological crisis.

The Statutory Deputy Leader stated that the cultural sector was leading on this agenda, even when a lot of the work was ‘invisible’. He further noted the opportunity for culture to serve as a catalyst to influence behaviour change in relation to climate change. He welcomed the support and many positive comments from the Committee.

Decision

To note the report and requested that an update report be submitted for consideration in the new municipal year.

ECCSC/23/27 Embedding a Zero-Carbon Workforce Culture

The Committee considered the report of the Assistant Chief Executive that provided information on the progress being made towards embedding a zero-carbon culture within the Council as part of the Carbon Literacy journey.

Key points and themes in the report included:

- Providing an introduction and background;
- Reporting progress against key actions identified; and
- Summary and next steps.

Some of the key points that arose from the Committee's discussions were:

- Welcoming the inclusion of data presented at a Directorate level;
- Noting the low levels of staff in some Directorates who had attended training to date;
- Recognising the challenge for certain staff to attend training, what was being done to support staff with busy and competing workloads; and
- Requesting an update on the number of elected Members who had completed the carbon literacy training.

The Strategic Head of Organisational Development & Transformation recognised that there were differences across Directorates in the levels of staff having undertaken their carbon literacy training. She described to address this, initiatives had been deployed to encourage and maximise attendance, these included delivering bespoke/service-specific training and staff being able to book training further in advance. She further commented that all new starters had carbon literacy training as part of the induction programme, and all staff transitioning into new roles would have their training records reviewed. She stated that there had also been a focus on the Senior Leadership Group, noting that as they realised the benefits of this training this would encourage staff in their respective teams to undertake the training if they had not already done so. She stated that a staff Zero Carbon Network had been established for staff and teams to discuss carbon reduction initiatives instigated following the training and to share good practice and offer support.

In terms of the number of Councillors who had completed their training, the Zero Carbon Workforce Development Manager reported that 96% of Councillors had completed the training, and the outstanding 3 Councillors would have completed this by the end of April 2023.

In concluding this item of business, the Chair recognised the significant amount of work undertaken by Councillor Foley in relation to carbon literacy training.

Decision

To note the report and request that an update report be submitted for consideration in the new municipal year.

ECCSC/23/28 Overview Report

The report of the Governance and Scrutiny Support Unit which contained key decisions within the Committee's remit and responses to previous recommendations was submitted for comment. Members were also invited to agree the Committee's future work programme.

The Chair noted that this was the last meeting of the municipal year. She stated that work was in progress to develop the work programme for May onwards and she welcomed suggestions from Members for any specific areas of interest that they would like included. She invited Members to email her and the Scrutiny Support Officer with these suggestions.

Decision

The Committee notes the report and agrees the work programme, noting the above comments.

Climate Change Ward Action Plans Task and Finish Group

Minutes of the meeting held on 23 March 2023

Present:

Councillor Wright – In the Chair

Apologies: Councillors Doswell and Shilton Godwin

Also present:

Councillor Igbon, Executive Member for Vibrant Neighbourhoods
 Councillor Rawlins, Executive Member for Environment and Transport
 Samantha Nicholson, Director, Manchester Climate Change Agency
 Jane Houldsworth, Deputy Director, Manchester Climate Change Agency
 Mike Franks, Climate Emergency Manchester

ECCSC/CCWAP/23/03

Decision

To approve the minutes of the meeting held on 23 February 2023 as a correct record.

ECCSC/CCWAP/23/04 Climate Change Action Ward Plans - Measuring Outcomes

The Task and Finish Group considered the report of the Head of Neighbourhoods and the Strategic Lead (Neighbourhoods South) which considered the options for reporting approaches that recorded the outcomes, impact, and activity of Climate Ward Action Plans.

Key points and themes in the report included:

- Providing an introduction and background;
- Consideration of the opportunities for the development of performance measures; and
- Other considerations.

The Chair reported that, while other Members of the Task and Finish Group had been unable to attend today's meeting, they had discussed their final recommendations ahead of the meeting and these were mainly reflected in the list of recommendations at the front of the report.

In response to a question from the Chair, it was confirmed that the next update from Neighbourhood Teams is due to go to the Environment and Climate Change Scrutiny Committee in December 2023. In response to a further question, the Head of Neighbourhoods advised that there was an opportunity to strengthen the plans following these Task and Finish Group meetings and that the strengthened plans would include a common set of metrics, for example, in relation to recycling but that officers would also be considering setting bespoke measures for specific plans. She advised that officers would be able to provide an update at the December Scrutiny

meeting in relation to this. The report will be presented alongside other related pieces of work including communications and carbon literacy. The Chair requested that when this report came to Scrutiny that it included some key performance indicators.

Referring to the recommendation in the report that “a consistent structure for all plans should be maintained with the addition of broader partner action and place-based initiatives section”, the Chair reported that it needed to be clear that these plans mainly provided targets for Council officers. She highlighted that, in a report submitted to the previous meeting, the action plan for Miles Platting and Newton Heath had included a separate section which was specific to that ward and reported that other Councillors would like similar in their ward and to have input into the content of this. She advised that this section and any aims within it could be agreed locally with Ward Councillors and residents and that these aims could be included in the action plan. The chair noted that for some measures, it would not be easy to include meaningful measures but recognised the ambition to make an impact should be recognised.

The Executive Member for Vibrant Neighbourhoods highlighted that there were only three Climate Change Officers so, while they would be undertaking work across all wards, it was important to be realistic about what they could do, and that Ward Councillors needed to be aware of this and understand their role. The Chair advised that the Task and Finish Group wanted to ensure that there was a clear understanding of the role of the Climate Change Officers. The Strategic Lead (Neighbourhoods South) reported that the Climate Change Officers acted as expert advisors and that a resource of best practice examples had been developed which was shared with all Neighbourhoods staff and that this resource would continue to be built on.

Climate Change Neighbourhood Officers commented on measures that could be adopted and recognised that whilst there would be some commonality across plans, there may also be some measures that are ward specific.

The Director of Manchester Climate Change Agency commented that, while in the longer term the aim was to track the impact of this work, in the shorter term it could be useful to track engagement as part of the process towards achieving outcomes. She warned that sometimes setting targets, particularly around engagement, could lead to activities which were not necessarily beneficial but tracking what was happening could help to identify gaps in some wards.

The Chair highlighted the importance of targets being achievable, but also recognised that there was also merit tracking appropriate data without setting a target. The Chair stated that it was the view of the Task and Finish Group Members that the ward action plans should be published; however, she advised that, if they were published, it would need to be made very clear what they were for and who they were aimed at and about the targets and aims included in the documents. She noted that they would be living documents which would change and that this also needed to be clear.

The Head of Neighbourhoods recognised the importance of being clear about the role and purpose of the action plans when they were published and reported that officers were looking at reviewing the templates to make this clear. She acknowledged the Chair's point about these being living documents, stating that the version that was published would be a snapshot in time and the published version would be updated on an annual basis. The Chair asked whether it was possible to update the published version more frequently. The Head of Neighbourhoods stated that this could be considered. The Chair noted that it would be useful to include a review of the year in the published information to demonstrate overall impact across the whole year.

The Neighbourhood Officer (Climate Change) reported that she and her colleagues had been supporting officers to update their ward action plans on a quarterly basis. In response to a question from the Chair, the Head of Neighbourhoods confirmed that the action plan for each ward should be being reviewed as part of the ward coordination process and would be included on the agenda for ward co-ordination meetings. The Chair recommended that the published version of the action plans be updated every 6 months, or at a minimum once a year.

The Executive Member for Environment and Transport advised that consideration should be given to the narrative around the published plans, including a call to action for people reading it. The Strategic Lead (Neighbourhoods South) supported this comment and the importance of consistent, repeated messaging in order to trigger behaviour change, as well as including practical actions which were meaningful to people in local areas and specific to where they lived.

The Chair reported that she and the other Members of the Task and Finish Group recommended that a session be arranged for Ward Councillors, and possibly for officers too, on the role of the Climate Change Officers as some Councillors were not clear on their role.

The Executive Member for Environment and Transport reported that, since the previous year, at least three sessions per year had been held for Ward Councillors to learn about the Council's zero carbon responsibilities and climate change action and that the role of Climate Change Officers could be included in that.

The Director of Manchester Climate Change Agency advised that her organisation had supported some of these briefings and could support the conversation including how the In Our Nature programme can support the Ward plans and Climate Change Officers. In response to a question from the Chair about In Our Nature, she outlined how this work linked into the ward plans and built on what was already in place, while bringing more people into the conversations, developing more projects which local residents could deliver and putting funding into the delivery of some of those projects. She reported that the projects delivered through In Our Nature would also have a focus on metrics and that the aim was to try to standardise some of these measures. She reported that part of this work would include creating a resource hub with case studies, 'how to' guides and other helpful information which other communities could use. She informed Members that as part of this work a ward-level carbon footprint would be developed for each ward which would be useful for groups and individuals in that ward to help see where their emissions impact was highest and what they

should tackle. She advised that this might be useful for tracking change over time but could not be used to demonstrate the impact from a particular piece of work.

The Executive Member for Vibrant Neighbourhoods reported that when officers planned for events, the environmental impact was taken into account and that a lot of good practice was already taking place.

The Deputy Director of Manchester Climate Change Agency reported that the In Our Nature programme was funded by the National Lottery Climate Action Fund and that the Fund was working with organisations funded to undertake similar types of work in relation to climate action and engagement to share learning on measuring impacts which Manchester would benefit from in future.

A member of Climate Emergency Manchester welcomed the actions being taken but expressed concern that there was not sufficient urgency to this work and highlighted work taking place in Newcastle to reach net zero on carbon emissions by 2030. The Chair stated that those involved recognised the urgency of the situation and were doing what they could do as well as using their influence to affect change.

Decisions

1. That a consistent structure for all plans should be maintained with the addition of broader partner action and place-based initiatives section.
2. That KPIs are further developed with specific time bound targets attached to each action in Ward CCAPs; However, the ward-specific section may include activities which it is not easy to provide a meaningful measure for but which local residents want to take place and that officers should not be held to account for achieving targets in relation to these.
3. That progress on the development of plans and the development of KPIs be reported into Environment and Climate Change Scrutiny Committee as part of the annual Neighbourhood Teams update. This will include progress on the delivery of the In Our Nature Programme. That when the action plans are submitted to the scrutiny committee later in the year, some KPIs should have already been incorporated into them.
4. That the ward action plans should be published, with clear information about what they are for and who they are aimed at, about the targets and aims included in the document and that they are living documents which will change. It is recommended that updated versions be published every 6 months or, at a minimum, annually. Consideration should also be given to including a review of the year.
5. To recommend that a session be arranged for Ward Councillors on the role of the Climate Change Officers, noting that this could be incorporated into existing briefing sessions.

ECCSC/CCWAP/23/05 Work Programme of the Task and Finish Group

The Task and Finish Group considered the terms of reference and future work programme and were invited to make any amendments.

The Chair stated that this would be the final meeting of the Task and Finish Group and that the Group's final report would be submitted to the next meeting of the Environment and Climate Change Scrutiny Committee.

Decision

That this will be the final meeting of the Task and Finish Group and that the Group's final report will be submitted to the next meeting of the Environment and Climate Change Scrutiny Committee.

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**Manchester City Council
Report for Resolution**

Report to: Environment, Climate Change and Neighbourhoods Scrutiny
Committee – 25 May 2023

Subject: Final Report and Recommendations of the Climate Change
Ward Action Plans Task and Finish Group

Report of: The Climate Change Ward Action Plans Task and Finish Group

Summary

This report presents the findings of the detailed investigation undertaken by the Climate Change Ward Action Plans Task and Finish Group.

Recommendations

To note the findings of the Task and Finish Group and endorse the recommendations as set out in section 8.0 of the report.

Wards Affected: All

Contact Officers:

Name: Lee Walker
Position: Governance and Scrutiny Support Officer
Telephone: 0161 234 3376
Email: lee.walker@manchester.gov.uk

Background documents (available for public inspection):

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

Copies of the reports and meeting minutes for this Task and Finish Group are available via the Council's website:

<https://democracy.manchester.gov.uk/ieListMeetings.aspx?CIId=387&Year=0>

1.0 Introduction

- 1.1 The Council declared a Climate Emergency in July 2019 which recognised the need for the Council, and the city as a whole, to do more to reduce CO2 emissions and mitigate the negative impacts of climate change. It also demonstrated the Council's commitment to be at the forefront of the global response to climate change and to lead by example. The Council had already adopted a science-based carbon budget for Manchester of 15 million tonnes of CO2 between 2018 and 2100 following analysis by the Tyndall Centre for Climate Change Research. This also committed the city to become zero carbon by 2038 at the latest.
- 1.2 The Council's Climate Change Action Plan (CCAP) 2020-25 was developed to ensure that all aspects of the Climate Emergency Declaration were converted into clear actions with tonnes of CO2 savings included where applicable. The Plan builds on over a decade of previous activity which has seen the Council's direct CO2 emissions reduce by 54.7% between 2009/10 and 2019/20.
- 1.3 There was a refresh of the CCAP at halfway through this 5-year period to show progress made to date, set out new milestones and include new actions which were clear and measurable. The refreshed Action Plan was designed to ensure the Council was remaining on track in reducing its own carbon emissions and importantly, leading by example, giving renewed focus on the City-wide actions that were needed.
- 1.4 The Refreshed Climate Change Action Plan 2020-2025 and Annual Report 2021-22 were reported to the 8 September 2022 meeting of the Environment and Climate Change Scrutiny Committee. (See minute reference ECCSC/22/30)
- 1.5 At their meeting of 10 November 2022, the Environment and Climate Change Scrutiny Committee considered a report titled 'Update on the Role of Neighbourhood Teams in developing local climate change activity and partnership working'. This report contained updated information in relation to ward level Climate Change Action Plans (CCAP). This activity was an action identified as part of Work Stream 5 'Influencing Behaviour and Being a Catalyst for Change' of the CCAP.
- 1.6 The report considered at the 10 November 2022 described:

'Key Performance Indicators have been identified in draft against each theme in ward level Climate Change Action Plans (see Appendix 1) so that we can track progress, and this is continuing to develop. Data will be collected and reported on an annual basis alongside qualitative descriptive information from conversations, consultations, focus groups and interviews. We will use this data as a baseline to develop the approach to document our learning going forward and will examine opportunities to commission evaluation at appropriate points in the delivery of the work. This will aim to assess what we have done, what we can do differently and what we can improve.'

- 1.7 Following consideration of this report the Members of the Environment and Climate Change Scrutiny Committee agreed to establish a Task and Finish Group to consider SMART (specific, measurable, assignable, realistic and time-related) actions and the general measuring and reporting of outcomes of this activity across all ward-level climate change action plans. (See minute reference ECCSC/22/43)
- 1.8 The Environment and Climate Change Scrutiny Committee subsequently agreed the Terms of Reference and Work Programme at their meeting of 12 January 2023. These are detailed at Appendix 1.

2.0 Membership

- 2.1 The membership of the Task and Finish Group was approved by the Environment and Climate Change Scrutiny Committee at their meeting of 12 January 2023 as Councillors Doswell, Shilton Godwin and Wright (Chair).

3.0 Objectives

- 3.1 The objectives and key lines of enquiry were agreed by the Environment and Climate Change Scrutiny Committee at their meeting of 12 January 2023. The full terms of reference are attached as an Appendix to this report. The agreed objectives were:

1. To clarify role and purpose of Ward climate change action plans.
2. To ensure that all Climate Change Ward Action Plans are consistent, specific, reflect the needs and priorities of each ward and demonstrate a golden thread to the Citywide Zero Carbon Action Plan (golden thread), that is consistent across all plans.
3. To identify SMART (specific, measurable, assignable, realistic and time-related) reporting criteria and Key Performance Indicators for Climate Change Ward Action Plans.
4. To consider any gaps, challenges and aspirations that will aid the continued development of Climate Change Ward Action Plans.

4.0 Key Lines of Enquiry

- 4.1 The Group agreed the following Key Lines of Enquiry to undertake their review:
1. Consider and review the methodology and approach taken to agreeing individual Climate Change Ward Action Plans.
 2. Consider the options and approach taken to establishing SMART (specific, measurable, assignable, realistic and time-related) reporting of the outcomes of Climate Change Ward Action Plans. This will include consideration of best practice and challenges.

5.0 Evidence Gathering Process

5.1 The Group held two meetings to consider evidence. The full detail of what the Group considered at each meeting can be found in the work programme, attached as Appendix 2 to this report.

6.0 Formal Meetings and Themes

6.1 Meeting 1 - Thursday 23 February 2023

6.1.1 Theme: Climate Change Action Ward Plans - Introduction

At this meeting the Task and Finish Group considered the report of the Head of Neighbourhoods and the Strategic Lead Neighbourhoods South that provided an introduction to Climate Change Action Ward Plans.

The key points and themes in the report included:

- Describing the current rationale and purpose of Ward level Climate Change Action Plans;
- The framework on which these plans were produced;
- The role of Climate Change Officers within Neighbourhood Teams; and
- Providing examples of ward level CCAPs from each neighbourhood team.

6.2 Meeting 2 - Thursday 23 March 2023

6.2.1 Theme: Climate Change Action Ward Plans – Measuring Outcomes

At this meeting the Task and Finish Group considered the report of the Head of Neighbourhoods and the Strategic Lead Neighbourhoods South that provided the options for reporting approaches that recorded the outcomes, impact, and activity of Climate Ward Action Plans.

Key points and themes in the report included:

- Providing an introduction and background;
- Consideration of the opportunities for the development of performance measures; and
- Other considerations.

7.0 Agreement of Final Report and Recommendations

7.1 The Task and Finish Group were invited to consider the final report that presented the findings of the investigation undertaken by the Group. The report had been circulated electronically to all Members, who were invited to consider the content of the report and the recommendations.

7.2 The final report, which would contain any amendments agreed by the Group would then be submitted to the next scheduled meeting of the Environment, Climate Change and Neighbourhoods Scrutiny Committee (formerly the

Environment and Climate Change Scrutiny Committee – see minutes of the Constitutional and Nomination Committee, 17 May 2023). The Environment, Climate Change and Neighbourhoods Scrutiny Committee would be asked to endorse the recommendations contained within section 8.0 of this report.

8.0 Conclusions and Recommendations

- 8.1 Following careful consideration of all of the evidence presented throughout the course of this investigation the Climate Change Ward Action Plans Task and Finish Group agreed the following recommendations:

Recommendation 1

That a consistent structure for all plans should be maintained with the addition of broader partner action and place-based initiatives section.

Recommendation 2

That KPIs (Key Performance Indicators) are further developed with specific time bound targets attached to each action in Ward CCAPs; however, the ward-specific section may include activities which it is not easy to provide a meaningful measure for, but which local residents want to take place and that officers should not be held to account for achieving targets in relation to these.

Recommendation 3

That progress on the development of plans and the development of KPIs be reported to the Environment, Climate Change and Neighbourhoods Scrutiny Committee as part of the annual Neighbourhood Teams update. This will include progress on the delivery of the In Our Nature Programme. That when the action plans are submitted to the scrutiny committee later in the year, some KPIs should have already been incorporated into them.

Recommendation 4

That the ward action plans should be published, with clear information about what they are for and who they are aimed at, about the targets and aims included in the document and that they are living documents which will change. It is recommended that updated versions be published every 6 months or, at a minimum, annually. Consideration should also be given to including a review of the year.

Recommendation 5

To recommend that a session be arranged for Ward Councillors on the role of the Climate Change Officers, noting that this could be incorporated into existing briefing sessions.

9.0 Acknowledgements

- 9.1 The Climate Change Ward Action Plans Task and Finish Group would like to thank the following people for their advice and support during this investigation:

Councillor Tracey Rawlins, Executive Member for Environment and Transport

Councillor Lee-Ann Igbon, Executive Member for Vibrant Neighbourhoods

All Councillors who responded to the questionnaire

Shefali Kapoor, Head of Neighbourhoods

Anne Taylor, Strategic Lead, Neighbourhoods

Jane Dudley, Neighbourhood Manager, Central Neighbourhoods

Ellis Odjida, Senior Analyst - Shared Intelligence, Performance and Insight

Samantha Nicholson, Director, Manchester Climate Change Agency

Jane Houldsworth, Deputy Director, Manchester Climate Change Agency

Lorna Herbert, Neighbourhood Officer – Climate Change

Tudor Baker, Neighbourhood Officer – Climate Change

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Title	Climate Change Ward Action Plans Task and Finish Group
Membership	Councillors Wright (Chair), Doswell and Shilton Godwin
Lead Executive Members	Councillor Igbon, Executive Member for Vibrant Neighbourhoods Councillor Rawlins, Executive Member for Environment and Transport
Strategic Directors	Carol Culley, Deputy Chief Executive and City Treasurer
Lead Officers	Shefali Kapoor, Head of Neighbourhoods
Contact officer	Lee Walker, Scrutiny Support Officer
Objectives	<p>1. To clarify role and purpose of Ward climate change action plans.</p> <p>2. To ensure that all Climate Change Ward Action Plans are consistent, specific, reflect the needs and priorities of each ward and demonstrate a golden thread to the Citywide Zero Carbon Action Plan (golden thread), that is consistent across all plans.</p> <p>3. To identify SMART (specific, measurable, assignable, realistic and time-related) reporting criteria and Key Performance Indicators for Climate Change Ward Action Plans.</p> <p>4. To consider any gaps, challenges and aspirations that will aid the continued development of Climate Change Ward Action Plans.</p>
Key Lines of Enquiry	<p>1. Consider and review the methodology and approach taken to agreeing individual Climate Change Ward Action Plans.</p> <p>2. Consider the options and approach taken to establishing SMART reporting of the outcomes of Climate Change Ward Action Plans. This will include consideration of best practice and challenges.</p>
Operation	This Subgroup will report its findings to the Environment and Climate Change Scrutiny Committee by submitting minutes to the Committee. The Committee will be asked to endorse any recommendations from the Subgroup.
Access to Information	<p>Meetings of the Subgroup will be open to members of the media and public except where information that is confidential or exempt from publication is being considered.</p> <p>Papers for the Subgroup will be made available to members of the media and public on the Council's website and Central Library except where information which is confidential or exempt from publication is being considered.</p>
Schedule of Meetings	23 February 2023 and 23 March 2023
Commissioned	10 November 2022

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**Environment and Climate Change Scrutiny Committee Climate Change Ward Action Plans Subgroup
Work Programme – 2023**

Meeting 1: Thursday 23 February 2023 Council Antechamber at 2pm				
Deadline for reports: Monday 13 February 2023				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Climate Change Action Ward Plans - Introduction	To receive a report that describes the rationale and purpose of Climate Change Action Ward Plans; the framework on which these are produced and the role of Climate Change Officers within Neighbourhood Teams. This will include two examples from each neighbourhood team.	Councillor Rawlins Councillor Igbon	Shefali Kapoor	
Terms of Reference and Work Programme	To review and agree the Subgroup's terms of reference and work programme and consider any changes or additions that are necessary.		Lee Walker	

Meeting 2: Thursday 23 March 2023 Council Antechamber at 2pm				
Deadline for reports: Monday 13 March 2023				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Climate Change Action Ward Plans – Measuring Outcomes	To receive a report that considers the options and approach taken to establishing SMART reporting of the outcomes of Climate Change Ward Action Plans. This will include consideration of best practice and challenges.	Councillor Rawlins Councillor Igbon	Shefali Kapoor	
Terms of Reference and Work Programme	To review and agree the Subgroup's terms of reference and work programme and consider any changes or additions that are necessary.		Lee Walker	

**Manchester City Council
Report for Information**

Report to: Environment, Climate Change and Neighbourhoods Scrutiny
Committee – 25 May 2023

Subject: Overview Report

Report of: Governance and Scrutiny Support Unit

Summary

This report provides the following information:

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

Recommendation

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

Wards Affected: All

Contact Officers:

Name: Lee Walker
Position: Governance and Scrutiny Support Officer
Telephone: 0161 234 3376
Email: lee.walker@manchester.gov.uk

Background documents (available for public inspection): None

1. Monitoring Previous Recommendations

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

Date	Item	Recommendation	Response	Contact Officer
9 March 2023	ECCSC/23/22 Housing Retrofit	The Committee recommend that the Chair write to the Secretary of State for Energy Security and Net Zero. The purpose being to invite him to meet with the Committee to discuss the proposals for Manchester to decarbonise the city's housing stock, recognising the importance of this to address climate change and support residents during the cost-of-living crisis.	A letter of invitation was sent via email 10 March 2023. A reply was received 29 March 2023 from the Secretary of State's Office declining this invitation.	Lee Walker Scrutiny Support Officer

2. Key Decisions

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

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

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

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

An extract of the most recent Register of Key Decisions, published on **15 May 2023**, containing details of the decisions under the Committee's remit is included overleaf. This is to keep members informed of what decisions are being taken and to agree, whether to include in the work programme of the Committee.

There are no Key Decisions currently listed within the remit of this Committee.

**Environment, Climate Change and Neighbourhoods Scrutiny Committee
Work Programme – May 2023**

Thursday 25 May 2023, 2pm (Report deadline Monday 15 May 2023)

Item	Purpose	Lead Executive Member	Lead Officer	Comments
Manchester Climate Change Framework 2022 Update Progress Update	To receive an update on the implementation of the Manchester Climate Change Framework 2022 Update which was approved in September 2022.	Cllr Rawlins	Samantha Nicholson	
Carbon Reduction Procurement	To receive an update on the steps being taken on the Council's procurement to support carbon reduction.	Cllr Rawlins	Peter Schofield Mark Lever	
Consumption Based Emissions (including food)	To receive a report on the Council's consumption based emissions (Scope 3) and what action is being taken to reduce these. Scope 3 encompasses emissions that are not produced by the company itself, and not the result of activities from assets owned or controlled by them, but by those that it's indirectly responsible for, up and down its value chain.	Cllr Rawlins	Peter Schofield Mark Lever	
Final Report and Recommendations of the Climate Change Ward Action Plans Task and Finish Group	The Committee will receive the final report and recommendations of the Climate Change Ward Action Plans Task and Finish Group.	-	Lee Walker	
Overview Report	This is a monthly report, which includes the recommendations monitor, relevant key decisions, the	-	Lee Walker	

	Committee's work programme and any items for information.			
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Thursday 22 June 2023, 2pm (Report deadline Monday 12 June 2023)

Item	Purpose	Lead Executive Member	Lead Officer	Comments
Climate Change Action Plan Annual Work Programme	To receive the Manchester City Council Climate Change Action Plan Annual Work Programme for 2023/24.	Cllr Rawlins	Mark Duncan Sarah Henshall Gina Twigg	
Staff Business Travel and Active Travel Policy	To receive a report that provides information on staff active travel and the policy in relation to staff business travel.	Cllr Rawlins	Lauren Harwood	
Overview Report	This is a monthly report, which includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.	-	Lee Walker	

Thursday 20 July 2023, 2pm (Report deadline Monday 10 July 2023)

Item	Purpose	Lead Executive Member	Lead Officer	Comments
MCC Climate Change Action Plan – Quarter 1 Update Report	To receive and comment upon the MCC Climate Change Action Plan quarterly update report. The Committee have requested specific information in relation to the communications strategy with	Cllr Rawlins	Mark Duncan Sarah Henshall Gina Twigg	

	residents, businesses and other key stakeholders.			
Local Area Energy Plan	To receive and comment upon the Manchester Local Area Energy Plan and progress made.	Cllr Rawlins	Becca Heron Phil Havenhand	
Integrated Water Management	The scope of this report is to be confirmed.	Cllr Rawlins	TBC	
Biodiversity Strategy	To provide an update on delivery of the Biodiversity Strategy including information on the findings of the open space audit.		Julie Roscoe Ducan McCorquodale	
Overview Report	This is a monthly report, which includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.	-	Lee Walker	

Thursday 7 September 2023, 2pm (Report deadline Friday 25 August 2023)

Item	Purpose	Lead Executive Member	Lead Officer	Comments
MCC Climate Change Action Plan 2022/23 Annual Report	To receive and comment upon the MCC Climate Change Action Plan 2022/23 Annual Report.	Cllr Rawlins	Mark Duncan Sarah Henshall Gina Twigg	
Housing Retrofit	This report will provide an update on the progress made since March 2023, describing the key achievements and planned activity in housing retrofit. This report will also incorporate an update on the Green Skills agenda.	Cllr White Cllr Hacking	David Lynch Martin Oldfield	Invitation to the Chair of the Economy Scrutiny Committee
Street Cleansing	To receive a report that considers the approach to	Cllr Igbon	Heather	

Update	street and pavement cleansing (i.e. litter and leaf fall) and an update on campaigns with Keep Britain Tidy. This will also include specific information on the approach to the cleansing of cycle lanes.		Coates Kevin Gilham	
Overview Report	This is a monthly report, which includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.	-	Lee Walker	

Thursday 12 October 2023, 2pm (Report deadline Monday 2 October 2023)

Item	Purpose	Lead Executive Member	Lead Officer	Comments
Manchester Climate Change Agency/ Partnership 2022/23 Annual Report	To receive and comment upon the Manchester Climate Change Agency 2022/23 Annual report.	Cllr Rawlins	Samantha Nicholson	
MCC Climate Change Action Plan – Quarter 2 Update Report	To receive and comment upon the MCC Climate Change Action Plan quarterly update report.	Cllr Rawlins	Mark Duncan Sarah Henshall Gina Twigg	
Single Use Plastics	To receive and comment upon progress made on the Single Use Plastics work programme.	Cllr Rawlins	Peter Schofield Helen Harland	
A Cleaner, Greener Manchester	This report provides an update on progress in delivering waste, recycling, and street cleansing services, including the impact of the additional £1m	Cllr Igbon	Heather Coates	

	<p>budget.</p> <p>The Committee have specifically requested information in relation to the management and disposal of commercial waste and management of alleyways behind commercial properties where there are domestic dwellings above.</p> <p>Planning for the additional waste generated over the Christmas period (including information on Christmas trees and household waste recycling centres).</p> <p>An update on the engagement work to reduce fly tipping.</p>			
Overview Report	This is a monthly report, which includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.	-	Lee Walker	

Thursday 9 November 2023, 2pm (Report deadline Monday 30 October 2023)

Item	Purpose	Lead Executive Member	Lead Officer	Comments
Budget Proposals	In line with the Council budget planning process, to receive a report on the initial budget proposals for 2024/25.	Cllr Rawlins Cllr Igbon	Neil Fairlamb Carol Culley Paul Hindle	
Manchester Active Travel Strategy and Investment Plan (MATSIP)	To receive an update in the Manchester Active Travel Strategy and Investment Plan (MATSIP).	Cllr Rawlins	Becca Heron	

Vision Zero	To receive an update that describes Vision Zero and how this will be delivered. Vision Zero is a strategy to eliminate all traffic fatalities and severe injuries, while increasing safe, healthy, equitable mobility for all.	Cllr Rawlins	Phil Havenhand	
Planning Policy, Construction and Climate Change	To receive a report that considers how planning policy contributes to addressing climate change, with specific consideration of the emissions associated with the construction phase. This will include an update on the Local Plan and climate related issues.	Cllr White	Julie Roscoe	
Overview Report	This is a monthly report, which includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.	-	Lee Walker	

Thursday 7 December 2023, 2pm (Report deadline Monday 27 November 2023)

Item	Purpose	Lead Executive Member	Lead Officer	Comments
In Our Nature Progress Update	Update on the delivery of the £3.5m In Our Nature project.	Cllr Rawlins	Samantha Nicholson Shefali Kapoor	
Neighbourhood Teams Engagement with Residents	Update on the role of Neighbourhood Teams in engaging Manchester residents on Climate Change.	Cllr Igbon	Shefali Kapoor	
Climate Change Communications	Update on the Council's Communications Campaign.	Cllr Rawlins	Alun Ireland	

Embedding Carbon Literacy within the Council	To receive a progress report on the progress being made towards embedding a zero-carbon culture within the Council.	Cllr Rawlins	Suzanne Grimshaw	
Overview Report	This is a monthly report, which includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.	-	Lee Walker	

Thursday 11 January 2024, 2pm (Report deadline Friday 29 December 2023)

Item	Purpose	Lead Executive Member	Lead Officer	Comments
Manchester Airport and Aviation Emissions	To receive a report that discusses the steps taken to reduce emissions that result from the aviation industry.	Cllr Rawlins	David Houliston	
MCC Climate Change Action Plan – Quarter 3 Update Report	To receive and comment upon the MCC Climate Change Action Plan quarterly update report.	Cllr Rawlins	Mark Duncan Sarah Henshall Gina Twigg	
Overview Report	This is a monthly report, which includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.	-	Lee Walker	

Thursday 8 February 2024, 2pm (Report deadline Monday 29 January 2024)

Item	Purpose	Lead Executive Member	Lead Officer	Comments
Budget Proposals	To receive the final set of budget proposals that fall within the remit of the Committee prior to the Executive and Council.	Cllr Rawlins Cllr Igbon	Neil Fairlamb Carol Culley Paul Hindle	
Zero Carbon Culture	To receive a report that describes the progress the Council's Culture Team has made in responding to the climate emergency, and how the team is working in partnership with the cultural sector to support Manchester's progress towards its 2038 zero carbon target.	Cllr Rahman	Mark Duncan Sarah Elderkin	Invitation to the Chair of the Communities and Equalities Scrutiny Committee
Parks and Open Spaces – Parks Climate Change Action Plan	To receive an update on the delivery of Manchester's Parks Climate Change Action Plan. Information has been requested on allotments be included.	Cllr Igbon	Kylie Ward	
Bereavement Services – Approach to Environmental Sustainability	To receive an update on Bereavement Services and the approach to environmental sustainability.	Cllr Igbon	Heather Coates	
Overview Report	This is a monthly report, which includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.	-	Lee Walker	

Thursday 7 March 2024, 2pm (Report deadline Monday 26 February 2024)

Item	Purpose	Lead Executive Member	Lead Officer	Comments
Green and Blue Infrastructure	Manchester Green and Blue Strategy and Implementation Plan, including annual update and a report on the Tree Action Plan.	Cllr Rawlins	Julie Roscoe	
Sustainable Food	Update on the Council's sustainable food policy and citywide action including relevant work of the Manchester Food Board.	Cllr Rawlins	David Houliston	
Housing Retrofit	This report will provide an update on the progress made since September 2023, describing the key achievements and planned activity in housing retrofit. This report will also incorporate an update on the Green Skills agenda.	Cllr White Cllr Hacking	David Lynch Martin Oldfield	Invitation to the Chair of the Economy Scrutiny Committee
Overview Report	This is a monthly report, which includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.	-	Lee Walker	

Items to be scheduled

Item	Purpose	Lead Executive Member	Lead Officer	Comments
The Approach To The Use Of Herbicides	To receive a report that discusses the approach to the use of herbicides (including glyphosate based treatments) in the city.	Cllr Igbon Cllr Rawlins	Neil Fairlamb	An item for information will be included in the November 2023

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