



Joanne Roney OBE
Chief Executive
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PO Box 532, Town Hall
Extension, Manchester
M60 2LA

Tuesday, 21 January 2020

Dear Councillor / Honorary Alderman,

Meeting of the Council – Wednesday, 29th January, 2020

You are summoned to attend a meeting of the Council which will be held at 10.00 am on Wednesday, 29th January, 2020, in The Council Chamber, Level 2, Town Hall Extension.

1. The Lord Mayor's Announcements and Special Business

2. Interests

3. Minutes

7 - 20

To agree as a correct record the minutes of the meeting held on 27 November 2019.

4. Notice of Motion: Fireworks

This Council notes:

Fireworks are used by people throughout the year to mark different events. While they can bring much enjoyment to some people, they can cause significant problems and fear for other people and animals.

This Council resolves:

- to seek to require all public firework displays within the local authority boundaries to be advertised in advance of the event, allowing residents to take precautions for their animals and vulnerable people
- to request that the City Solicitor investigate powers available to do so and report options back to Council at a future meeting
- to ask the Chief Executive to write to the relevant Secretary of State urging them to introduce legislation to limit the maximum noise level of fireworks to 90dB for those sold to the public for private displays
- to recommend to the Executive a public awareness campaign about the impact of fireworks on animal welfare and vulnerable people – including the precautions that can be taken to mitigate risks
- to encourage local suppliers of fireworks to stock 'quieter'

fireworks for public display

Proposed by Councillor Stanton, Seconded by Councillor A Simcock and also signed by Councillors H Priest, Rawlins, Lovecy and Reid.

5. Notice of Motion: No Idling Zones

This Council Notes:

1. Poor air quality is the largest environmental risk to public health in the UK with air pollution estimated to contribute to the equivalent of 181 deaths in Manchester every year.
2. Manchester is fully committed to improving the air we all breathe as quickly as possible and fully committed to taking action against catastrophic climate change
3. In accordance to the ministerial direction Manchester City Council has developed and submitted collectively with the other 9 Greater Manchester local authorities and the GMCA, coordinated by TfGM and in line with government direction and guidance, proposals for a Greater Manchester wide Clean Air Zone in April 2019. The proposal includes a comprehensive package of measures to tackle poor air quality in the city, together with a multi-million clean air fund package to support people and local businesses to upgrade to a cleaner vehicle in order to support tackle poor air quality at the 'shortest possible time'.
4. Government has yet to commit to Greater Manchester's proposals for clean vehicle funds and implementation of the Clean Air Zone is some years away.

This Council resolves to:

1. Ask the Executive to consult with schools to look to Introduce enforceable "no vehicle idling" zones outside every school in the city with the intention of having at least four pilot zones in place by spring 2020.
2. Ask the Executive and Health and Wellbeing Board to work with our NHS partners and other care providers, to look at extending "no vehicle idling" zones outside medical buildings, in hospital pick-up areas, and outside care homes.
3. To ask the Executive to consider how best to pilot, before spring 2020, the use of enforcement powers available to local authorities to tackle drivers who leave their engines running while stationary
4. Call on the government to take urgent action to launch a public consultation on proposals to impose tougher penalties on idling drivers and
5. Call on the government to respond as a matter of urgency to GMCA's Clean Air plan proposals for clean vehicle funds and clarify the legal criteria which Greater Manchester's Clean air Plan will be assessed.

Proposed by Councillor Razaq, Seconded by Councillor Riasat and also signed by Councillors Watson, Flanagan and Karney.

6. Proceedings of the Executive

21 - 30

To submit the minutes of the Executive held on 11 December 2019 and 15 January 2020 (to follow) and in particular to consider:

Exe/19/105 Capital Programme Update

To recommend that the Council approve the following change to Manchester City Council's capital programme:

(a) Public Sector Housing – Northwards – Harpurhey 200 Estate Internal Works. A capital budget virement of £0.936m is requested, funded by a transfer from Northwards Housing Programme budget.

Exe/20/006 Capital Programme Update

To recommend that the Council approve the following changes to Manchester City Council's capital programme:

a) Children's Services – Special educational needs and disability (SEND) Expansions. A capital virement of £0.866m is requested from Education Basic Need Unallocated, funded by Government Grant.

b) Neighbourhoods – Abraham Moss Leisure Centre. A capital budget increase of £7.249m in 2021/22 is requested funded by borrowing, and revenue budget increase of £0.210m, funded by Capital Fund.

c) Children's Services – Acquisition of Land at Hyde Road. A capital budget increase of £13.169m is requested, initially funded by borrowing.

7. Questions to Executive Members under Procedural Rule 23

To receive answers to any questions that councillors have raised in accordance with Procedural Rule 23.

8. Scrutiny Committees

31 - 112

To note the minutes of the following committees:

Resources and Governance - 3 December 2019 and 7 January 2020

Health - 3 December 2019 and 7 January 2020

Children and Young People - 4 December and 8 January 2020

Neighbourhoods and Environment - 4 December and 8 January 2020

Economy - 5 December 2019 and 9 January 2020

Communities and Equalities - 5 December 2019 and 9 January 2020 (to follow)

- 9. Proceedings of Committees** 113 - 144
To submit for approval the minutes of the following meetings and consider recommendations made by the committee:
- Audit Committee - 10 December 2019 and 14 January 2020 (to follow) and in particular to consider:
- 19/64 Draft Code of Corporate Governance**
To recommend to Council that the revised Code be incorporated in to the Council's Constitution.
- Licensing and Appeals - 2 December 2019 and 20 January 2020 (to follow)
Licensing Committee - 20 January 2020 (to follow)
Personnel Committee - 5 December 2019 and 19 December 2019
Planning and Highways - 14 November 2019 and 19 December 2019
Standards Committee - 16 January 2020 (to follow)
Health and Wellbeing Board - 22 January 2020 (to follow)
Constitutional and Nomination - 29 January 2020 (to be tabled)
- 10. Code of Corporate Governance** 145 - 172
The report of the Deputy Chief Executive and City Treasurer is enclosed.
- 11. Key Decisions Report** 173 - 176
The report of the City Solicitor is enclosed.

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.

Seven 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:-

Hitchen, Abdullatif, Akbar, Ahmed Ali, Azra Ali, Nasrin Ali, Sameem Ali, Shaukat Ali, Alijah, Andrews, Appleby, Battle, Bridges, Butt, Chambers, Chohan (Chair), Clay, Collins, Cooley, Craig, Curley, M Dar, Y Dar, Davies, Doswell, Douglas, Evans, Farrell, Flanagan, Green, Grimshaw, Hacking, Hassan, Hewitson, Holt, Hughes, Igbon, Ilyas, Jeavons, Johns, S Judge, T Judge (Deputy Chair), Kamal, Karney, Kilpatrick, Kirkpatrick, Lanchbury, Leech, Leese, J Lovecy, Ludford, Lynch, Lyons, McHale, Midgley, Madeleine Monaghan, Mary Monaghan, Moore, N Murphy, S Murphy, Newman, Noor, O'Neil, Ollerhead, B Priest, H Priest, Rahman, Raikes, Rawlins, Rawson, Razaq, Reeves, Reid, Riasat, Richards, Rowles, Russell, Sadler, M Sharif Mahamed, Sheikh, Shilton Godwin, A Simcock, K Simcock, Stanton, Stogia, Stone, Strong, Taylor, Watson, Wheeler, Whiston, White, Wills, Wilson and Wright

Honorary Aldermen of the City of Manchester –

Hugh Barrett, Gordon Conquest, 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 Committee Officer:

Donald Connolly
Tel: 0161 234 3034
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This agenda was issued on **Tuesday, 21 January 2020** by the Governance and Scrutiny Support Unit, Manchester City Council, Level 3, Town Hall Extension (Lloyd Street Elevation), Manchester M60 2LA

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Council

Minutes of the meeting held on Wednesday, 27 November 2019

Present:

The Right Worshipful, the Lord Mayor Councillor Chohan - in the Chair

Councillors:

Akbar, Ahmed Ali, Azra, Ali N, Ali, Shaukat Ali, Alijah, Andrews, Appleby, Bridges, Butt, Chambers, Clay, Craig, Curley, M Dar, Y Dar, Davies, Doswell, Douglas, Evans, Farrell, Flanagan, Green, Grimshaw, Hacking, Hassan, Hewitson, Hitchen, Holt, Hughes, Igbon, Ilyas, Jeavons, Johns, S Judge, Kamal, Karney, Kilpatrick, Kirkpatrick, Lanchbury, Leech, Leese, Lovecy, Lynch, Lyons, Ludford, McHale, Midgley, Madeleine Monaghan, Mary Monaghan, N. Murphy, S Mrphy, Newman, Noor, Ollerhead, O'Neil, B Priest, Rahman, Raikes, Rawlins, Rawson, Razaq, Reeves, Reid, Riasat, Rowles, Russell, Sadler, Sharif Mahamed, Sheikh, Shilton-Godwin, A Simcock, K Simcock, Stanton Stogia, Stone, Taylor, Watson, White, Whiston, Wills, Wilson and Wright

Honorary Alderman of the City of Manchester –

Mrs Nilofar Siddiqi

CC/19/77 Lord Mayor's Special Business – Death of Former Councillor John Smith

The Lord Mayor invited those present at the meeting to observe a minute's silence in memory of Honorary Alderman, former Lord Mayor's Consort and former Councillor, Mr John Smith. Former Councillor Smith was elected in 1971 to serve the Newton Heath Ward as well as representing Bradford Ward for seven years before retiring in 2007. He also served as Lord Mayor for 2001-2002.

CC/19/78 Lord Mayor's Special Business – Chief Executive's Pride in the City Awards

The Lord Mayor invited the finalists for the Chief Executive's Pride in the City Award in recognition of their individual achievements and the difference they have made to the lives of the people who live and work within Manchester.

The Mayor welcomed the finalists:

Dave Roscoe – Growth and Development
Heather Coates – Neighbourhoods
Mike Galway – Adult Social Care
Paul Hindle – Corporate Core
Jane Slinger – Children's Services
Emma Burnett – Corporate Core

The Lord Mayor announced Emma Burnett as winner of the 2019 Pride in the City Award. The Chief Executive presented the award.

CC/19/79 Lord Mayor's Special Business – Proceeds of the Three Peaks Challenge

The Lord Mayor invited Councillor Ollerhead to speak to thank those who had taken part in the Three Peaks Challenge in July 2019 and recognised the hard work of the members of the support team involved in the event. Councillor Ollerhead presented a cheque for £25,939.88 that had been raised from the event to Gerard Carter representing "We Love Manchester" Charity and Stephanie Moore representing "Big Change Manchester" Charity.

CC/19/80 Lord Mayor's Special Business – Living Wage Foundation

The Lord Mayor was presented with the Living Wage Foundation Accreditation Plaque on behalf of the Council by Councillors Ollerhead, Craig and S Murphy.

CC/19/81 Lord Mayor's Special Business – Presentation on Social Value

The Lord Mayor invited Pete Bradshaw (Head of Sustainability - Manchester City Football Club), Mike Green (City in the Community) and Angela Harrington (Head of Work and Skills - Manchester City Council) to give a presentation on Social Value.

CC/19/82 Minutes

The Minutes of the ordinary meeting and of the special meeting held on 2 October 2019 were approved as a correct record and signed by the Chair.

CC/19/83 Notice of Motion – Christmas Markets in Albert Square

Motion proposed and seconded:

Council notes that this year marks the twentieth year of the Christmas Markets in Albert Square, during which time Manchester has seen many changes.

Council looks forward to their continued success, and to their return to Albert Square when the works on Our Town Hall are completed in 2024.

Amendment made and seconded

A copy of the amendment was circulated as follows.

To insert the after:

Council notes that this year marks the twentieth year of the Christmas markets in Albert Square, during which time Manchester has seen many changes.

The following:

Council will recall that this period began under a Labour Government which invested in public services, got people back into work and lifted 600,000 children out of poverty. It ended, after ten years of Tory austerity, with a real-terms cut in funding for local Councils of 77% leading to savage cuts to services for those who most need them.

Council will recall Labour Governments delivering real improvements for people and is invited to contrast this with the misery heaped on our communities by the Tories since 2010. In particular Council notes that:

Labour recruited an extra 14,000 more police officers in England and Wales leading to a 32% reduction in crime whereas the Tories scrapped 21,000 police officers and are now presiding over the fastest rising crime rate in a decade;

Labour's New Deal programme helped 1.8 million people back into work and cut long term youth unemployment cut by 75% whereas Tory benefit cuts and the introduction of Universal Credit affecting families in and out of work, have led to an increase in family poverty and a massive increase in reliance on food banks with 10 Million households estimated to have experienced a loss of income in real terms;

The Labour Government doubled school funding per pupil and implemented the £55 billion 'Building Schools for the Future' programme to modernise every secondary school in the UK compared to the Tories record of trebling of University tuition fees and scrapping Education Maintenance Allowance;

Labour invested in housing and brought over a million social homes up to standard while the Tories have overseen a national housing crisis with twice as many people sleeping rough than in 2010 and more than 120,000 children without a permanent home.

Resolution

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

(The City Solicitor advised Council that the second amendment circulated was not relevant to the original motion submitted and therefore, could not be considered.)

Decision

Council notes that this year marks the twentieth year of the Christmas markets in Albert Square, during which time Manchester has seen many changes.

Council will recall that this period began under a Labour Government which invested in public services, got people back into work and lifted 600,000 children out of poverty. It ended, after ten years of Tory austerity, with a real-terms cut in funding for local Councils of 77% leading to savage cuts to services for those who most need them.

Council will recall Labour Governments delivering real improvements for people and is invited to contrast this with the misery heaped on our communities by the Tories since 2010. In particular Council notes that:

Labour recruited an extra 14,000 more police officers in England and Wales leading to a 32% reduction in crime whereas the Tories scrapped 21,000 police officers and are now presiding over the fastest rising crime rate in a decade; Labour's New Deal programme helped 1.8 million people back into work and cut long term youth unemployment cut by 75% whereas Tory benefit cuts and the introduction of Universal Credit affecting families in and out of work, have led to an increase in family poverty and a massive increase in reliance on food banks with 10 Million households estimated to have experienced a loss of income in real terms;

The Labour Government doubled school funding per pupil and implemented the £55 billion 'Building Schools for the Future' programme to modernise every secondary school in the UK compared to the Tories record of trebling of University tuition fees and scrapping Education Maintenance Allowance;

Labour invested in housing and brought over a million social homes up to standard while the Tories have overseen a national housing crisis with twice as many people sleeping rough than in 2010 and more than 120,000 children without a permanent home.

Council looks forward to their continued success, and to their return to Albert Square when the works on Our Town Hall are completed in 2024.

CC/19/84 Proceedings of the Executive

The proceedings of the Executive on 16 October and 13 November 2019 were submitted. The Council was asked to give particular consideration to the following recommendations:

Exe/19/85 Revenue Budget Monitoring 2019/20

To recommend that the Council approve the proposed virements over £0.5m in paragraph as set out in the minutes.

Exe/19/97 Capital Programme Update

To recommend that the Council approve the following two changes to the capital programme:

- a) ICT – Collaboration Platform Replacement. A capital budget allocation through transfer of £2.100m from the End User Experience budget is requested, funded by borrowing.
- b) Neighbourhoods – Cremator and Mercury Abatement Plant Replacement Strategy. A capital budget increase of £1.551m is requested, funded by borrowing

Exe/19/98 Capital Programme Monitoring 2019/20

To recommend that Council approve the virements over £0.5m between capital schemes to maximise use of funding resources available to the City Council as set out in the appendix to these minutes.

Decisions

1. To receive the minutes of the Executive held on 16 October and 13 November 2019.

2. To approve the following two funding virements:

(1) A virement of £175k in 2019/20 and £0.698m in future years (of which £486k is permanent and £212k time limited). Increases in parking, bus lane enforcement and residents' parking activity has led to an increase in the number of penalty charges notices issued by the Council. The virement was to fund additional operational, technical and managerial resources and enable the delivery of a service improvement and transformation programme.

(2) A virement to reduce both the Transport Levy budget by £1.333m, from £38.157m to £36.824m and Grants and Contributions budget from £1.618m to £285k. Funding sources within the GMCA Transport budget had changed. In February 2019 it had been agreed that the Transport Levy would increase by £8.3m, which would be off-set by grants from the GM Mayor. Of the £8.3m, £6.84m could now be retained within the Mayoral General Fund which would necessitate a reduction per district in the remaining Transport levy payable, which would be off-set by not receiving Mayoral grants to the same amount.

3. To approve the following changes to the Capital Programme:

a) ICT – Collaboration Platform Replacement. A capital budget allocation through transfer of £2.100m from the End User Experience budget is requested, funded by borrowing.

b) Neighbourhoods – Cremator and Mercury Abatement Plant Replacement Strategy. A capital budget increase of £1.551m is requested, funded by borrowing.

4. To approve the virements over £0.5m between capital schemes to maximise use of funding resources available to the City Council as set out in the appendix to these minutes.

CC/19/85 Questions to Executive Members under Procedural Rule 23

Councillor Bridges responded to a question from Councillor Holt regarding the Council's declaration of a climate emergency.

Councillor Ollerhead responded to a question from Councillor Kilpatrick regarding budget allocation for Remembrance Services outside of the city centre.

Councillor Leese responded to a question from Councillor Kilpatrick regarding preparations for Brexit.

Councillor Stogia provided a response to a question from Councillor Kilpatrick regarding the commissioning of work on the viability of moving the zero carbon target to 2030.

Councillor N Murphy responded to a question from Councillor Kilpatrick regarding a Public Space Protection Order for the City Centre.

Councillor Rahman responded to a question from Councillor Leech regarding the Manchester Pride event.

Councillor Leese responded to a question from Councillor Leech regarding the practice of "fuel-tanking".

Councillor Hacking responded to a question from Councillor Leech regarding the Manchester Pride event.

Councillor Ollerhead replied to a question from Councillor Stanton regarding assessment of the viability of future capital spend.

Councillor Stogia responded to a question from Councillor Stanton regarding highways procurement process.

Councillor Craig responded to a question from Councillor Stanton regarding the operation of needle exchanges within the City.

CC/19/86 Scrutiny Minutes

The minutes of the following Scrutiny Committee meetings were submitted:

- Resources and Governance – 8 October and 5 November 2019
- Health – 8 October and 5 November 2019
- Children and Young People – 9 October and 6 November 2019
- Neighbourhoods and Environment – 9 October and 6 November 2019
- Economy – 10 October and 7 November 2019
- Communities and Equalities – 10 October and 7 November 2019

Decision

To receive those minutes.

CC/19/87 Proceedings of Committees

The minutes of the following meetings were submitted:

Audit Committee – 15 October and 12 November 2019
Health and Wellbeing Board – 30 October 2019
Standards Committee – 31 October 2019
Planning and Highways Committee – 19 September and 17 October 2019

Constitutional and Nomination Committee – 4 November 2019

The Council was asked to give particular consideration to the following recommendations:

CN/19/26 Statutory Review of Polling Districts and Polling Places: Draft Proposals

- The adoption of parliamentary polling districts and parliamentary polling places as set out in the scheme contained in Appendix 1 and in the maps found at Appendix 2, replacing the Didsbury East map with the revision that was submitted at the meeting.
- To recommend to the Council the approval of the reasons given in the report for the in respect of the designation of parliamentary polling districts and parliamentary polling places.
- To recommend to the Council that the scheme contained in Appendix 1 be adopted in relation to both Parliamentary and Local government elections, including the revision to the scheme that were introduced at the meeting in relation to Didsbury East ward.
- To recommend to the Council that the Chief Executive is requested to publish such notices and other documentation required by law on completion of the review.
- To recommend that the Council requests that the Electoral Registration Officer makes the necessary amendments to polling districts for the publication of the revised Electoral Register, noting that one of the implications of the Parliamentary General Election on 12 December was that the new Register would need to be published on 2 February 2020, to reflect the new scheme.
- To recommend to the Council that authority continues to be delegated to the Chief Executive to make, where necessary, alterations to the designation of any polling place prior to the next full review in consultation with ward councillors, group leaders and the Chair of Constitutional and Nomination Committee.

Personnel Committee - 16 October 2019

The Council was asked to give particular consideration to the following recommendation:

PE/19/25 Director of Commercial and Operations

To recommend that Council approves the regrade of the Director Commercial and Operations from SS3 (£78,715 - £87,217) to SS4 (£95,953 - £105,940) and agrees to appointment at a salary of £105,940.

Decisions

1. To receive those minutes.
2. To agree the adoption of parliamentary polling districts and parliamentary polling places as set out in the scheme contained in Appendix 1 and in the maps found at Appendix 2, replacing the Didsbury East map with the revision that was submitted at the meeting of Constitutional and Nomination Committee on 4 November 2019.
3. To approve of the reasons given in the report submitted to the Constitutional and Nomination Committee in respect of the designation of parliamentary polling districts and parliamentary polling places.
4. To adopt the scheme contained in Appendix 1 of the report submitted to the Constitutional and Nomination Committee in relation to both Parliamentary and Local government elections, including the revision to the scheme that were introduced at the meeting in relation to Didsbury East ward.
5. To request the Chief Executive to publish such notices and other documentation required by law on completion of the review.
6. To request that the Electoral Registration Officer make the necessary amendments to polling districts for the publication of the revised Electoral Register, noting that one of the implications of the Parliamentary General Election on 12 December 2019 was that the new Register would need to be published on 2 February 2020, to reflect the new scheme.
7. To agree that authority continues to be delegated to the Chief Executive to make, where necessary, alterations to the designation of any polling place prior to the next full review in consultation with ward councillors, group leaders and the Chair of Constitutional and Nomination Committee.
8. To approve the regrade of the Director Commercial and operations from SS3 (£78,715 - £87,217) to SS4 (£95,953 - £105,940) and agrees to appointment at a salary of £105,940.
9. Council to make the following changes in appointments to Committees and Joint Committees of the Council, and to the membership of GM bodies and committees:

COMMITTEE	MEMBER APPOINTED	MEMBER REMOVED
Health Scrutiny Committee	Councillor Nasrin Ali	-
Resources & Governance Scrutiny Committee		Councillor Battle
Communities & Equalities Scrutiny Committee	Councillor Battle	
Licensing Committee	Councillor Hewitson	Councillor McHale
Joint Bodies / GM Bodies and Committees		
GMCA Corporate Issues & Reform Overview & Scrutiny Committee		Councillor Clay

10. To appoint Samantha Barnwell, Zainab Derrez, Liam Duffy and Joanne Fleet to serve as Co-opted members on the Children and Young People Scrutiny Committee for a period of two years with effect from 30 November 2019.

CC/19/88 Urgent Key Decisions

The Council considered the report of the City Solicitor on key decisions that had been exempted from call-in.

Decision

To note the report.

Appendix – Capital Budget Virements

Project Name	2019/20	2020/21	2021/22
	In yr virement proposed	In yr virement proposed	In yr virement proposed
Drainage	2,425	1,481	2,051
Large Patching repairs	1,796	30	531
Carriageway Resurfacing	-923	-1,511	-2,582
Carriageway Preventative	-3,263	-29	-1,049
Other Improvement works	722	1,710	2,487
Project Delivery Procurement	-757	-1,681	-1,438
Total Highways Programme	0	0	0
Asset Management Programme	420		
Ross Place Refurbishment	-420		
Total Strategic Development Programme	0	0	0
Charlestown - Victoria Ave multistorey window replacement and ECW	-12		
External cyclical works		-8	
External cyclical works Ancoats Smithfields estate	7		
ENW distribution network phase 4 (various)	80		
Dam Head - Walk up flats communal door renewal	13		
Newton Heath - Croyden Drive Security Improvements	100	88	
Various Estate based environmental works	100	100	100
Delivery Costs		369	124
2/4 Blocks Heating replacement with Individual Boilers		-108	
Lift replacement / refurbishment programme	-2		
Decent Homes mop ups ph 9 and decent homes work required to voids	30		
Whitemoss Road and Cheetham Hill Road Local Offices - Improvements		-3	
Ancoats - Victoria Square lift replacement	108		
Aldbourn Court/George Halstead Court/Duncan Edwards Court works	-3		
Boiler replacement programme	-17	-341	
Kitchen and Bathrooms programme	-693		
Harpurhey - Monsall Multis Internal Works		292	
Higher Blackley - Liverton Court Internal Works	845		
Various - Bradford/Clifford	104		

Lamb/Kingsbridge/Sandyhill Court Internal Works			
Charlestown - Rushcroft/Pevensey Court Internal Works	1,343	218	
Fire precautions multi-storey blocks	-702		
Installations of sprinkler systems - multi storey blocks	-1,029		
Replacement of Prepayment Meters in High Rise Blocks		-20	
ERDF Heat Pumps	-55	-381	-17
Charlestown - Rushcroft/Pevensey Courts Lift Refurb			525
Multi Storey blocks door entry system renewal Sandyhill/Bradford Courts	5	31	
One off type work (rewires/boilers/doors)	100	300	
Delivery Costs	156	827	88
Various Locations - bringing bedsits back into use		21	75
Delivery Costs	2	4	10
Improvements to Homeless accommodation city wide		-164	
Improvements to Homeless Accommodation		164	
Delivery Costs		38	
Delivery Costs		4	
Public Sector Northwards Adaptations	200		
Adaptations	100	700	
Northwards Housing Programme	-780	-2,131	-905
Total Public Sector Housing (HRA) Programme	0	0	0
Holy Trinity Primary	47		
Lytham Rd	-100		
Co-op Academy expansion	-443		
Plymouth Grove Refurbishment	-285		
Beaver Rd Primary Expansion	-84		
Lily Lane Primary	-91		
St. James Primary Academy	-65		
Crossacres Primary School	-180		
Ringway Primary School	-77		
Webster Primary Schools	-87		
KS3/4 PRU Pioneer Street	70		
Basic need - unallocated funds	1,295		
Universal Infant Free School Meals - Unallocated	6		
Broad Oak Primary School Kitchen	553		
All Saints Prim Rewire	477		
Armitage Prim Windows	121		
Bowker Vale Prim Heating	262		

Buton Lane Prim Roof	192		
Cheetwood Prim Heating	126		
Crosslee Comm Heating	80		
Crowcroft Park Roof Repairs	146		
Grange School Sports Hall	163		
Higher Openshaw Rewire	849		
Lily Lane Prim Windows	53		
Moston Fields Joinery	221		
Ringway Prim Roof	231		
Sandilands Prim Windows	123		
St Mary's Junior Windows	43		
Alma Park Gas Improvement	1		
Schools Capital Maintenance -unallocated	-3,641		
Healthy Pupil Capital Funding	-6		
Total Children's Services Programme	0	0	0
Solaris	2		
PSN Windows 2003	-42		
Data Centre UPS Installation	-10		
End User Computing	69		
End User Experience	-69		
ICT Investment Plan	50		
Total ICT Programme	0	0	0
Total Manchester City Council Capital Programme	0	0	0
Total GM projects	0	0	0
Total CAPITAL PROGRAMME	0	0	0

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Executive

Minutes of the meeting held on Thursday, 19 December 2019

Present: Councillor Leese (Chair)

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

Also present as Members of the Standing Consultative Panel:

Councillors: Karney, Leech, Sheikh, Midgley, Ilyas, Taylor and S Judge

Apologies: Councillor Stogia and M Sharif Mahamed

Exe/19/99 Minutes

Decision

To approve as a correct record the minutes of the meeting on 13 November 2019.

Exe/19/100 Manchester Climate Change Update

In November 2018, the Council's Executive agreed to the establishment of a science-based carbon budget for Manchester. The ambition for that was to limit the city's emissions to 15 million tonnes of CO₂ between 2018 and 2100, becoming net zero carbon by 2038 (Minute Exe/18/101). In July 2019 the Council then declared a climate emergency (Minute CC/19/52) which was considered and accepted by the Executive later that month (Minute Exe/19/59).

A report by the Deputy Chief Executive and City Treasurer provided the update on what the Council has been doing to address climate change both before and since the climate emergency was declared. It explained the role of the Manchester Climate Change Partnership that had been established in 2018 to help drive action across the city. Partnership members were all developing bespoke plans that they hoped to have ready by the end of February 2020. Those plans would span ten key sectors and organisations who were all committed to becoming zero carbon:

- Manchester City Council
- Bruntwood
- University of Manchester (UoM)
- Manchester Metropolitan University (MMU)
- Arts & culture sector / Manchester Arts Sustainability Team (MAST)
- Electricity NW (ENW)
- NHS Manchester
- Manchester City Football Club
- Faith sector / Our Faith Our Planet
- Manchester Housing Providers Partnership

The Council was now working to expand the membership of the Partnership to include other key organisations in the city.

The report went on to examine the work done within the Council. It explained that the most recent annual data, from 2018/19, showed that the Council had almost halved its carbon emissions from a 2009/10 baseline – a drop of 48.1%. Individual members of the Executive provided progress reports on the actions being taken by the services within their own portfolio.

The meeting was addressed by Ms Chloe Jeffries of Manchester Climate Emergency. She questioned what she considered to be deficiencies in the report, referring to the original Council resolution in July and asking why some information had not been included or referred to in this report, including: the 2009 action plan, the effects of the loss of staff and buildings since 2009, the exclusion of aviation emissions, and the need for elections for membership of the climate stakeholders steering group.

Decision

To note the citywide progress and comment on and endorse the proposed approach to developing the Council's new five-year action plan.

Exe/19/101 Doing Buses Differently: Response to GMCA Consultation

A report by the Strategic Director (Growth and Development) explained that the Greater Manchester Combined Authority (GMCA) was undertaking a formal consultation into proposals that would change the way buses in Greater Manchester would be run in the future. These proposals were set out in a Proposed Bus Franchising Scheme (the Scheme). The Scheme had been prepared by Transport for Greater Manchester (TfGM) on behalf of GMCA.

The report examined the way that bus services are currently configured and operated in the city and how that might change were the Scheme to be introduced. The powers for the GMCA to pursue proposed Scheme had been conferred on the GMCA in the Bus Services Act 2017, which had come into law in June 2017. That enabled the introduction of a range of new delivery models for bus services by combined authorities.

To make sure the transition from the current deregulated bus system to a fully franchised bus system would be as smooth as possible, the GM Bus Franchising Scheme was proposing that a franchised system be introduced in three phases. For this, Greater Manchester would be split into sub-areas. The provisional dates currently proposed for entering into franchise contracts for these sub-areas areas being:

Sub-Area A – 2 April 2021 - North West of Greater Manchester including Manchester city centre

Sub-Area B – 25 March 2022 - North East of Greater Manchester including the northern area of the City of Manchester

Sub-Area C – 10 March 2023 - Southern area of Greater Manchester (including the Southern area of the City of Manchester)

A draft of a proposed response to the consultation was appended to the report. That was endorsed and it was agreed that the sending of the final response on behalf of the Council should be delegated to the Chief Executive.

Decisions

1. To confirm the Council's support for the Scheme which had been proposed by the GMCA in the exercise of its powers as a "franchising authority" under the Bus Services Act 2017.
2. To note the current GMCA consultation exercise to which the Council is a statutory consultee and to endorse the suggested outline response attached at Appendix 1 of the report.
3. That authority to agree the final Council response to the TfGM consultation be delegated to the Chief Executive in discussion with the Deputy Leader, Councillor Nigel Murphy and the Executive Member for Planning, Environment and Transport.

Exe/19/102 Co-living in Manchester

A report submitted by the Strategic Director (Growth and Development) explained the co-living concept as having no standard definition, but as including accommodation which comprised a mix of private studios and 'cluster-style flats' (with shared communal areas) in which bedrooms could be rented out individually or in groups. Schemes could also share many of the common characteristics of build-to-rent, such as shared amenity space, and traditional private rented sector (PRS) apartment tenure profiles of one, two and three bed units.

The report examined the issues and concerns raised by the arrival of this sort of provision in the housing market in Manchester. The report examined how the Council should respond to emerging market demand, on the basis that there was no current planning policy context at national or local level. The report also examined the possible implications of these types of properties on the size of the Council Tax base.

The report suggested that whilst an overall planning policy was being formulated, a set of considerations could be applied to any co-living schemes that came forward in the interim period. Those were:

- Co-living should be restricted to a limited number of key areas of high employment growth within the city centre, and would only be considered as part of an employment-led, Strategic Regeneration Framework (SRF), where it can be demonstrated that a co-living development will provide added value to the wider commercial offer in the area.
- Schemes must demonstrate that they command support from recently arrived or new employers located in, or in the vicinity of, the regeneration area they form part of. The size and scale of the developments need to be underpinned

by the generation of employment opportunities from those employers. Evidence will need to be provided that a scheme will attract specific employers and committed jobs if they are not already present, as well as talent retention and attractiveness for proposed new employees, as part of growth in key sectors in the city.

- A robust justification demonstrating evidenced need should be provided to underpin each scheme. Developments should target young workers, including professionals and graduates where there is an identified need for a flexible co-living product that can attract and retain talent, supporting economic growth.
- Safe and secure, zero carbon developments will only be considered. Schemes should be in city centre locations that are well connected, to ensure residents can access public transport, walking and cycling routes in the city.

To help develop a policy for the Council it was proposed and agreed that there should be consultation with stakeholders. The consultation would include consideration of these issues:

- Development should provide an appropriate mix of cluster flats and private studios, with each scheme tested on its merits. Schemes will be expected to demonstrate how they comply with MCC's adopted space standards, as part of the Manchester Residential Quality Guidance.
- In order to ensure appropriate management, a long-term operational management platform will need to be provided for across each scheme in its entirety. This should include a single management and lettings entity, with a long-term commitment.
- Developers should be required to legally commit to renting only to working households, or households actively seeking work, and precluding letting to students.
- A maximum stay should be defined for short-term studio lets, for example, six months.
- Developments must contribute to Council Tax revenue, with Council Tax paid by the operator, in order to strengthen the tax base.
- A contribution should be made in accordance with the city's affordable housing policy. Rents should be affordable, but co-living accommodation cannot be seen per se to directly contribute to the delivery of the affordable housing targets for the city.
- Developments must have a clear place-making delivery strategy, including open spaces and public realm.
- Planning applications should include a conversion plan to demonstrate how the building could be repurposed through interventions to the layout.

It was agreed that the Council should seek to establish a Manchester Standard for future co-living development in the city, and that the proposals in the report would all help bring that about.

Decisions

1. To note the concept of co-living, the issues around its development, the nature of the product, and the limited contribution that it could make to the city's housing offer.
2. To request that the Strategic Director (Growth & Development) undertakes an appropriate consultation process with key stakeholders on co-living, and reports on the outcomes of that consultation.
3. To request that this report and the outcomes from the consultation be used to help inform the development of a policy approach as part of the review of the Local Plan, which will be subject to separate further consultation.

Exe/19/103 Manchester Armed Forces Covenant - Progress Report and Action Plan

A report submitted by the Strategic Director of Children and Education Services explained that Councillor T Judge had served as Lead member for the Armed Services since 2013. In that role he had developed strong links across the armed services and veterans' networks and provided consistent support to the Lord Mayor in respect of remembrance celebration and military events.

the Strategic Director of Children and Education Services, a member of the Senior Management Team, fulfilled the officer role of Armed Forces Champion. That officer chaired the Armed Forces Covenant Steering Group of the Council.

The role of the Steering Group was to maintain oversight and ensure delivery of the Armed Forces Covenant Action Plan. That plan brought together Armed Forces Leads from across Manchester City Council and engaged with colleagues from Manchester health commissioners and providers (MHCC, MLCO and GMMHFT)

The report described the work of the Steering Group and the planning for the VE Day celebrations that were to be held in early May 2020 to mark 75 years from the victory in Europe in World War 2. The proposed actions were all endorsed.

Decisions

1. To agree to Manchester hosting and/or contribute to North West VE 75 commemorative event on the May Bank Holiday 2020 which has been rearranged to the Friday 8th May 2020, as part of a programme of national commemorations.
2. To support the following in support of the outline covenant action plan:
 - to refresh and re-sign the Armed Forces Covenant, secure MHCC, MLCO Board support and in partnership with GMMHFT, the Royal British and Walking With the Wounded secure a joint signing with aligned pledges and action plan;
 - Individual Executive Members to promote contribution and delivery of Manchester's Armed Forces Covenant within their respective Portfolios and Civic duties;

- to promote all customer-facing staff to complete Armed Forces Covenant Awareness E-Learning training reinforced by a presentation to all teams by the Royal British Legion and Walking With The Wounded in respect of the needs of the armed forces community and the resources that may be mobilised in their support;
- a comprehensive review of the Armed Forces Covenant Website and the Armed Forces Self-Help Toolkit to complement the Veterans Gateway at local level.

Exe/19/104 Waste Levy Allocation Methodology Agreement

As a Waste Disposal Authority (WDA), the Greater Manchester Combined Authority (GMCA) has a statutory duty to dispose of waste and so is responsible for the provision and maintenance of household waste and recycling centres and for compliance with recycling requirements. The individual district authorities within Greater Manchester, including Manchester City Council, are Waste Collection Authorities with the duty to collect waste and deliver it to the WDA. In 2017 individual district authorities in Manchester had agreed to support the GMCA in the discharge of its duties and so entered into a Levy Allocation Management Agreement (LAMA). Manchester had done so late in November 2017 (Minute Exe/17/143). Following the award by the GMCA in June 2019 of new disposal contracts to SUEZ recycling and recovery UK, the LAMA now needed to be revised to reflect the new payment mechanism arrangements that arose from the new contract. A copy of the proposed new Agreement was appended to the report, explaining all the proposed changes.

Decision

To approve the revisions to the Levy Apportionment Methodology Agreement which will then be applied from 2020/21 financial year onwards.

Exe/19/105 Capital Programme Update

A report concerning requests to increase the capital programme was submitted. We agreed to recommend one change to the Council and to make a further two changes under delegated powers. These changes would increase Manchester City Council's capital budget by £0.72m across 2019/20 and 2020/21, funded partly from borrowing, the use of HRA Reserves and an external contribution.

We also noted a further change that had been approved by the Deputy Chief Executive and City Treasurer: £208K for the Factory Project, the allocation of an external contribution.

Decisions

1. To recommend that the Council approve the following change to Manchester City Council's capital programme:

- (a) Public Sector Housing – Northwards – Harpurhey 200 Estate Internal Works. A capital budget virement of £0.936m is requested, funded by a transfer from Northwards Housing Programme budget.
2. To approve the following changes to the City Council’s capital programme:
- (b) Highways – Northern Gateway Cheetham Hill Road to Pollard Street – Development Costs. A capital budget increase of £0.720m is requested, funded by an External Contribution from the Mayor’s Challenge Fund.
- (c) Highways Services – Highways Corridor Development. A capital budget virement of £0.437m of is requested, funded by a transfer from the Highways Investment Plan – Other Improvement Works budget.
3. To note increases to the programme of £0.208m as a result of a decision of the Deputy Chief Executive and City Treasurer.

Exe/19/106 Global Monitoring report to the end of October 2019

A report was submitted to provide a summary of the position of the 2019/20 revenue budget as at the end of October 2019. The report gave details of the projected variances to budgets and the state of the Council’s contingency funds. Projecting forward from the position at the end of October 2019 it was forecast that by the year-end in March 2020 the revenue budget would be overspent by £4.169m, an improved position on the £6.027m overspend that had been predicted at the meeting in October (Minute Exe/19/85). The report explained that the overspend was still mainly arising from service pressures on the adult social care budgets and Children’s Services.

Budgets to be Allocated

When setting the 2019/20 budget the Council has agreed to hold some funds for contingencies, and other money that was to be allocated throughout the year. The report proposed the use of some of these budgets to be allocated. These were agreed:

- £71k in 2019/20 and £150k from 2020/21 for increase in Pathology Testing costs as the Manchester City Pathologist fees had now increased to £200 per examination.
- £0.5m from corporate budgets (waste contingency) to be allocated to Neighbourhoods Directorate to reflect an adjustment to the waste income target following a decrease in the amount of Trade Waste.
- £250k from corporate budgets (waste contingency) to be allocated to Neighbourhoods Directorate to reflect savings made on the waste levy.
- £368k from Budgets to be Allocated, initially earmarked for increases to the Climate Change Levy rate, as the anticipated additional levy costs had been absorbed within electricity budgets so allowing this to be redirected to the cross cutting commissioning savings target.
- £183k from Contingency to fund dilapidation works for Early Years centres for a condition survey of all Manchester owned day-care buildings.

- £100K for the costs of provisions for school meals as they had been subject to a higher than inflationary increase of c4%.

Use of Reserves

The report also addressed the use of the Council's reserves. A new draw-down from reserves had been requested. This was approved.

- Highway line marking - £100k in 2019/20 and £100k in 2020/21 from the on-street parking reserve to refresh approximately 6.5km of line markings on key routes across the city.

Proposed Virements

The report proposed two funding virements which were both agreed.

- £343k from non-pay to pay within the Highways Service to maintain Highway structures to allow patching and drainage work to be more programmed than reactive.
- £303k from non-pay to pay within the Highways Service to help manage and co-ordinate an increasing number of highways schemes and to recruit a small number of additional Network Co-ordination Officers.

Use of Additional Grants

The report also explained that notification had been received in relation to a specific external grant, the use of which had not confirmed as part of the 2019/20 budget setting process. Approval was given to the use of these funds.

- £325k from NHS Digital England to develop social care systems to support the discharge from hospitals into care.

Decisions

1. To note the report.
2. To approve the use of budgets to be allocated as set out above.
3. To approve the use of reserves as set out above.
4. To approve the proposed virements as set out above.
5. To approve the use of grants as set out above.

Exe/19/107 Proposed Disposal of land at Former Oakwood Resource Centre, Longley Lane, Northenden (Part A)

The site of the former Oakwood Resource Centre was in the Northenden ward, approximately 1.7 miles west of Wythenshawe town centre. The 1.5 acre site comprised a single-storey former adult services building, car parking and formal garden areas. The Community Centre was no longer operational and had been declared surplus to requirements. The Council owned the freehold of the site and it

had been deemed suitable for residential development to help further the Council's ambitions for the construction of affordable homes across the city.

The report proposed the disposal of the site to Wythenshawe Community Housing Group at an undervalue, for development of affordable homes for social rent. The Group had submitted indicative plans for 20 homes on the site, all for social rent and being 14 x 2 bed semi-detached house of 83m² each, and 6 x 3 bed semi-detached house of 96 m² each.

The financial details of the proposal, including the site's open market value and proposed disposal price, were set out in another report (Minute Exe/19/110 below).

Decisions

1. To approve the disposal of the Subject Land at and under value for development of affordable homes for social rent to Wythenshawe Community Housing Group.
2. To delegate authority to the Head of Development and Deputy Chief Executive and City Treasurer, in consultation with the Executive Member for Housing and Regeneration, to finalise the terms for the disposal of the Subject Land by agreement.
3. To authorise the City Solicitor to enter into and complete all documents and agreements necessary to give effect to these decisions and complete the disposal.

Exe/19/108 Decisions of the Greater Manchester Combined Authority on 29 November 2019

Decision

To note the decisions of the meeting of the Greater Manchester Combined Authority on 29 November 2019.

Exe/19/109 Exclusion of the Public

Decision

To exclude the public during consideration of the following item which involved consideration of exempt information relating to the financial or business affairs of particular persons, and on the terms to be proposed by the Council in negotiations for the acquisition or disposal of property, and public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Exe/19/110 Proposed Disposal of land at Former Oakwood Resource Centre, Longley Lane, Northenden (Part B)

(Public excluded)

A report described the terms of the proposed disposal of the land known as the Former Oakwood Resource Centre site with the intention to develop new build housing, comprising 100% affordable homes for social rent.

Decision

To note this report as providing additional information that relates to the recommendations in the Part A report (Minute Exe/19/108 above).

Resources and Governance Scrutiny Committee

Minutes of the meeting held on Tuesday, 3 December 2019

Present:

Councillor Lanchbury (in the Chair)
Councillors Ahmed Ali, Andrews, Clay, Davies, B Priest, A Simcock and Stanton

Also present:

Councillor N Murphy, Deputy Leader
Councillor Ollerhead, Executive Member for Finance and Human Resources
Marc Hudson, Resident of Manchester

Apologies: Councillors Moore, Rowles, Russell, Wheeler and Wright

RGSC/19/68 Appointment of a Chair

In the absence of Councillor Russell, a nomination was sought for the chair of the meeting. Councillor Lanchbury was nominated and seconded.

Decision

To appoint Councillor Lanchbury as Chair of this meeting.

RGSC/19/69 Minutes

Decision

To approve the minutes of the meeting held on the 5 November 2019 as a correct record.

RGSC/19/70 Communications Service Plan - Review

The Committee considered the report of the City Solicitor and Director of Strategic Communications that provided an update on the delivery of the Communications Strategy for 2019/20.

The main points and themes within the report included: -

- Providing a background and introduction;
- Describing progress in 2019/20 against the key delivery themes;
- An update on participation and engagement;
- Information on service organisation and governance; and
- The next steps for the remainder of the year.

Some of the key points that arose from the Committees discussions were: -

- Information was sought on the American firm Granicus and its role within the Public Sector;

- Was the approach to local, targeted communications appropriate;
- Was there capacity to be able to provide information in other formats, with particular reference to text to voice services, and how are these services publicised;
- Was there any intention to expand the Design Studio as a means to generate income;
- Were online forms that residents used to contact the Council regularly reviewed; and
- Did the existing commercial relationship with the Manchester Evening News potentially prevent objective reporting of the Council.

The Director of Strategic Communications stated that Granicus provided their service via the GovDelivery platform, commenting that this was utilised by a range of public sector organisations, including the NHS and the Met Office. In response to a question regarding the number of Local Authorities using this platform, the Director of Strategic Communications stated that an exact number would be circulated following the meeting, she added that it was the most used system across Local Authorities.

The Director of Strategic Communications stated that services across the Council had been encouraged and supported to develop and deliver their own communications and dialogue with residents. She stated that it was important that local conversations were undertaken with residents, noting that staff had been trained to support this activity, and work continued to support and strengthen this devolved approach.

The Director of Strategic Communications stated that the Council's website had been updated so as to provide a text to voice facility and printed material could be provided in a variety of languages and formats. She stated that it was important to use the most appropriate channel and medium to communicate with residents, adding that letters were sometimes more appropriate than a digital format to ensure the views of the target audience were captured, noting the importance of this when consulting on budget proposals.

The Director of Strategic Communications informed Members that the website was regularly tested and user feedback was always welcomed and responded to, so as to ensure the online system was user friendly.

The Director of Strategic Communications informed the Committee that the Design Studio had worked primarily with the third sector and partner organisations as a priority. She informed Members that the approach adopted was always to meet the priorities of the Council before expanding this offer further, adding that this would always be undertaken with the values of the Council taken into consideration.

The Director of Strategic Communications stated that the Council was statutorily obliged to display public notices in print and online, however she clarified that the commercial business of the Manchester Evening News was distinct and separate from the news and editorial section of the paper. She further informed Members that if the Committee had concerns about this relationship this could be discussed further when the contract was reviewed in May 2020.

Decision

The Committee notes the report.

RGSC/19/71 The Council's approach to consultation

The Committee considered the report of the Deputy Chief Executive and City Treasurer that provided an overview of the Council's approach to consultation with Manchester residents, and next steps for taking this forward.

The main points and themes within the report included: -

- Describing the Council's current approach to consultations;
- Support from the Corporate Core;
- Recent examples of consultations;
- Issues and challenges identified;
- Consultations within other Greater Manchester Authorities; and
- Next Steps.

Some of the key points that arose from the Committees discussions were: -

- What information was legally required to be provided when delivering a consultation, and what could be done to ensure this was accessible to ensure members of the public were best engaged with;
- Noting the benefits of social media to engage with residents, consideration needed to be given to utilising all methods of communication with residents;
- Officers should enquire with local Members as to the areas that were to be consulted with, noting that they had extensive local knowledge;
- What was done to engage with hard to reach residents and address under representation;
- Were the comments posted on social media captured and reported; and
- Was there a risk of consultation fatigue setting in, noting the number of national and GM wide consultations undertaken on a wider variety of topics.

The City Solicitor advised that statute required consultations to be run for an appropriate period of time and that they be undertaken at a time when information and proposals were available to allow for an informed discussion on the topic that was to be consulted upon. She stated that every attempt was used to minimise technical and legalistic language so that consultations were accessible.

The Deputy Leader noted the comment from a Member regarding the amount of information that had been provided as part of a consultation exercise by Transport for Greater Manchester. He stated that officers were unable to respond to the specific point raised, however he was aware of the issue and noted that they had been statutory obliged to provide this information. The City Solicitor added that this specific consultation referred to was particularly complex in nature.

The Deputy Leader noted the comment regarding the importance of all methods of communication with residents being used and stated that the Council always allowed for paper submissions to consultations in addition to online responses.

The Committee then heard from Marc Hudson, a resident of Manchester. Mr Hudson said that upon reading the report there was no reference within it to explain how people whose first language was not English were consulted with. He also stated that the report did not address consultations that he described as going badly wrong. He stated that it was unclear from reading the report that the approach was interested in obtaining the views of residents who were being consulted with.

Officers responded by stating that as discussed in the previous agenda item, information could be provided in different languages and formats as and when required, and the online information provided complied with statutory requirements regarding accessibility. He stated that the examples described within the report were provided to demonstrate the complexity and varied nature of consultations undertaken. He stated that the appropriate method of consultation was used at the appropriate time using a range of tools that were available, noting the increased accessibility of technology as a means of communicating and engaging with residents. In specific response to a question on Highways, Officers informed the Committee that a report had recently been submitted to the Neighbourhoods and Environment Scrutiny Committee that described the approach to future consultations.

The Director of Strategic Communications commented that a co-production approach to the City Centre Transport Consultation exercise would be undertaken, adding that co-production described the planning and development with all key stakeholders using a service that included residents, business, elected Members and wider interested groups. She informed Members that the consultation would be published on the Council's website when it formally went live.

The Director of Strategic Communications commented that in recognition that there were sections of the community and geographical areas that were under represented consideration was always given to using the most appropriate channels to reach them. She advised that this included the pre-empting of printed material in other languages, commenting that material could be made available in other languages upon request. Officers stated that responses were regularly reviewed to understand where they were coming from and identify any gaps in an attempt to ensure responses were reflective of the area being consulted with.

The Director of Strategic Communications stated that the comments and tone of those responses provided on social media platforms and email correspondence were reviewed and reported alongside all formal response and provided for the relevant decision maker. She stated that whilst every attempt was made to ensure that online consultations were accessible, using the appropriate language and conform with statutory guidance, tracking exercises were undertaken to understand where people 'dropped out' of online consultations, and the feedback and lessons learnt from this would be reviewed to help inform future consultations.

Decision

The Committee notes the report.

RGSC/19/72 GDPR communications update

The Committee considered the report of the City Solicitor and Director of Strategic Communications that provided a summary of the Council's recent work to communicate with staff on the requirements of GDPR (General Data Protection Regulation).

The main points and themes within the report included: -

- Describing the background to the GDPR;
- The communications to staff regarding GDPR;
- The evaluation on the approach;
- Describing the second phase of activity and the ambitions and objectives of this; and
- Next steps.

Some of the key points that arose from the Committees discussions were: -

- Had the Council incurred any fines as a result of breaches of the GDPR;
- How did we become aware of breaches if they occurred;
- What protections were in place for when information is shared with partner organisations; and
- How many breaches had been reported to the Information Commissioner's Office.

The City Solicitor stated that she was not aware of any fines imposed on the Local Authority for any breaches of the GDPR. She advised that there was a team within the Governance Department to understand any cases of breaches and ensure the correct mitigation was instigated. She advised that invariably breaches became known following notification from the officer responsible for the breach or their line manager, and she provided examples of how internal breaches could occur.

The City Solicitor informed the Committee that each Directorate had a designated officer responsible for GDPR and this activity was overseen and managed centrally by the Corporate Information Assurance Risk Group, supported by the core team within the Governance Department. She stated this provided an opportunity for joint learning and sharing experience. She further commented that the Corporate Information Assurance Risk Group provided oversight and guidance for when information was shared with partners, such as the Health Service and the Police, to ensure they were fully compliant with the requirements regarding data sharing.

In response to a specific question regarding breaches of GDPR by Members she stated that this would be investigated and reported through the Standards Committee. In answer to the question regarding the number of breaches that had been reported to the Information Commissioner's Office, she stated that she would clarify the number and circulate this to the Members following the meeting.

The Deputy Leader informed the Committee that this would be the last meeting that the Director of Strategic Communications would be attending. He stated that he

wished to place on record his appreciation to her for her commitment and hard work on behalf of the residents of Manchester.

Decisions

The Committee: -

- (1) Note the report.
- (2) Recommend that the City Solicitor circulates the number of reportable breaches that had been reported to the Information Commissioner's Office;
- (3) Notes that the resignation of the Director of Strategic Communications and thank her for her commitment and hard work over the years.

RGSC/19/73 Setting of the Council Tax base and Business Rates shares for budget setting purposes

The Committee considered the report of the Deputy Chief Executive and City Treasurer that advised on the methodology of calculating the City Council's Council Tax base for tax setting purposes and Business Rates income for budget setting purposes for the 2020/21 financial year, together with the timing of related payments and the decision on business rates pool membership. The Chair of the Committee would be requested to exempt various key decisions from call in.

Decisions

The Committee: -

- (1) Note that the Deputy Chief Executive and City Treasurer, in consultation with the Executive Member for Finance and Human Resources, has delegated powers to:
 - Set the Council Tax base for tax setting purposes in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2013;
 - Calculate the Business Rates income for budget setting purposes in accordance with the Non-Domestic Rating (Rates Retention) Regulations;
 - Agree the estimated council tax surplus or deficit for 2019/20;
 - Agree the estimated business rates surplus or deficit for 2019/20;
 - Determine whether the Council should be part of a business rate pooling arrangements with other local authorities;
 - Set the dates of precept payments to the Greater Manchester Combined Authority.
- (2) Note that the Chair of the Scrutiny Committee will be requested to exempt various key decisions from the call in procedures.

RGSC/19/74 Overview Report

The Committee considered a report of the Governance and Scrutiny Support Unit which contained key decisions within the Committee's remit, responses to previous

recommendations. Members were also invited to agree the Committee's future work programme.

Decision

The Committee notes the report.

Resources and Governance Scrutiny Committee

Minutes of the meeting held on Tuesday, 7 January 2020

Present:

Councillor Russell (Chair) – in the Chair
Councillors Ahmed Ali, Andrews, Clay, Davies, Lanchbury, B Priest, Rowles,
A Simcock, Stanton, Wheeler and Wright

Also present:

Councillor Ollerhead, Executive Member for Finance and Human Resources

Apologies: Councillor Moore

RGSC/20/1 Minutes

Decision

To approve the minutes of the meeting held on the 3 December 2019 as a correct record.

RGSC/20/2 The Council's Updated Financial Strategy and Budget reports 2020/21

The Committee considered a report of the Chief Executive and the Deputy Chief Executive and City Treasurer, which provided an update on the Council's overall financial position and set out the next steps in the budget process. In doing so, the report outlined Officer proposals for how the Council could deliver a balanced budget for 2020/21.

In conjunction with the above, the Committee also received and considered the draft Council Business Plan for 2020/21 and the Corporate Core medium term financial plan (MTFP) and budget proposals for 2020/21, which included those areas of service which were in the remit of Resources and Governance Scrutiny Committee but not within the Corporate Core (namely operational property, facilities management and the investment estate from within the Growth and Development directorate).

Officers highlighted that the 2020/21 budget would be a one year roll over budget. It would reflect the fact the Council had declared a climate emergency and would also continue to reflect the priorities identified in the previous three-year budget strategy.

Taken together, the reports and the MTFP illustrated how the directorate would work to deliver the Our Corporate Plan and progress towards the vision set out in the Our Manchester Strategy.

In relation to the Council's update Financial Strategy and Budget 2020/21, some of the key points that arose from the Committees discussions were:-

- What was the potential impact on the Council's income with the anticipated review by Government on Business rates and what plans had the Council in place to address any impact;
- Clarification was sought on the forecasted in-year overspend of £4.2m for 2019/20 and whether this was against the original or revised budget and connected to this what were the overspends within Children's Services and Adult Social Care against their original budgets;
- How did the Council intend to meet the cost of the estimated overspend of £4.2m;
- What was the intended use of the GMCA return/refund relating to Business Rates and Waste Disposal of £7.2m and why was it to be spread equally across 2020-2022;
- What was the source(s) of the additional commercial income of £8m;
- Clarification was sought on what was the total amount of additional income from Government the Council would receive for 2020/21;
- It was commented that savings targets within Adults Services either needed to be achievable, as this service area had never achieved previous targets that it had been set, or accept that what was being asked of the service was not achievable and cease asking this of the service; and
- Clarification was sought what the £46.9m capital financing cost was in relation to and what were the expected interest payment figure for 2020/21.

The Deputy Chief Executive and City Treasurer advised that the proposals outlined within the Queens Speech was that changes would be compensated through Section 31 grants to mitigate any immediate impact should there be changes to Business Rate retention levels. She commented that there would need to be a longer term policy debate by Government on the role of Business Rates and Local Government funding.

The Deputy City Treasurer clarified that the entire in-year overspend for the Council stood at £4.2m, with overspends mainly in Children's Services and Adult Social Care, which were offset with underspends from other areas. She advised that this forecasted overspend was against the most recent revised budget (which included amounts that had been set aside in the original budget for later in the year, and subsequently allocated into specific areas) and not the original budget for 2019/20. The Deputy City Treasurer advised that she did not have the detail of the overspends within Children's Services and Adult Social Care against their original budgets but agreed to provide this to the Committee after the meeting. The Committee was informed that the Council would use its general fund reserves if the overspend remained at £4.2m at the end of the financial year.

The Committee was advised that the £7.2m GMCA return would form part of the general resources income into the budget and as such it would used as required to help underpin the budget. The reason it was spread across 2020 to 2022 was to ensure longer term funding availability for some investment priorities.

The Deputy Chief Executive and City Treasurer advised that the additional commercial income of £8m was an aggregate view of all of the dividends and income due to the Council.

The Deputy City Treasurer clarified that the Social Care Grant equated to an extra £13m for the Council which was the most significant growth in funding. There was also additional funding of circa £1.4m for Public Health. The Deputy Chief Executive and City Treasurer commented that Directorate budgets had increased to incorporate the additional Social Care Funding as well as the proposed Council Tax and precept increases.

The Deputy Chief Executive and City Treasurer commented that the capital financing cost was a combination of the minimum revenue provision the Council was required to make, interest repayment costs and any revenue contributions to capital. The Deputy City Treasurer advised that she would provide the Committee with details on the expected interest payment figure for 2020/21 after the meeting.

In relation to the Council's Business Plan 2020/21, some of the key points that arose from the Committees discussions were:-

- It was commented that within the Council Business Plan 2020/21, there was little reference to keeping the basics on track insomuch as the everyday services that residents relied on, which was an element of achieving the Our Manchester vision by 2025;
- In relation to the Zero Carbon Manchester corporate priority, what was the funding for this and how would scrutiny review whether this priority was being achieved;
- Was there any budget for the retrofitting of existing properties to improve their energy efficiencies and for embedding climate change commitments into Manchester's next Local Plan;
- Had there been any costed Invest to Save initiatives within the Capital Strategy to address the increasing use of private temporary accommodation by the Council;
- Of the number of affordable homes that had been built to date, how much of this had been facilitated through the release of council land;
- What was meant by the term 'target hardening' solutions for fly-tipping hotspots;
- It was requested that more granular data be provided on the number of people killed or seriously injured on Manchester's roads and was asked why there did not appear to be any road safety money beyond the next financial year;
- What steps were being taken to bridge the gap between resident and workplace wages;
- More detail was request in relation to the number of residents with no formal qualifications; and
- Was there any resource allocation for improving equality and diversity within the Council.

The Deputy Chief Executive and City Treasurer advised that the Zero Carbon Action Plan was going through a scrutiny process and part of this would include reviewing investment priorities. The Corporate Core Business Plan had some limited additional revenue funding to strengthen capacity in this area and the Capital Strategy would require decisions to be made to enable the Council to achieve its zero carbon commitments.

The Deputy Chief Executive and City Treasurer confirmed that there were additional resources going into the Local Plan work to embed the Council's climate change commitments, but acknowledged that the Council had limited resources available and over the next five years would face some challenging decisions.

The Deputy City Treasurer commented that the Council Business Plan was an overarching plan and the detail in relation to scrutinising the homelessness business plan, including the use of temporary accommodation would be considered by the Neighbourhood and Environment Scrutiny Committee. The Chair suggested that the Committee received a future report on what financial steps the Council was taking within its capital budget to improve the provision of good quality temporary accommodation within the broad geographical boundaries of the city.

The Deputy Chief Executive and City Treasurer advised that she would provide the detail on the number of affordable home built to date which had been facilitated through the release of council land to Members following the meeting.

The Director of Commercial and Operations advised that 'target hardening' solutions referred to the physical steps that would be taken to prevent fly tipping and provided an example of what this might entail.

The Director of Policy, Performance and Reform explained that the Our Manchester Local Industrial Strategy was intended to address the gap between resident and workplace wages to make for a more inclusive economy.

The Deputy Chief Executive and City Treasurer advised that there was resource allocated within the revenue budget specifically for equality and diversity. The underlying financial level of resource remained the same but there was an increase in the level of focus and capacity into this area.

In relation to the Corporate Core Budget Report 2020/21, some of the key points that arose from the Committees discussions were:-

- Could an example be given of how the Council intended to develop a more diverse workforce;
- Why was it proposed to delete 12 posts within Revenue and Benefits service which had not been filled;
- There was concern that posts within services were being held vacant for long periods of time only to then be deleted;
- It was suggested that the Council investigated the feasibility of further investment in additional public conveniences within and across the city;
- Further clarification was requested in relation to the proposal that the Council granted a lease for the non-core investment assets at Manchester Airport for a term of 275 years.

The Interim Director HROD advised that a range of activities would be looked at in relation to improving the diversity of the workforce, which would be informed by the Council's existing BAME and disabled workforce and then sent out for consultation. An external review on the Council's processes in terms of race had also been

undertaken and it was anticipated that the outcome of this review would be available for Members in spring 2020.

The Deputy Chief Executive and City Treasurer explained that there had been a number of vacant posts within the Revenue and Benefits Service which had been vacant for some time and there had been a shift of work with the roll out of Universal Credit which had reduced the workload of part of this service and due to this change the Council had taken the decision to delete these vacancies, whilst investing in the areas of the service that provided support to residents in terms of the collection of Council Tax and Business Rates.

The Strategic Director (Growth and Development) advised that the lease agreement for the non-core assets at Manchester Airport was complex and agreed to provide a detailed briefing note to the Committee.

Decision

The Committee:-

- (1) Recommends that their comments be submitted for consideration by the Executive at their meeting on 15 January 2020;
- (2) Requests that Officers provide additional information to the Committee on the following areas in a timely manner:-
 - detail of the overspends within Children's Services and Adult Social Care against their original budgets
 - the expected interest payment figure for 2020/21 in relation to the capital financing cost
 - detail on the number of affordable home built to date which had been facilitated through the release of council land
 - detail of the lease agreement for the non-core assets at Manchester Airport.
- (3) Requests a future report on what financial steps the Council is taking within its capital budget to improve the provision of good quality temporary accommodation within the broad geographical boundaries of the city, including invest to save proposals for temporary accommodation units for both homeless families and supported and semi-supported housing options to address the needs of homeless people, and young people at risk of homelessness.
- (4) Requests that Officers and the Executive Member for Finance and Human Resources investigate the feasibility of further investment in additional public conveniences within and across the city and provide a response back to the Committee or the Neighbourhoods Scrutiny Committee, in due course.

RGSC/20/3 Capital Investment Pipeline and Priorities

The Committee considered a report of the Deputy Chief Executive and City Treasurer, which provided a summary of the Council's proposed capital investment priorities, which would be included in the Capital Strategy report to Executive in February 2020.

The main points and themes within the report included:-

- Through the existing capital programme and recent policy decisions there were already a number of overarching future investment priorities, which included:-
 - The steps required to ensure the Council's capital programme met its target to at least halve its carbon output over the next five years, which would include understanding how investment could be classified in terms of carbon impact as well as financial;
 - The ongoing priority to deliver new affordable housing stock resulting in the decision to increase the delivery target from 5,000 Affordable Homes to a minimum of 6,400 Affordable Homes by March 2025;
 - A continued commitment to develop a more inclusive economy, both for the City and the Council, in order to meet the ambition set out within the Our Manchester Industrial Strategy;
 - An increasing role for the Council to look at market intervention, where the existing market outputs did not support the Council's wider aims, likely to be focussed on areas such as health and social care and particular residential and intermediate care;
 - To ensure that the Council's corporate estate was fit for purpose, particularly its leisure estate where certain assets were now nearly 20 years old;
- It was difficult to project the exact budget requirement but for the purposes of the Strategy it was proposed to include a total budget of £30m across all years of the programme for inflation, to be funded from borrowing; and
- An outline of the potential investment proposals across Council Directorates to support the Council in achieving its strategic aims.

Some of the key points that arose from the Committees discussions were:-

- What proposals, if any, was there for investment programmes for the Inclusive Economy;
- Where consideration of market interventions was being considered, was this purely to improve the Council's financial position or to also improve the Council's social value aims at the same time;
- More information was requested on the potential capital requirements for the development of supported and semi-supported housing options and also the proposal to consider the establishment of a Council owned temporary accommodation unit for homeless families;
- There was concern that there was no specific budget allocations for some of the priorities highlighted in the report, with particular reference to proposals to support homeless families and young people;
- There was concern that there was no reference within the Capital paper or pipeline to crime proofing infrastructure;
- Was there any financial provision to investigate/research potential inclusions to the Council's Capital Programme prior to business cases being developed and submitted for consideration;
- It was commented that as the Capital Programme only listed major, large scale schemes, smaller, local schemes that required investment could often get overlooked;
- What future investment was planned past 2022/23 for drainage;

- Why was there no budget line after 2020/21 for school crossings, and if we were going to continue with a school crossing programme, how would that be implemented successfully if it was not currently in the pipeline given the time necessary to identify and commission that work?
- With reference to the Highways Capital Projects, it was suggested that the priority of each programme should be identified in order to determine what percentage of the overall Highways capital programme should be allocated to individual projects;
- Clarification was sought as to what the £5.9m allocated to the Waste Contract would be used for; and
- Was there any update on the new telephony contract as there appeared to be a low amount of funding allocated to this programme of work.

The Executive Member for Finance and Human Resources advised that through the Capital Strategy Gateway process, all capital programme proposals were required to demonstrate what social value the programme intended on delivering for the city and its residents, through the use of the local workforce and supply chains.

The Executive Member for Finance and Human Resources commented that the use of market interventions would need to be determined on a case by case scenario and would not solely be taken on the grounds of improving the Council's financial position but to also improve the lives of Manchester residents.

The Deputy City Treasurer commented a number of the priorities put forward where the business cases are still being developed prior to approval and formal inclusion in the capital budget. The Executive Member for Finance and Human Resources explained that the Capital Programme was not a static programme and throughout the year would change with things added to it, removed or delayed. As such, it was not appropriate to earmark a level of funding to a particular programme without it being fully scoped.

The Chair suggested that the Committee received a further report on the potential use of the Council's capital budget on an invest to save basis to address the revenue implications of homelessness, and support Manchester residents.

The Deputy City Treasurer advised that when Directorates brought forward business cases for programmes to be included in the Capital Programme, if this required some form of investigatory/research work, this would be cost factored into the business case proposals.

The Executive Member for Finance and Human Resources acknowledged that if more resources were available, more capital investments could be made on small local schemes but as the Council only had a finite financial resource, it had to make its capital investment decisions based on and around the priority areas set by the Council.

The Executive Member for Finance and Human Resources agreed to raise the issue of future investment in drainage and on road safety with the Executive Member for Environment, Planning and Transport.

The Deputy City Treasurer advised that the £5.9million would be used to invest in new vehicles to support the Council's waste contract on an invest to save basis.

The Deputy Chief Executive and City Treasurer explained that for ICT the report only set out programmes were there had been approved spend and there was a larger piece of work around data centre, telephony and CRM system which was not reflected in the report before committee as the overall level of spend had not been fully allocated.

Decision

The Committee:-

- (1) Notes the report.
- (2) Requests that the Executive take into consideration the comments made by Members that highways safety measures (including school crossings and other traffic calming measures), plus crime proofing infrastructure are considered as part of the capital strategy.

RGSC/20/4 Draft 'Our People Plan 2020/23

The Committee considered a report of the Interim Director HR and OD, which provided an update on the development of Our People Plan 2020/23, to deliver Our People strategy.

The main points and themes within the report included:-

- The Our People strategy set out a compelling vision for a future workforce and workplace where systems, processes and cultures were fully aligned with Our Manchester behaviours and where people had the skills, opportunity and support to perform at their best;
- An overview of the draft Our People delivery plan for 2019/20; and
- A summary of key Our People achievements to date

In considering this item, the Committee also considered the report entitled Workforce Intelligence Update and Overview of Vacancies (agenda item 8). The main points and themes of this report included:-

- Absence levels had increased across the organisation and remained amongst the highest in Greater Manchester and now stood at an average of 12.72 days lost per employee in 12 months up to September 2019;
- Stress/Depression continued to account for the greatest number of days lost and was the most common reason for absence in each Directorate;
- Significant work had been undertaken over the last six months to try to address rising absence figures at both a Corporate and Directorate/Service level;
- In addition, HROD were supporting a range of "deep dive" projects in each Directorate to address specific issues;
- An overview of live capability/conduct cases across each Directorate;
- There continued to be reduction in agency spend across the Council;

- Details of the number of apprenticeships starts by the end of quarter 2 of 2019/20; and
- Details on the number of posts showing as vacant, including the numbers of those currently out to recruitment; those held as the service was currently going through a service redesign and those which were budgeted on the organisational structure but were not currently being recruited to.

Some of the key points that arose from the Committees discussions were:-

- How would the Plan look to address underperformance of employees and ensure that the number of staff that had been subjected to a prolonged period suspension during disciplinary procedures was reduced;
- It was commented that improving the organisations' approach to performance management was a central issue to any People Strategy and should not be a peripheral issue;
- It was also suggested within the Plan there needed to be a distinction between work that would be undertaken in improving the Council's disciplinary processes and performance management of staff;
- When were the outcomes of the 2019 BHeard survey and outcomes of the Independent Race Equality Review likely to be available for scrutiny;
- There was concern around the overrepresentation of BAME staff subject to disciplinary procedures;
- How often in Return to Work conversations did staff cite that their absence was connected to the stress brought on by having to cover vacant posts and what was being done about this;
- It was asked whether Officers had done any detailed analysis to investigate whether there was a correlation between the number of vacancies held in departments and the absence rates within those teams – RECOMMENDATION;
- Was there any correlation between levels of stress, anxiety and depression and individuals workloads;
- How was the Council intending on reducing the average number of days off sick from Council staff (12.5 days), compared to sector average (8.5 days);
- It was commented that conversations with their staff around work related needed to be incorporated into general working practices and not just take place when a member of staff had been off sick;
- It was suggested that within future workforce dashboards, a measurement of caseloads for those services with the highest levels of sickness absence caused by stress was taken and compared to historic average levels;
- Members commented on the importance of maintaining ongoing conversations with Trade Union representatives as they were often an invaluable source of anonymised information;
- It was queried what were the intended SMART measures to determine the success of the Our People Plan, and also how would priorities be determined;
- Concern was expressed that Directorates were holding vacant posts for significant periods of time pending restructures and clarification was sought as to how much influence HR had in the timing of restructures and how this input strategically aligned to the needs of the organisation as opposed to the desire of Directorates to achieve financial savings;

- What was the intention for the 110fte budgeted posts which were on the organisational structure but currently not being recruited to; and
- What progress was being made with the recruitment to the vacant posts within Capital Programmes as it was acknowledged that there had been difficulty filling these posts.

The Interim Director HR and OD advised that addressing underperformance and suspension of employees would be picked up the under the strand of 'Enabling and Supporting High Quality People Management' within the proposed Our People Plan, which included the priorities of improving and modernising the Council's HR policy framework and guidance and improving the organisation's approach to performance management by up-skilling managers, reviewing systems and processes and driving a more performance focused culture.

The Interim Director HR and OD acknowledged the points made around the need to make the Plan more explicit in terms of improving the Council's disciplinary processes, and performance management of staff.

The Committee was advised that it was intended to report to the Executive in the next few weeks with an overall summary of the outcomes of the BHeard survey results and then a programme of rolling out these results across the whole Council would follow.

The Executive Member for Neighbourhoods (who was the Executive lead for Equality) advised that the independent race equality review was completed in December 2019 and the outcomes of the review were initially being shared with the stakeholders, individuals and groups who participated in the review. In parallel, the Council's SMT and Executive and wider Trade Union membership would be considering the outcomes by the end of February 2020 to permit wider circulation of the outcomes.

The Head of HR Operations advised that in the past, it had not been common practice to collate the themes as to why staff had been off sick from the RTW interviews. Work undertaken in the last 18 months had been in the main to strengthen the compliance of Return to Works taking place and it had only been recently that the themes of staff absences had started to be collated.

In terms of absence levels, it was acknowledged that these had increased and the report highlighted some of the deep dive activity that was taking place to understand why absence levels had increased in various departments and what could be done to tackle this. It was acknowledged that the Council's current managing attendance policy did not fit across all the issues within service areas. From the information obtained from the deep dives, HR was intending on tailoring various approaches to managing attendance in different service areas to reduce current levels of absence.

The Interim Director HROD advised that work was already underway in reviewing the caseloads of those staff working in those services areas where there was high levels of sickness absence brought on by stress, and there was national benchmarks that these levels could be compared against. It was also reported that although it would

not resolve the issue completely, there had been significant recruitment in these service areas to try and address this issue.

The Committee was advised that it was fundamental that HR was integrated fully within corporate services and a number of processes had been strengthened to incorporate HR from the outset to provide a greater joined up approach to the development of various Council priorities and plans. The Interim Director HROD acknowledged the point of the need to have SMART measures in place to determine that the Our People Plan was being successfully implemented. It was also reported that restructures were predominantly led by the Service area and the point made around the timing of these was valid and was something that could be looked at more broadly.

The Head of HR Operations clarified that it had not yet been determined what was to happen to the 110fte budgeted posts which were on the organisational structure but not yet currently recruited to.

The Deputy Chief Executive and City Treasurer advised that the vacancies in Capital Programmes contained a number of technical skilled disciplines that had been very difficult to recruit to, in Manchester, not just to the Council. The number of vacancies in previous years had been much higher with a requirement on external consultancy staff to carry out these roles and there had been a significant amount of work, including the appointment of apprentices, graduate trainees and developing the relationships with the local universities to address the development of skills required and the vacancy rate and recruitment to these posts was monitored on a regular basis.

Decisions

The Committee:-

- (1) Notes the development of Our People Plan 2020/23.
- (2) Notes the levels of sickness absence across Directorate within the Council and the level of current vacancies across the organisation.
- (3) Recommends that HROD ask the performance team to do statistical analysis of the relationship between vacancy levels and sickness absence levels within individual teams to explore whether there is a relationship between the two.

RGSC/20/5 Workforce Intelligence Update and Overview of Vacancies

The Committee this item under the previous minute.

RGSC/20/6 Overview Report

The Committee considered a 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.

Decision

The Committee:-

- (1) Notes the report;
- (2) Agrees the work programme.

Health Scrutiny Committee

Minutes of the meeting held on 3 December 2019

Present:

Councillor Farrell – in the Chair
Councillors N. Ali, Clay, Holt, Newman, O'Neil, Riasat and Wills

Apologies: Councillor Mary Monaghan

Also present:

Councillor Craig, Executive Member for Adults, Health and Wellbeing
Councillor Ilyas, Deputy Executive Member for Adults, Health and Wellbeing
Nick Gomm, Director of Corporate Affairs, Manchester Health and Care
Commissioning (MHCC)
Stephen Gardner, Deputy Director, Single Hospital Service
Ed Dyson, Executive Director, Planning and Operations, MHCC

HSC/19/44 Minutes

Decision

To approve the minutes of the meeting held on 5 November 2019 as a correct record.

HSC/19/45 Discussion item: Health improvement interventions for LGBT communities in Manchester

This item of business was withdrawn.

HSC/19/46 Single Hospital Service Progress Report

The Committee considered the report of the Executive Director, Planning and Operations, Manchester Health and Care Commissioning and the Group Executive Director of Workforce and Corporate Business, Manchester University NHS Foundation Trust that provided an update on the latest position for the Single Hospital Service (SHS) programme since the creation of Manchester University NHS Foundation Trust (MFT) on 1 October 2017, and specifically references progress with the proposed acquisition of North Manchester General Hospital. It also provided an update on work that has taken place in the development of a proposition for the regeneration of the North Manchester site.

The Deputy Director, Single Hospital Service referred to the main points of the report which were: -

- Providing an introduction and background to the SHS;
- An update on the Integration Programme;

- An update on the North Manchester General Hospital site and progress to date;
- Information on the recent capital funding announcement; and
- Next steps.

The Committee also received an accompanying presentation entitled 'The future of the North Manchester General Hospital site - A healthcare led approach to civic regeneration'. The presentation: -

- Provided a context for the site in terms of area and population;
- Presented the case for change and a summary of the proposition to deliver a modern health and care offer;
- Described the opportunity for health to deliver wider economic and social benefits to the area;
- Outlined the financial investment required; and
- Described the approach to partnership working.

Members stated that they welcomed and fully supported the incorporation of North Manchester General Hospital (NMGH) into the Single Hospital Service. Members welcomed the proposals for the North Manchester site, noting the wider economic and social benefits that would be realised.

Members sought an assurance that the term "rationalising" of the site did not amount to a reduction of services. The Deputy Director, Single Hospital Service confirmed that the term "rationalising" referred to the better reconfiguration of the site, commenting that the current configuration of buildings were sprawling across the foot print and was not fit for purpose and this was an opportunity to rebuild a modern, coherently designed hospital. He further commented that this new hospital would also allow for consideration to be given to locate specialist services at this site, such as ophthalmology and maternity services. He added that by rationalising the hospitals' footprint would release land to develop other opportunities at the site for the benefit of residents and stimulate economic activity. He stated that the delivery of a modern build hospital would be of benefit to patients and staff, and would also deliver environmental benefits.

The Executive Director, Planning and Operations, MHCC responded to a question regarding anticipated timescales for the delivery of the new hospital by advising that it would be 8 to 10 years to complete this project. He stated that the commitment to the funding of this project had been given and this was contained within the NHS Plan.

The Deputy Director, Single Hospital Service further commented that a modern hospital would also help reduce the number of unnecessary outpatient appointments, stating that technology would be used, where appropriate to provide consultations and advice for patients in line with the NHS Long Term Plan. He further commented that this would reduce the number of journeys to the site that would impact on emissions. He further advised that discussion would be ongoing with TfGM to discuss public transport to the location.

A Member commented upon the Healthier Together Programme that had informed the redesign of specialist A&E care and emergency general surgery and requested

that an update report on this area of activity be submitted for consideration by the Committee at an appropriate time.

A Member commented that following the introduction of the Single Hospital Service the perception amongst local ward Councillors in the Wythenshawe area was that communications and dialogue between the local hospital site and Members had deteriorated. The Executive Director, Planning and Operations, MHCC acknowledged this comment and said that he would relay this to the site.

In response to a comment from a Member regarding Wythenshawe Hospital being the 'poor relation' in the Single Hospital Service model, the Deputy Director, Single Hospital Service replied that this was not the case and Wythenshawe was a major acute hospital that provided a number of specialist services at the site.

In response to a question from a Member regarding the financial savings achieved in management salaries following the introduction of the Single Hospital Service, the Deputy Director, Single Hospital Service stated that 5.1% of savings had been achieved in management salaries. He further replied to a question regarding the use of mobile units to deliver services by stating that these were used to manage capacity.

A Member commented that the public perception of NMGH had been very poor and more needed to be done to publicise the positive proposals for the area. The Executive Director, Planning and Operations, MHCC acknowledged this comment, he further added that improvements had been realised at the site and this had been recognised by the Care Quality Commission, and it was anticipated that the latest inspection report that was due would reflect this. He added that information gathered from staff feedback had indicated that staff morale at the NMGH site had continued to improve over recent years. In response to a specific question regarding comparative performance data for the site, the Deputy Director, Single Hospital Service confirmed that this was recorded and reported.

In response to a question regarding staffing and retention at North Manchester General Hospital the Deputy Director, Single Hospital Service informed the Committee that this information would be circulated following the meeting.

The Executive Member for Adults, Health and Wellbeing stated that the approach to reforming NMGH was an example of an innovative Manchester approach to delivering improved services for Manchester residents. She paid tribute to all of the staff working at the site and commented that the site had suffered from inadequate funding and poor planning by central government, adding that this had resulted in cuts to services for residents and cuts to student nurses training bursaries.

Decisions

1. To note the report and presentation.
2. To receive an update report at an appropriate time.

HSC/19/47 Overview Report

A 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.

A Member requested that following discussion of the previous agenda item an update report on the Healthier Together Programme be included on the Committee's work programme.

The Chair informed the Members that a session would be held following the close of the meeting to discuss the work programme.

Decision

To note the report and approve the work programme subject to the above comments.

Health Scrutiny Committee

Minutes of the meeting held on 7 January 2020

Present:

Councillor Farrell – in the Chair
Councillors Clay, Holt, Newman, O’Neil, Riasat and Wills

Apologies: Councillor N. Ali and Mary Monaghan

Also present:

Councillor Craig, Executive Member for Adults, Health and Wellbeing
Nick Gomm, Director of Corporate Affairs, Manchester Health and Care
Commissioning
Katy Calvin-Thomas, Deputy Chief Executive, Manchester Local Care Organisation
Laura Foster, Director of Finance, Manchester Local Care Organisation
Claire Yarwood, Chief Finance Officer, Manchester Health and Care Commissioning
Laurence Webb, Assistant Director, Inclusion, LGBT Foundation

HSC/20/01 Minutes

Decision

To approve the minutes of the meeting held on 3 December 2019 as a correct record.

HSC/20/02 Updated Financial Strategy and Budget Reports 2020/21

The Committee considered a report of the Chief Executive and the Deputy Chief Executive and City Treasurer, which provided an update on the Council’s overall financial position and set out the next steps in the budget process. In doing so, the report outlined Officer proposals for how the Council could deliver a balanced budget for 2020/21.

In conjunction to the above, the Committee also received and considered the draft Council Business Plan for 2020/21 and the Adult Social Care and Population Health Budget 2020/21.

Officers highlighted that the 2020/21 budget would be a one year roll over budget. It would reflect the fact the Council had declared a climate emergency and would also continue to reflect the priorities identified in the previous three-year budget strategy.

Taken together, the reports illustrated how the directorate would work to deliver the Our Corporate Plan and progress towards the vision set out in the Our Manchester Strategy.

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

- A fair financial settlement for Manchester and a commitment for appropriate future levels of funding to deliver social care was required from central government;
- Future reports should include how success was measured to demonstrate how pooled budget arrangements and the integration of health and social care was improving the health outcomes for residents;
- Clarification was sought on how the Transformation Fund awarded to Greater Manchester had been allocated across the authorities;
- Had Learning Disabled citizens, their families and carers been consulted with and involved in the development of the reported Learning Disability Services;
- Further information was sought on the approach to the care market and the reported potential need for capital investment to allow market intervention; and
- Concern was expressed regarding the move towards technology enabled care, commenting that this should never replace human interactions and emphasised the importance of ensuring that people's data was protected.

The Executive Member for Adults, Health and Wellbeing commented that despite the failure by central government to adequately fund social care and the pressures experienced in this area as a result of increased demand, Manchester had responded by pioneering the integration of health and social care to protect the most vulnerable people in the city. She stated that the reliance on increased Council Tax to support social care was a political decision imposed by central government and was not fair or sustainable in the long term and she called upon the government to provide a fair, long term financial settlement to deliver social care.

The Executive Member for Adults, Health and Wellbeing responded to the comments regarding technology enabled care by stating that this would be used where appropriate and never be used to replace human interaction. She commented that in an age where technology and apps were more accessible and widely used, citing for example the prevalence of smart watches that already monitored a variety of activities, future generations would be increasingly familiar with this technology and it could be used to monitor people's health where appropriate. She stated that reports on this approach could be provided to the Committee.

In response to the question regarding the capital investment into the care market, the Executive Member for Adults, Health and Wellbeing stated that the care market was a vital component of the Adult Social Care system supporting Manchester to meet statutory responsibilities and supporting Mancunians to live as independently as possible. She informed the Committee that the options for capital investment were currently in the early stages of development and the Health Scrutiny Committee would be informed of this and views sought as this work progressed.

In response to the Members question, the Executive Director of Adult Social Care confirmed that Learning Disabled citizens, their families and carers would be fully involved with and central to the co-design of the Learning Disability Plan.

The Chief Finance Officer, Manchester Health and Care Commissioning informed the Committee that the £450m Transformation Fund, allocated to Greater Manchester over a five-year period from 2016 to 2021 had been allocated to each authority based on their local population size. She stated that an evaluation of this scheme would be undertaken and this would inform lobbying for future funding. In response to a

question regarding Mental Health Services, Members were advised that this activity was provided by specific NHS funding and therefore did not form part of these budget reports.

The Director of Policy, Performance and Reform commented that measures of success would be provided in the budget reports submitted to the February 2020 meeting.

In response to a question raised by a Member in relation to dialysis services in South Manchester, the Director of Corporate Affairs, Manchester Health and Care Commissioning stated that he would follow this up following the meeting.

Decisions

The Committee recommend that their comments be submitted for consideration by the Executive at their meeting of 15 January 2020.

HSC/20/03 Discussion item: Health improvement interventions for LGBT communities in Manchester

The Committee welcomed Laurence Webb, Assistant Director, Inclusion, LGBT (lesbian, gay, bisexual and trans) Foundation who had been invited to discuss with Members specific health improvement interventions for LGBT communities in Manchester.

Mr Webb delivered a presentation to the Committee that provided an overview of the range of initiatives and projects designed to ensure the needs and experiences of the diverse LGBT community were included within the development of wide ranging services in public health and wider society. This included;

- Provided an overview and brief history of the LGBT Foundation;
- Bring Dementia Out, focusing on the needs of LGBT people affected by dementia;
- Macmillan LGBT Cancer Programme, noting that LGBT people had higher risk factors for cancer, were more likely to receive late diagnoses, and were less likely to engage with screening programmes;
- Making Smoking History LGBT Programme, noting that LGBT people were significantly more likely to smoke than the general population. Prides and LGBT spaces and events had been targeted by the tobacco industry, and smoking cessation services were underutilised by LGBT people;
- Pride in Practice, a quality assurance and social prescribing service that strengthened and developed primary care services relationships with their LGBT patients within the local community;
- Trans Programme, noting that Our Trans Programme was the first in the UK and supports upwards of 1,500 trans and non-binary people every year; and
- Demographic and equalities monitoring to be achieved by working with local organisations to ensure their data collection aligned with best practice within LGBT communities.

A Member commented that he welcomed the 'Bring Dementia Out' initiative, noting that whilst an individual's experience of dementia was different, and could affect different age groups it was important to recognise and respond to the needs of older LGBT people. Mr Webb acknowledged this comment and stated that often the perception of the LGBT community was that of young people, however it was important to recognise the needs and offer appropriate support to older people.

In response to a question from a Member regarding the current challenges to the LGBT Foundation, Mr Webb stated that they were increasingly experiencing people approaching them for assistance and advice who had complex needs, including issues around homelessness; substance misuse; domestic violence and mental health. He said that the LGBT Foundation were responding to this by working with a range of partners, including the local Mental Health Trust to provide Improving Access to Psychological Therapies.

Mr Webb further commented that it was important to recognise that despite an increased awareness of, and increased visibility of the LGBT community, it was important to acknowledge that homophobia and transphobia still existed in society and this needed to be challenged. He further commented that the trans and non-binary community experienced difficulties in accessing advice, support and health services. He advised that work was currently ongoing to address this, however due to the current commissioning process he was limited to as to the information he could currently share with the Members.

Mr Webb replied to a question from a Member regarding support for BAME, disabled and learning disabled LGBT people by commenting that it was recognised that the LGBT community is a multifaceted community and the Foundation offered a range of services and programmes to recognise and support the many different groups within the LGBT community. He further commented that work was ongoing to address racism within the LGBT community.

Members heard that Pride in Practice was a support package that enabled health professionals to effectively and confidently meet the needs of LGBT patients. In response to a question from the Chair regarding turnover of staff in GP Practices, Mr Webb confirmed that they would refresh the training as and when required and they remained a point of contact for support and advice for Practice Managers. He stated that the accreditation status was awarded for one year and Practices were then reassessed. He stated that posters were displayed in Practices to promote the LGBT Foundation telephone number to encourage people to access and contact the service.

In reply to a specific question from the Chair who asked what the Council could do to support the work of the LGBT Foundation, Mr Webb responded by stating that the Council and all of its partners should ensure that their data collection aligned with best practice within LGBT communities.

Decision

To note the presentation and thank Mr Webb for attending the meeting.

HSC/20/04 Overview Report

A 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.

Decision

To note the report and approve the work programme.

Children and Young People Scrutiny Committee

Minutes of the meeting held on 4 December 2019

Present:

Councillor Stone – in the Chair
Councillors Alijah, Cooley, Hewitson, Kilpatrick, Lovecy, McHale, Madeleine Monaghan, Reeves, Reid, Sadler and Wilson

Co-opted Voting Members:

Ms Z Derraz, Parent Governor Representative

Co-opted Non Voting Members:

Mr L Duffy, Secondary Sector Teacher Representative
Ms J Fleet, Primary Sector Teacher Representative

Also present:

Councillor Bridges, Executive Member for Children and Schools
Detective Chief Inspector Richard Eales, Greater Manchester Police (GMP)

Apologies:

Councillors Sameem Ali and T Judge
Ms S Barnwell, Parent Governor Representative
Mrs J Miles, Diocese of Salford Representative
Dr W Omara, Parent Governor Representative

CYP/19/50 New Committee Members

The Chair welcomed the new Co-opted Members of the Committee, Ms Derraz and Ms Fleet. He informed Members that a third new Co-opted Member, Ms Barnwell had sent her apologies for the meeting.

The Chair informed Members that Councillor T Judge was currently ill and that the Committee sent him their good wishes.

CYP/19/51 Minute's Silence

The Committee and all those present observed a minute's silence for Beth Morgan, Governance and Scrutiny Support Unit Officer, who had recently passed away.

CYP/19/52 Visits

The Chair reported that, as requested at a previous meeting, Members of the Committee had recently visited Barton Moss Secure Centre and Wetherby Young Offenders Institute (YOI).

A Member updated the Committee on the visit to Wetherby YOI, reporting that it was making positive changes. She informed Members about the education provision for the young people, which varied depending on their current attainment level. She advised that more needed to be done to support the transition of young people from

the YOI back into their communities and reported that Members had taken the opportunity to discuss this during the visit, including how the Council could support this work.

A Member updated the Committee on the visit to Barton Moss Secure Care Centre, informing the Committee that this was an excellent resource, which provided a caring environment with effective support and interventions. She reported that the young people were benefiting from the intensive support they received in the centre but that more consideration was needed of how the young people could continue to be supported once they left the centre and returned to their communities. Another Member highlighted the commitment of the staff working at the centre.

The Chair highlighted the number of young people who re-offended and returned to Wetherby YOI or Barton Moss Secure Care Centre and the need to break that cycle.

A Member commented that both these facilities were for boys and that the Committee should also look at female young offenders. The Chair advised that the Committee would consider this when it next received a report on Youth Justice.

CYP/19/53 Minutes

Decisions

1. To approve as a correct record the minutes of the meeting held on 6 November 2019.
2. To receive the minutes of the meetings of the Ofsted Subgroup held on 16 October 2019 and 13 November 2019.

CYP/19/54 Update on School Exclusions

The Committee received a report of the Director of Education which provided an update on exclusions data held internally in Manchester for 2018/19 and final Department for Education (DfE) published school exclusions data for 2017/18 with national comparisons.

Officers referred to the main points and themes within the report which included:

- Providing a context for school exclusions;
- Describing the widespread multi-agency consultation on the Inclusion Strategy;
- Providing information on how the Director of Education worked with both the primary strategy group and high school heads to engage with schools to focus on reducing exclusions in the city;
- Information on the Support and Challenge Board;
- Information on the Multi Agency Team Around the School;
- Describing the work to improve consistency of inclusion in mainstream schools;
- How Early Help practitioners worked with families where children experienced fixed term exclusions;

- Trauma-informed approaches;
- Summary of permanent exclusions 2018/19;
- Summary of fixed-term exclusions 2018/19;
- Permanent exclusions 2018/19 analysis; and
- Manchester comparison with national and statistical neighbours (2017/18).

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

- Were any pupils on part-time timetables and, if so, how many;
- Future plans for the Pupil Referral Unit (PRU);
- How did Manchester's data on the percentage of excluded pupils with particular characteristics compare to the national average;
- Exclusions for possessing an offensive weapon, the importance of addressing the issue of pupils bringing knives into schools and the impact of this issue on school staff;
- Exclusion of pupils from Black and Minority Ethnic (BAME) backgrounds, including children from Roma communities;
- The correlation between reductions in permanent exclusions and an increase in fixed-term exclusions; and
- Exclusion of pupils with Special Educational Needs and Disability (SEND).

The Director of Education advised the Committee that schools could use part-time timetables as a short-term intervention in agreement with parents or carers but that it should not be used to avoid an exclusion. She informed Members that the Council arranged for schools to be visited by an independent quality assurance officer and that part of this now included asking the school about the use of part-time timetables and providing the Council with data on their use. She reported that the Council would also be asking schools to inform them about every pupil they put on a part-time timetable as an intervention; however, she advised that she did not yet have complete information on the use of part-time timetables in Manchester schools, as data was still being gathered. The Executive Member for Children and Schools suggested that data on the use of part-time timetables be included in future reports.

The Director of Education reported that the Inclusion Strategy included plans to review the continuum of provision relating to the PRU and other alternative provision but that this work was still at an early stage.

The Head of School Quality Assurance and Strategic SEND reported that national figures for 2018/19 were not yet available. She informed Members that there had been 12 exclusions from Manchester schools for possessing an offensive weapon but, as this was not a category in the DfE's statistics, this could not be compared with a national average. The Executive Member for Children and Schools reported that a range of partners were working to address the issue of youth violence and suggested that the Committee receive a report on this.

The Head of School Quality Assurance and Strategic SEND advised Members that, while pupils from BAME were still disproportionately represented in exclusion figures, the degree of disproportionality had significantly reduced for many pupil groups; however, she advised that some of the figures related to small cohorts of pupils.

The Director of Education commented on the correlation between the reduction in permanent exclusions and the increase in fixed-term exclusions, advising that some pupils were now receiving fixed-term exclusions rather than a permanent exclusion which indicated that the school was still working with them to keep them within the school and avoid a permanent exclusion. She informed Members that her service was undertaking a piece of work with schools to promote a consistent level of support for pupils with SEND across Manchester schools. She reported that the Support and Challenge Board worked with schools regarding their SEND provision. She informed the Committee that her service was working to improve the timeliness of the completion of Education Health and Care Plans (EHCPs) for pupils with SEND. In response to a Member's question, the Head of School Quality Assurance and Strategic SEND informed the Committee that a breakdown of permanent and fixed-term exclusions of pupils with SEND would be included in the service's Annual SEND Report.

Decisions

1. To note the report and the reduction in permanent exclusions.
2. To note that the Committee will continue to monitor this issue through regular reports.
3. To receive a report on work to address youth violence.

[Councillor Stone declared a personal interest as a governor of the Manchester Secondary Pupil Referral Unit.]

CYP/19/55 Independent Reviewing Officer (IRO) 2018/2019 Annual Report

The Committee received a report of the Strategic Director of Children and Education Services which presented the 2018/2019 Annual Report of the Independent Reviewing Officer (IRO) Service for Our Children (Looked After Children).

Officers referred to the main points and themes within the report which included:

- Providing an introduction and background to the report;
- Describing the priorities for the IROs and the Safeguarding Improvement Unit through 2019/2020;
- The approach to practice improvement;
- Strengthening participation;
- Activities to actively seek feedback;
- Promoting stability;
- Strengthening oversight of Pathways Plans; and
- Our Manchester Permanence Practice Promise.

The Strategic Lead for Safeguarding and Practice Improvement clarified that the number of Unaccompanied Asylum Seeking Children in March 2018 was 66, not 26 as stated in the report.

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

- Whether a child's extended family could attend their Our Children Review if the parents were not attending;
- What support was available to family members or other carers who were looking after a child through a Special Guardianship Order (SGO), particularly grandparents or other older family members; and
- The reduction in the number of children visited by their IRO and what the figures were for children under the age of 12.

The Strategic Lead for Safeguarding and Practice Improvement informed Members that the views of the young person were centred in their review so, if they wanted a member of their extended family to attend, the IRO would do their utmost to enable that to happen.

The Deputy Director of Children's Services informed the Committee that every child who was subject to an SGO had an SGO Support Plan, tailored to the needs of the child and, where applicable, to the needs of the carer. The Executive Member for Children and Schools acknowledged that SGOs could require a different type of support from fostering and he suggested that he meet with Councillor Cooley, who had raised this issue, and relevant officers to discuss this further.

The Acting Service Lead (Safeguarding Improvement Unit) reported that the service did not currently have IRO visit figures broken down by whether the children were under or over the age of 12 but that they would look at this. She informed Members that the service was using different methods to engage with children who did not want to meet with their IRO, such as the Mind Of My Own app, and would continue to identify ways to better engage with Our Children.

The Executive Member for Children and Schools encouraged Members to attend the Corporate Parenting Panel's meetings and informed them that the Corporate Parenting Strategy was currently being reviewed.

Decision

To receive a progress report in six months' time which provides an update in relation to the service position on driving permanence and practice improvement.

CYP/19/56 Manchester Safeguarding Partnership

The Committee received a report of the Strategic Director of Children and Education Services which provided an update to the report and presentation to the Committee on 5 February 2019, which had outlined the proposals to respond to the statutory guidance contained in Chapter 4, Working Together 2018 Improving Child Protection and Safeguarding Practice for Children and Young People. It detailed the progress since February 2019, the new arrangements and plans to continue this work.

Officers referred to the main points and themes within the report which included:

- Describing the legislative requirement for change;
- Describing the Manchester Safeguarding Partnership's vision;
- Describing the key activities and events since February 2019;
- Information on the Manchester Safeguarding Partnership structure;
- Information on the various established subgroups and their remits;
- An update on business planning;
- Moving forward; and
- Review of new arrangements.

A Member informed the Committee about the recent visit to the Complex Safeguarding Hub, which some Committee Members had attended. She reported that Members had been impressed with the way it was working as a multi-agency team and the level of information staff had been able to provide in response to Members' questions. She welcomed the work taking place to disrupt activity relating to the exploitation of young people and to support the prosecution of perpetrators. She also highlighted the innovative work of the Achieving Change Together programme, which enabled young people to develop strategies to safely remain in their own communities.

Other points that arose from the Committee's discussions included:

- How well the Liquid Logic case management and reporting system was working in practice; and
- How young people who went missing from home were dealt with.

The Strategic Lead (Complex Safeguarding) outlined how the Achieving Change Together programme worked and highlighted some of its key principles, including enabling a young person to develop one trusted relationship with a member of staff, understanding all elements of the young person's life and enabling the young people to see that they could set and achieve goals. She advised Members that her service was assessing the impact of the programme.

The Deputy Director of Children's Services assured Members that the issues which had arisen with the transition to Liquid Logic were all ones which had been anticipated and planned for.

The Strategic Head of Early Help reported that having a co-located team at the Complex Safeguarding Hub of police officers, social workers and voluntary and community sector (VCS) partners facilitated the response to young people who went missing from home. The Strategic Lead (Complex Safeguarding) informed Members about work to update the Greater Manchester Missing From Home guidance, including consideration of the definitions of absent and missing. She advised the Committee that this included consideration of the appropriate processes for 16 and 17 year olds in the care of the local authority who were going off to spend time with their family where the family were not considered to currently present a high risk to them. Detective Chief Inspector Eales from GMP outlined how GMP dealt with missing from home reports, including risk assessing each case, having officers allocated to dealing with missing from home cases and working with partners to understand why that young person might have gone missing and how the case could be quickly progressed. He advised Members that high risk cases would be reviewed

by a Detective Inspector and hourly reviews would be carried out to ensure that everything was being done to ensure the young person was found and safely returned.

The Executive Member for Children and Schools informed Members about the feedback from the two peer reviews of the Complex Safeguarding Hub, highlighting the positive feedback on GMP's role. He welcomed that the Committee had regularly scrutinised the work of the Complex Safeguarding Hub and suggested that it would be useful for them to continue to do so.

Decision

To recognise the progress that continues to be made in respect of the Complex Safeguarding Hub and the response to Child Sexual Exploitation and for the 2019/20 annual Complex Safeguarding Report to have an emphasis on quality of practice and impact.

CYP/19/57 Overview Report

A report of the Governance and Scrutiny Support Unit was submitted. The overview report contained key decisions within the Committee's remit, responses to previous recommendations and the Committee's work programme, which the Committee was asked to approve.

Decision

To note the report and agree the work programme.

Children and Young People Scrutiny Committee

Minutes of the meeting held on 8 January 2020

Present:

Councillor Stone – in the Chair
Councillors Sameem Ali, Cooley, Hewitson, T Judge, Kilpatrick, Lovecy, Reeves, Reid and Wilson

Co-opted Voting Members:

Ms Z Derraz, Parent Governor Representative
Ms S Barnwell, Parent Governor Representative
Mrs J Miles, Diocese of Salford Representative
Dr W Omara, Parent Governor Representative

Co-opted Non Voting Members:

Mr L Duffy, Secondary Sector Teacher Representative
Ms J Fleet, Primary Sector Teacher Representative

Also present:

Councillor Bridges, Executive Member for Children and Schools
John Rowlands, Greater Manchester Academies Trust

Apologies:

Councillors Alijah, McHale, Madeleine Monaghan and Sadler

CYP/20/01 Minute's Silence – Councillor Harland

The Committee held a minute's silence for Councillor Andy Harland, who had recently passed away.

CYP/20/02 Minutes

Decision

To approve as a correct record the minutes of the meeting held on 4 December 2019.

CYP/20/03 Updated Financial Strategy and Budget Reports 2020/21

The Committee considered a report of the Chief Executive and the Deputy Chief Executive and City Treasurer, which provided an update on the Council's overall financial position and set out the next steps in the budget process. In doing so, the report outlined officer proposals for how the Council could deliver a balanced budget for 2020/21.

In conjunction with the above, the Committee also received and considered the draft Council Business Plan for 2020/21 and the Children and Education Services Budget 2020/21.

Officers highlighted that the 2020/21 budget would be a one year roll over budget. It would reflect the fact the Council had declared a climate emergency and would also continue to reflect the priorities identified in the previous three-year budget strategy.

Taken together, the reports illustrated how the directorate would work to deliver the Our Corporate Plan and progress towards the vision set out in the Our Manchester Strategy.

The Executive Member for Children and Schools informed Members of the context of the budget proposals, reporting that children's services were under pressure across the country with the Local Government Association (LGA) reporting a 140% increase in demand nationally, while funding had reduced. He reported that the child population in Manchester had increased significantly, creating increased budget pressures, but that the Council had made investing in children's services a priority. He drew Members' attention to some of the key proposals within the report.

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

- The reliance on the social care reserve to fund services and was the Council lobbying the government for more funding;
- The volatility of the budget;
- The commissioning strategy for placements;
- Recruitment and retention of Social Workers;
- Whether there was a tipping point at which so many maintained schools had converted to academies that it was no longer financial viable for the Council to support the remaining maintained schools;
- The reduction in the number of adoptions in 2018/19; and
- Plans to remove the Council's funding to the Manchester Foundation Trust (MFT) for Child and Adolescent Mental Health Services (CAMHS) and to use the funding to support the development of provision for children with high and complex needs, recommending that the Committee should consider these issues at a future meeting.

The Head of Finance advised Members that the social care reserve was being used over a three year period. She reported that this spending was not sustainable and that, while efficiencies were expected to be made, they would not be sufficient to fund services once the reserves had been used. She reported that this approach was being taken with the expectation that the national government would produce a longer-term budget strategy to address the pressures councils across the country were facing in funding children's services. She informed Members that the Council was lobbying the government in relation to the Fair Funding Formula. The Chair advised Members to continue to lobby the government for additional funding.

The Strategic Director of Children and Education Services advised Members that the level of need for children's services was volatile and there were some aspects which could not be predicted, such as the number of Unaccompanied Asylum Seeking Children arriving in the city; however, he reported that officers had assessed as far as possible the expected level of demand, for example, looking at known factors such as population growth and making assumptions based on previous data and information from comparable councils. He informed the Committee that the service

was as confident as it could be about the expected level of demand and the impact of the service's strategies. He advised Members that the Sufficiency Strategy was central to the service's spending and he suggested that the Committee consider a report on this at a future meeting, to which the Chair agreed.

The Strategic Director of Children and Education Services drew Members' attention to the information in the report on work to improve the recruitment and retention of Social Workers. He advised the Committee that Social Workers tended to make decisions about whether to continue with their career in Social Work once they had been in the role for two years so the Council was looking into putting in place some measures to encourage the staff to stay in the role and continue to develop. He reported that another priority was to retain the service's experienced Senior Social Workers and support their development and further progression into management roles. He advised Members that, while some turnover of staff was healthy, retaining permanent staff was important to enable relationship-building and to support the stability of the practice model.

The Director of Education informed Members that a lot of the funding in the central block of the Dedicated Schools Grant (DSG) funded the Council's duties relating to all schools, including academies, for example funding the Admissions Service, although the Council did receive some funding for duties specifically relating to maintained schools. She informed Members that only 35% of Manchester schools were academies and there were not currently many maintained schools converting to academies. Therefore, she advised Members that officers were not currently concerned about reaching a tipping point where it would be difficult to support a small number of remaining maintained schools, although there was a possibility that the new government could introduce legislation which would change this.

The Strategic Director of Children and Education Services advised the Committee that there had been a reduction in the number of adoptions nationally due to a number of factors and outlined how the Council was working as part of the regional adoption agency Adoption Counts to place children with adoptive parents; however, he advised that the Council's Permanence Strategy was not only about adoption but about giving children emotional, physical, legal and psychological permanence through a range of methods, highlighting that the number of children achieving permanence through a Special Guardianship Order had increased significantly.

Decisions

1. To support the strategy set out in the reports and to ask the Executive and the Council to continue to lobby the government for extra resources for schools and children's services.
2. To note that the Committee will receive further information at its February meeting.
3. To consider the impact of the Council removing its funding for Child and Adolescent Mental Health Services (CAMHS) at a future meeting.
4. To receive a report on the Sufficiency Strategy.

5. To consider the provision of placements for children with high and complex needs in a future report.
6. To continue to monitor work to achieve permanence for children, including through the Corporate Parenting Panel.

CYP/20/04 The Manchester Inclusion Strategy – Preventing Exclusion and Supporting Children and Young People to Thrive Implementation Update

The Committee received a report of the Strategic Director of Children and Education Services which provided a further update on the Manchester Inclusion Strategy which was formally launched in November 2019. The report provided a brief overview of activities to implement the strategy and provided more detail on the Every Child Project. The report also provided information about the Strategy Steering Group and key areas of work going forward.

Officers referred to the main points and themes within the report which included:

- Strategy Launch Event;
- Inclusion Strategy Implementation Plan and Steering Group; and
- The Every Child Project.

John Rowlands from the Greater Manchester Academies Trust provided the Committee with further information on the Every Child Project, which was one of the strands of the Manchester Inclusion Strategy implementation plan and was initially focusing on growing the understanding and meeting the capability needs of all Year 7 pupils across nine secondary schools in the city.

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

- That the reduction in exclusions in Manchester, while exclusions nationally were increasing, demonstrated that the strategy was already having a positive effect;
- What was new in this strategy that was not being done before;
- The positive impact of the UNICEF Rights Respecting Award;
- Behaviour management issues in primary schools, the need to support children through the transition from primary school to secondary school and whether primary schools should be involved in the Every Child Project;
- The importance of supporting young people post-16 in order to prevent them from becoming Not in Employment, Education or Training (NEET); and
- To welcome that academies, as well as maintained schools, were engaging in this work.

The Executive Member for Children and Schools informed Members that the Inclusion Strategy was not just a Council Strategy and was not a single piece of work. He advised that what was new about the strategy was that it brought together all the different work which was taking place to address this issue. John Rowlands reported that schools were not just looking at the data but were now talking about the

broader context, including what had led to a child's previous exclusions, what strategies could be put in place to support the child and what could be learnt and improved from looking at earlier behaviours.

The Virtual School Head advised Members that the Every Child Project was one element of a multi-faceted strategy which was building on excellent work which was already taking place within Manchester. She informed the Committee that work was taking place to look at the primary sector and the transition from primary to secondary school. She acknowledged the importance of supporting young people post-16, reporting that the Virtual School was already working to address this for Our Young People (Looked After Children and Care Leavers). She highlighted that the Inclusion Strategy steering group included representatives of post-16 institutions.

John Rowlands advised Members that the Inclusion Strategy considered the whole of the child's life rather than taking their behaviour in school in isolation and looked at what could be done to address any issues the child's family were experiencing. He reported that this involved identifying assets in, for example, the community, primary schools and the child's family and how these could be used, such as utilising parents' knowledge of their child and treating them as an equal partner. He recognised the importance of work in primary schools, for example, in addressing the impact of poverty and deprivation on literacy levels, and advised that he welcomed the opportunity for further work with primary schools and work to improve the transition from primary school to high school. He also outlined how his school, Manchester Communication Academy, was working with local feeder primary schools through their Family Zone, tracking pupils from age 5 to 16, sharing resources and intelligence and taking a co-ordinated approach, for example, where siblings were in different schools. The Director of Education outlined how locality working would be used to promote inclusion, with a range of agencies working together to address the issues within their area. In response to a Member's question, the Strategic Director of Education and Children's Services reported that a future report on locality working would provide further information on how the work of services such as Early Help and Early Years and other agencies would be brought together.

The Chair encouraged Members to attend the briefing on the new Ofsted Framework which was due to take place on 22 January 2020.

Decisions

1. To receive a further report in 12 months' time on how this work is progressing, linked in with the 2019/2020 figures on the number of permanent and fixed-term exclusions.
2. To invite a representative from the primary sector next time the Inclusion Strategy is considered.

CYP/20/05 Out of School Settings

The Committee received a report of the Director of Education which provided an update on the DfE (Department for Education) Pilot Project on Out of School Settings which aimed to support local authorities to test approaches to mapping,

identifying and intervening in out of school settings, improve understanding of risks and intervention approaches in out of school settings and consider how existing legal powers could be best utilised and identify any gaps in the current legislative framework.

Officers referred to the main points and themes within the report which included:

- Manchester Award for Supplementary Schools;
- Pilot DfE Project on Out of School Settings and building on successes through the pilot;
- Legislation;
- Initial mapping of out of school settings;
- Safeguarding arrangements in Manchester;
- Training for out of school settings providers;
- National concerns and the Council's responses;
- Findings to date; and
- Strengths and challenges in Manchester.

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

- To welcome the work that had taken place in Manchester on out of school settings over many years, noting that this had enabled the Council to take part in the DfE's pilot project;
- To welcome the benefits to children of being able to participate in a wide range of out of school activities, while recognising the challenges this presented in ensuring there were appropriate safeguarding procedures in place;
- Request for further information on the Safe After School campaign;
- The information that was available on a ward basis;
- Whether the good practice in Manchester could be shared with other Greater Manchester authorities; and
- The legal powers available to the Council, noting the limits of these powers and also the challenge of different legislation being the responsibility of different services.

The Safeguarding Lead for Education reported that the Safe After School campaign aimed to raise the awareness of parents and communities about safeguarding in out of schools settings so that parents who were planning to send their child to an out of school setting knew the right questions to ask to check that appropriate safeguarding measures were in place. She reported that a range of resources were being developed including flyers to be delivered to schools, libraries and other venues, as well as being available electronically. She advised that, once these were ready, she would also circulate them to Members of the Committee. She confirmed that the Youth Engagement Team had mapped all provision that they were aware of in each ward, including supplementary schools, and offered to circulate this to Members. The Executive Member for Children and Schools supported a Member's suggestion that officers liaise with Neighbourhood Managers to gather information on out of school settings in particular wards and to progress information-sharing through Ward

Co-ordination. The Chair welcomed the proposal to share information with Ward Councillors through Ward Co-ordination. He advised any Member with concerns or information about a setting in their ward to raise this directly with officers. A Member suggested that this information could also be shared with schools and that schools could gather information by asking parents what out of school activities their child took part in.

The Safeguarding Lead for Education informed Members that the DfE was keen for learning and good practice to be shared and that the Council had already been sharing good practice on out of school settings with some other Greater Manchester councils, as well as using some work which Rochdale Council had already done to develop the 'Safe After School' campaign. The Executive Member for Children and Schools reported that he, the Strategic Director of Children and Education Services and the Director of Education were involved in the Greater Manchester Children's Board and would share this work through that and other appropriate forums.

The Safeguarding Lead for Education reported that there were some gaps in the legal powers available to her team but that, if there was a concern about safeguarding, they would use these powers, working with partners as appropriate. She advised Members that her team had good relationships with a number of partners and that being part of the pilot project had enabled them to strengthen and develop these relationships. The Strategic Director for Children and Education Services informed the Committee that the DfE pilot should seek to answer the question of whether more legislative powers were needed in this area.

In response to a Member's question, the Safeguarding Lead for Education informed Members that the number of children in Elective Home Education (EHE) had increased in Manchester and nationally. She advised the Committee that her team was using positive engagement to work with families who were home educating, as their legal powers were limited. She reported that a lot of families who home educated used out of school settings and provided her team with information on these settings. The Executive Member for Children and Schools advised Members that the Council would prefer a stronger legislative framework for EHE.

Decisions

1. To note the report.
2. To welcome that information would be shared through Ward Co-ordination.
3. To recommend that Members lobby the government to improve legislation relating to supplementary schools and Elective Home Education (EHE).

CYP/20/06 Delivering the Our Manchester Strategy

The Committee received a report of the Executive Member for Children and Schools which provided an overview of work undertaken and progress towards the delivery of the Council's priorities as set out in the Our Manchester Strategy for those areas within the portfolio of the Executive Member for Children and Schools.

The Executive Member for Children and Schools referred to the main points and themes within the report which included:

- Leaving Care Service;
- Inclusion Strategy;
- Special Educational Needs and Disability (SEND);
- Early Years;
- Budget and staffing;
- Poverty and homelessness;
- Complex safeguarding;
- Young carers; and
- Climate change.

In response to a Member's question, the Executive Member for Children and Schools informed Members about work to expand school places for children with SEND, advising that this work was still ongoing.

A Member welcomed that the report included information on work to address climate change. She advised that the Council should provide more leadership to schools on this issue and requested that further information on this be provided in a future report. The Executive Member for Children and Schools reported that tackling climate change was a shared responsibility, not just the responsibility of the Executive Member for Environment, Planning and Transport, and highlighted how the relevant Executive Members were working together on a Young Person's Summit on this issue which was focused on taking action. He reported that the Director of Education had met with the Manchester Climate Change Agency and had asked them to work with schools on some specific aspects of this.

In response to a Member's question, the Executive Member for Children and Schools reported that homeless families and families who were at risk of homelessness were key issues of concern for him and that increased focus was being given to addressing these issues.

Decision

To thank the Executive Member for Children and Schools for his report.

CYP/20/07 Overview Report

A report of the Governance and Scrutiny Support Unit was submitted. The overview report contained key decisions within the Committee's remit, responses to previous recommendations and the Committee's work programme, which the Committee was asked to approve.

Decision

To note the report and agree the work programme, subject to the additional items agreed at the meeting under previous items of business.

Neighbourhoods and Environment Scrutiny Committee

Minutes of the meeting held on 4 December 2019

Present:

Councillor Igbon – in the Chair
Councillors Appleby, Butt, Flanagan, Hassan, Hughes, Jeavons, Kilpatrick, Lynch, Lyons, Razaq, Strong, Whiston, White and Wright

Apologies: Azra Ali, Harland and Sadler

Also present:

Councillor Akbar, Executive Member for Neighbourhoods
Councillor Stogia, Executive Member for Environment, Planning and Transport
Councillor Richards, Executive Member for Housing and Regeneration
Councillor Reid, Ward Councillor for Gorton and Abbey Hey
Anna Collins, Head of Sustainable Journeys, Transport for Greater Manchester
Nick Roberts, Head of Services & Commercial Development, Transport for Greater Manchester

NESC/19/48 Minutes silence for the victims of the London Bridge terrorist attack

The Committee and all those present observed a minute's silence for the victims and families of the recent London Bridge terrorist attack.

NESC/19/49 Minutes

Decision

To approve the minutes of the meeting held on 6 November 2019 as a correct record.

NESC/19/50 Improving Journeys to and from school including an update on Red and Amber School Crossings

The Committee considered the report of the Strategic Director (Neighbourhoods) that provided an overview of the work being carried out to improve journeys to and from school. This included opportunities for children and schools to encourage reduced use of the car for school journeys and to encourage alternative modes of active travel, activities to reduce idling and an update on the provision of school buses, including for those children with education, health and care plans. The report also provided an update on Red and Amber School Crossing Improvements.

The Executive Member for Environment, Planning and Transport referred to the main points and themes within the report which included: -

- Describing the activities to promote active travel and to address vehicle idling near or outside schools;
- Information on Road Safety Week;
- Information on Red Routes;
- Information on activities undertaken during Clean Air week;
- Activities to address vehicle idling;
- The provision of school buses and travel passes; and
- Red and Amber School Crossing Improvements Update.

The Committee heard from the Neighbourhood Team Lead, South Neighbourhood Team who described the activities delivered in the Sharston ward area to promote active travel to schools and improve the school journey. He described that this had arisen in response to the increased levels of obesity in school children. He also explained that local schools had worked with a range of local services and partners to deliver an activity day in the local park. He described one of the initiatives had been to encourage children to undertake a survey of their route to school to help improve their journey. He said that the issues they had identified as being of concern to them were litter and irresponsible parking.

A Member of the Committee, who was a ward councillor for the area discussed, commended the excellent work that had been delivered with young people, despite the restraints on budgets. He said that it was very important to engage with and listen to the views of young people to better understand their concerns. He stated that improving the journey to schools for young people was not simply a Highways issue and required a multi service and multi-agency response.

The Chair acknowledged the comments and stated that there were a number of good examples across other wards of similar projects and these examples of good practice should be shared with all Councillors to help support and initiate this activity, adding that all schools should be encouraged to deliver similar projects.

Councillor Reid, Ward Councillor for Gorton and Abbey Hey and former Chair of the Road Safety Around Schools Task and Finish Group addressed the Committee. She stated that she welcomed the reported progress in delivering improvements to road safety. She stated that Members would benefit from a comprehensive list of all road safety improvement works delivered and if possible, provided with before and after photographs. This recommendation was supported by the Committee. Officers responded by stating this would be provided.

The Committee then heard from representatives from TfGM (Transport for Greater Manchester) who provided Members with an overview and statistics relating to the delivery of bus services to and from schools across Manchester; the approach to travel passes and activities to promote active travel and improving air quality. Noting the budgetary pressures and challenges to deliver this service; noting the significant growth in the student population over recent years; the large number of feeder schools into secondary provision and the complex nature of the bus network across the city.

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

- Consideration needed to be given to planning school bus routes, noting that some routes had been withdrawn following the start of the September term;
- What enforcement action was taken to address vehicle idling;
- What schools would benefit from Red Routes, which means that all vehicles (except buses) would not be allowed to stop where there were red lines; and
- Consideration should be given to purchasing and trialling the use of mobile portable bollards that could be used to prevent parking on pathways and zigzag road markings in identified hotspots outside of schools.

In response to a question regarding Red Routes, the Head of Design, Commissioning and PMO stated that the initial take up of this offer from schools had been low. He stated that schools would be canvassed again to enquire if they would be interested in implementing this at their school.

The Chair commented that an ongoing frustration for Members was inaccuracies within the list of schools provided and corresponding wards in which they were listed as being located. The Chair recommended that officers from the Education Department liaise with the Highways Department to ensure the records were current and accurate. Officers representing the Education Department gave an assurance that this would be done.

The Executive Member for Environment, Planning and Transport acknowledged the suggestion of purchasing and trialling the use of portable bollards. She stated that contractors could be encouraged to discharge their Social Value obligations to contribute to the purchasing of these. She stated this would be looked into and information on how this could be developed further would be provided to the Committee.

The Executive Member for Environment, Planning and Transport informed the Committee that a lot of action had been undertaken by schools to raise awareness amongst parents and carers in regard to the impact and harm resulting from vehicle idling, such as providing written information and discussing this at parent evenings and other appropriate opportunities.

The Chair concluded that Manchester Council had committed significant investment to improve road safety for the children living in the city and more needed to be done to publicise this positive story.

Decisions

The Committee;

1. Recommend that the Executive Member for Environment, Planning and Transport gives consideration to purchasing and trialling the use of mobile portable bollards to prevent parking on pathways and zigzag road markings in identified hotspots outside of schools;
2. Recommend that the Education Department liaise with the Highways Department to ensure the lists of schools and wards in which they are located in are accurate.

3. Recommend that information detailing the road safety improvements works completed in each ward is circulated to all relevant ward Councillors, with photographs provided, if available.

NESC/19/51 Compliance and Enforcement Service - Performance in 2018/19

The Committee considered the report of the Strategic Director (Neighbourhoods) that provided an update on demand for and performance of the Compliance and Enforcement service during 2018/19. As requested by the Committee, the report also provides information on the activities undertaken around enforcement in relation to commercial waste enforcement, unlicensed drinking establishments, shisha businesses and management of waste associated with licensed Houses in Multiple Occupation (HMOs).

The Head of Compliance, Enforcement and Community Safety referred to the main points and themes within the report which included: -

- Providing a description of the various teams that made up the Compliance and Enforcement services;
- Information on the demand for services and comparative data;
- Various case studies to demonstrate enforcement activity;
- Describing proactive and project work across the city;
- Information on formal enforcement action including data on successful prosecutions by type of activity; and
- The approach to HMO Licensing and waste.

The Head of Compliance, Enforcement and Community Safety informed the Committee that there was a correction to a figure presented in paragraph 2.7 of the report. She advised that the figure of 3389 should be corrected to 3627.

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

- Members welcomed the report and paid tribute to all of the staff delivering this important service on behalf of residents, in particular the Out Of Hours service;
- Acknowledging the proactive way in which the service deals with issues, and the importance of this in the context of budget reductions;
- Welcoming the inclusion of case studies, however requesting that where appropriate more detail be included in future reports and requesting that Members should be made aware of successes in advance of them being used as examples in reports;
- What could be done to assist those residents wishing to report illegal drinking establishments, noting that it was not always obvious as to which responsible authority would be responsible to address such issues;
- In regard to housing compliance, what legislation was used by officers to remedy housing issues that tenants experienced;
- What was the approach to using informal action rather than formal enforcement action;

- What action could be taken to address ambient noise, noting that the introduction of temporary 5G masts had resulted in an increase in incidents of this;
- How many notices had been served on builders, utilities companies and those contractors employed by the Council who operated outside of their permitted hours; and
- Further information was sought on the reported prosecutions of HMOs.

The Head of Compliance, Enforcement and Community Safety acknowledged the positive comments from the Committee and stated that this would be relayed to the staff.

In response to the question regarding how members of the public could report issues associated with illegal drinking establishments, the Head of Compliance, Enforcement and Community Safety stated that the most important thing was to inform the service, as residents were the most important source of information when dealing with this type of issue. She added that if a complaint or information was received and the LOOH team was not able to resolve the issue they would liaise with relevant partners to coordinate an appropriate response.

She noted the comment from a Member regarding the automated message when ringing the Out of Hours Team and stated that this was a corporate message and she would speak to colleagues in the Communications Team to enquire if this could be refined and also the options to promote this service using social media. She further welcomed the offers of assistance from Members to review the information available to residents in regard to reporting information.

The Head of Compliance, Enforcement and Community Safety noted the comment from a Member regarding not receiving information on enforcement activity in his ward. She stated that all Members should receive information on this type of activity via their regular ward reports. She stated that she would look into this issue to ensure this was communicated in a timely manner.

In response to the enquiry regarding the approach to using informal action, the Head of Compliance, Enforcement and Community Safety stated that this would be used to resolve issues where ever possible, however if this did not resolve an issue it would be escalated to formal enforcement action. In response to the specific enquires from Members regarding HMO prosecutions; ambient noise and the numbers of notices served on builders, utilities companies and those contractors employed by the Council who operated outside of their permitted hours, she stated that this information would be provided to the Committee following the meeting.

The Executive Member for Housing and Regeneration informed the Committee that the most appropriate legislation would be used to ensure disrepair issues experienced by tenants were resolved as quickly as possible. She encouraged Members to contact her if they had specific concerns where they believed this had not been the case.

The Executive Member for Neighbourhoods commented on the examples provided of seizures of tobacco. He stated that whilst some may appear to be relatively small

quantities it was important to recognise that this activity was illegal and harmed communities and this criminal activity would not be tolerated.

Decision

To note the report.

[Councillor Appleby declared a personal and non-prejudicial interest as her partner is employed by Biffa.]

NESC/19/52 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.

Members recommended that the 'Greater Manchester Clean Air Plan – Update' report should be considered at the January meeting; the 'Planning and Compliance' report to be moved from the January 2020 meeting to the February 2020 meeting; and the 'Update on Selective Licensing Schemes' report be moved to the March 2020 meeting.

The Chair noted that the items listed for the January 2020 meeting titled 'Scheme Review – Princess Road / Princess Parkway' should be provided as a report for information, and due to time constraints on the Committee may not be debated.

Cllr Wright, Chair of the Climate Change Subgroup recommended that Cllrs Hassan and Lynch be appointed as members of the Subgroup. This recommendation was endorsed by the Committee.

Decisions

1. The Committee notes the report and approves the work programme subject to the above amendments.
2. To appoint Councillors Hassan and Lynch as members of the Climate Change Subgroup.

Neighbourhoods and Environment Scrutiny Committee

Minutes of the meeting held on 8 January 2020

Present:

Councillor Igbon – in the Chair
Councillors Azra Ali, Appleby, Butt, Flanagan, Hassan, Hughes, Jeavons, Kilpatrick, Lynch, Lyons, Razaq, Whiston, White and Wright

Apologies: Councillor Sadler

Also present:

Councillor S Murphy, Deputy Leader
Councillor Akbar, Executive Member for Neighbourhoods
Councillor Stogia, Executive Member for Environment, Planning and Transport
Councillor Reid, Ward Member for Gorton and Abbey Hey
Marc Hudson, Climate Emergency Manchester
Megan Black, Head of Logistics and Environment, Transport for Greater Manchester
Stephen Bergquist, Community Engagement Manager (North West), Canal and River Trust
Hilary Wood, My Wild City, The Wildlife Trust
Julie Ryan, Friends of Ryebank Fields
Tara Parry, Friends of Ryebank Fields

NESC/20/01 Minutes silence in memory of Councillor Harland

The Committee and all those present observed a minute's silence in remembrance of Councillor Harland.

NESC/20/02 Urgent Business – Changes to Household Recycling Centres

The Chair introduced an item of Urgent Business by inviting the Executive Member for Neighbourhoods to address the Committee on the reported changes to be introduced at Household Waste and Recycling Centres.

The Executive Member for Neighbourhoods informed the Members that the changes had been introduced by the GMCA who are the Waste Disposal authority for 9 authorities within Greater Manchester to stop the illegal use of household waste recycling centres by traders and other businesses; help businesses understand their legal obligations when disposing of waste and help monitor visitor numbers to stop illegal use by traders. Members were reminded that it was illegal to dispose of trade or business waste at any household waste recycling centres. Household waste recycling centres were only for residents to dispose of their household waste.

To deter traders Household Recycling Centres would be introducing limits on the number of times centres could be used by residents of Greater Manchester (excluding Wigan) each year, dependent on the type of vehicle used. Automatic

number plate recognition systems and new access restrictions at all household waste recycling centres would help monitor visitors and identify illegal use.

The Committee heard from Councillor Reid, Ward Member for Gorton and Abbey Hey who stated that there was an area within her ward that had been blighted by fly tipping. She expressed her concerns that the changes proposed would increase incidents of fly tipping and Members should have been informed of these changes in advance of any press reports.

The Executive Member for Neighbourhoods stated that he was aware of the issues in the Gorton and Abbey Hey area raised by Councillor Reid and informed Members that fly tipping hotspots continue to be targeted for enforcement action taken against identified perpetrators.

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

- Condemning the recent violent attack on a member of staff by a member of the public at the Longley Lane Recycling Centre;
- Members expressed disappointment that they had not been made aware of the changes until this had been reported in the Manchester Evening News and contact from concerned residents;
- Communication with Members in relation to any service change needed to be improved, and provided regardless of the time of year or periods of purdah;
- The Executive Member for Neighbourhoods and/or Officers should have addressed some of the inaccuracies within the press reporting;
- Staff at the Reliance Street Centre had been witnessed facilitating the disposal of trade waste and they should be instructed to cease this immediately;
- The vehicle registration of these trade vehicles attending Reliance Street and disposing of waste illegally should be recorded and passed to the Environment Agency to pursue an investigation and prosecution; and
- Would the changes to the service be reviewed.

The Strategic Lead, Waste, Recycling and Street Cleansing informed the Committee that a Subgroup had been established to monitor the implementation and impact of the revised service. Members recommended that an evaluation report of the revised service be submitted for consideration at the Committee's September 2020 meeting. Members further recommended that information on the communications framework, including that during periods of purdah be provided to the Committee at an appropriate time.

The Executive Member for Neighbourhoods acknowledged the comments regarding communication with Members.

The Executive Member for Neighbourhoods made reference to the recent violent attack on a member of staff at the Longley Lane Recycling Centre. He stated that this criminal act was unacceptable and the health and safety of all staff working at these sites was paramount. He informed the Committee that pending full training following this incident, staff had been advised not to challenge members of the public. He stated this decision had been taken in consultation with the Trade Unions.

Decisions

The Committee;

1. Recommended that an evaluation report on the revised service be submitted for consideration at the Committee's September 2020 meeting.
2. Recommended that information on the communications framework, including that during periods of purdah be provided to all scrutiny committees at an appropriate time.

[Councillor Appleby declared a personal and non-prejudicial interest as her partner is employed by Biffa.]

NESC/20/03 Minutes

Decision

To approve the minutes of the meeting held on 4 December 2019 as a correct record.

NESC/20/04 Updated Financial Strategy and Budget Reports 2020/21 (Cllr Flanagan in the Chair during consideration of the Homelessness Budget 2020/21 report)

The Committee considered a report of the Chief Executive and the Deputy Chief Executive and City Treasurer, which provided an update on the Council's overall financial position and set out the next steps in the budget process. In doing so, the report outlined Officer proposals for how the Council could deliver a balanced budget for 2020/21.

In conjunction to the above, the Committee also received and considered the draft Council Business Plan for 2020/21, the Neighbourhoods Directorate Budget Report 2020/21 and the Homelessness Budget 2020/21.

Officers highlighted that the 2020/21 budget would be a one year roll over budget. It would reflect the fact the Council had declared a climate emergency and would also continue to reflect the priorities identified in the previous three-year budget strategy.

Taken together, the reports illustrated how the directorate would work to deliver the Our Corporate Plan and progress towards the vision set out in the Our Manchester Strategy.

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

- Welcoming Zero Carbon Manchester being identified as a priority within the Council Business Plan 2020-21, and what funding had been allocated to support this important activity;

- In recognition of the Climate Emergency declared by Council in July 2019 could money from the General Fund Reserve be used to support climate change activity;
- When setting future budgets, reports needed to be explicit in how budgets and plans were addressing carbon emissions;
- Welcoming the reported increase in the rates of domestic recycling;
- What was the cost to the Council to deal with illegal fly tipping;
- What was being done to address fly tipping and had the investment to tackle fly tipping (£500k) as part of the 2019/20 budget setting process achieved value for money;
- Clarification was sought in regard to the Highways Capital Programme for 2022/23;
- All wards needed targeted enforcement action by Neighbourhood Teams;
- A request that the outcome of the independent BAME staff review be shared with the Committee;
- A Member called for additional support and investment for Wythenshawe district centre;
- What was being done to reduce the spend on temporary accommodation to support people experiencing homelessness;
- What was being done to ensure temporary accommodation was safe and suitable for people;
- An update was sought on the proposals to purchase properties to accommodate homeless families;
- Recognising the impact of increased workloads on those staff employed to support homeless people;
- The need to reduce the numbers of families housed in temporary accommodation outside of the area, commenting that families received different levels of support depending on where they were placed;
- Welcoming the inclusion of Social Workers located within the Rough Sleepers Team to support teams and helping vulnerable residents;
- Concern was expressed that the funding arrangements to tackle homelessness from central government were piecemeal and precarious; and
- Consideration needed to be given as to how budget information was presented and the narrative clear to ensure the correct information was relayed to residents.

The Strategic Director (Neighbourhoods), in response to a question from a Member confirmed that the options presented were for setting a 12 month budget for the Council and the Neighbourhoods Directorate was not losing any funding and there were no proposed reduction in staff posts or services.

In response to the comments regarding climate change and allocated resources, the Strategic Director (Neighbourhoods) stated that the Our Corporate Plan priorities had been refreshed for 2020-21 to reflect the city's zero carbon ambitions and declaration of the climate emergency. She described that whilst no specific additional funding was specifically identified in the report, she reassured the Committee that work was ongoing within existing resources.

The Executive Member for Executive Member for Environment, Planning and Transport responded to the comment that information on the resources and finances

allocated to support climate change activity, referenced the £300k allocated to City Policy to support this work and described how outcomes would be measured should be report by stating that there was a lot of work already underway to address the issue of carbon emissions. She stated this would continue to be reported to the Committee and she welcomed the challenge presented by Members. She further commented that the Climate Change Subgroup would also continue to monitor progress and activity against this important issue.

The Executive Member for Finance and Human Resources acknowledged the comment from the Chair regarding the use of the General Fund Reserve to support climate change and reducing emissions activity. He stated that consideration would be given to this.

In response to the questions regarding activities to address fly tipping and the use of the additional £500k investment, the Executive Member for Neighbourhoods informed the Committee that this had been used to fund additional Enforcement Officer posts to undertake a programme of business inspections to ensure appropriate and sufficient waste management arrangements were in place; investment in additional CCTV cameras; target hardening projects, to design out fly tipping hotspots by installing physical measures to deter fly-tippers and supporting environmental improvement projects. He stated that this activity was undertaken across all of the city and not just in the city centre. He referred Members to the report that had been submitted to the October 2019 meeting that provided detail of the activities to improve waste, recycling and street cleansing.

In response to the question regarding Highways Capital Programme for 2022/23, the Head of Network Management stated that the future funding arrangements from central government were still to be confirmed so they were currently unable to provide any further details. He said that a review of the benefits realised from the five year highways investment programme would be undertaken, and the findings of this would inform the business case for future investment.

In response to the point raised regarding Wythenshawe District Centre, the Executive Member for Neighbourhoods stated that he would feed the comments from the Member back to the Executive Member for Housing and Regeneration.

The Chair informed the Committee that the independent BAME staff review would be scrutinised by the Resources and Governance Scrutiny Committee. She requested that when the report was made available that this be shared with the Members of the Neighbourhoods and Environment Scrutiny Committee.

In response to the questions arising from consideration of the Homelessness Budget 2020/21 report, the Deputy Leader stated that the Council was still awaiting confirmation of the financial arrangements to deliver support for homeless people in Manchester. She stated that currently the financial position indicated that the service would be £800k worse off than last year, despite the increased demand on services. She called for an end to Section 21 Notices and increased security for tenants within the private rented sector. She further paid tribute to all of the staff working in the homeless service for their continued dedication, compassion and hard work to support some of the most vulnerable residents in Manchester.

The Director of Homelessness stated the most effective method to reduce the reliance on temporary accommodation was to invest and deliver homeless prevention services. He made reference to a range of prevention initiatives, including the work of the Section 21 team that was considered by Committee at their meeting of 19 June 2019, the work of the Private Rented Sector team within the Homelessness Department work to source settled accommodation for homeless households, the move towards delivering homeless advice in local neighbourhoods and the recent changes to the Housing Allocations Policy.

The Director of Homelessness further informed the Committee that currently 21 properties had been purchased to house homeless families, with a further 16 at conveyance stage. He said that a cost benefit analysis of this approach would be undertaken to assess the effectiveness of this model. He also stated that the ambition was to bring homeless residents housed in temporary accommodation out of area back into Manchester, noting the disruption out of area placements could have on people and their families. In response to the quality and standards of temporary accommodation that was used to house people, he stated that properties were inspected by teams of officers and information on this had been shared previously with the Committee. He further advised that the contract for temporary accommodation would be reviewed and standards and quality would inform this review.

Decision

The Committee recommend that their comments be submitted for consideration by the Executive at their meeting of 15 January 2020.

[Councillor Appleby declared a personal and non-prejudicial interest as her partner is employed by Biffa and Councillor Igbon declared a prejudicial interest and withdrew from the meeting during consideration of the Homelessness Budget report.]

NESC/20/05 Petition for debate ‘Declare a Climate Emergency’

The Committee considered the report of the Governance and Scrutiny Support Unit which provided details of a petition to ‘Declare a Climate Emergency’. The report also outlined the procedure for the Committee to debate the petition in accordance with the Council’s Petitions Scheme.

The Committee heard from Mr Marc Hudson, Climate Emergency Manchester. He thanked the Members for having the courage to declare a climate emergency, commenting that climate change was a very significant concern for residents of the city. He made reference to the previous attempts and announcements to tackle climate change and expressed his disappointment that following a Freedom of Information request he had learned that no additional funding had been allocated to support the climate emergency motion.

Mr Hudson called upon all Members to lead by example within their respective wards, to take local action to mitigate climate change. He said this would help raise awareness of the issue and raise morale of residents. He called upon Members to

vigorously scrutinise and challenge the actions and plans to reduce carbon emissions. He further suggested that consideration should be given to establishing an additional scrutiny committee to ensure enough time was allocated to effectively scrutinise this area of activity, noting the large remit of the current committee.

The Executive Member for Environment, Planning and Transport thanked Mr Hudson and all of the residents who had signed the petition for their enthusiasm and passion. In direct response to the specific ask of the petition she stated that a climate emergency had been declared; the Tyndall Centre were currently looking at aviation emissions and would present their findings to the Committee and they would be attending the next meeting of the Climate Change Subgroup.

The Executive Member for Environment, Planning and Transport further commented that the Council was now working on the production of a new 5 year Climate Change Action Plan which would replace the 2016-2020 plan and would reflect the establishment of science-based carbon reduction targets for Manchester and the recent Climate Emergency Motion. She advised that the Committee and the Climate Change Subgroup would have the opportunity to monitor this progress.

The Executive Member for Environment, Planning and Transport informed the Committee that the Council was making an additional £300k available to the Corporate Core to support the delivery of this agenda. This included increased support for the Climate Change Agency to support its work across the city. In addition, a number of capital schemes were being funded such as the Civic Quarter Heat Network and the Carbon Reduction Programme aimed at reducing carbon emissions from buildings. She commented that Manchester was leading the way in regard to reducing its carbon emissions and would continue to seek to influence partners locally, nationally and internationally to respond to the issue of climate change.

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

- Recognising the importance of this issue and the impact this had on residents; and
- Recognising that everyone needed to be engaged with and act on this issue.

In reaching their formal decision the Chair informed all those present that the item was being considered within the context of the Council's Petitions Scheme, and the decision reached was not a reflection of the importance the Committee placed on this issue.

Decision

The Committee note the petition, and recommend that no action is taken.

NESC/20/06 **Manchester Green and Blue Strategy and Implementation Plan, including: Annual update and a report on the Tree Action Plan**

The Committee considered the report of the Strategic Director, Development and Deputy Chief Executive that provided the annual update on the delivery of the Green and Blue Infrastructure (G&BI) implementation plan together with information on the delivery of the Tree Action Plan.

The Principal Policy Officer referred to the main points and themes within the report which included: -

- Providing a general introduction and background to the G&BI Strategy and Implementation Plan;
- Information on the Tree Action Plan;
- The importance of our green and blue infrastructure in responding to the Council's climate emergency declaration;
- Key delivery highlights from the G&BI Strategy and progress in 2019, including case studies; and
- Key delivery highlights from the Tree Action Plan 2019.

The Committee heard from Julie Ryan, Friends of Ryebank Fields. She spoke to the Committee and stated that the Ryebank Fields area of land did not appear on the published Brownfield Land Register and therefore it was their assertion that any plans to build housing on Ryebank Fields was contrary to local and national planning policy. She stated that this land was green belt land with similar status to other protected locations within the area, and as such should not be used for development. She stated that they had attempted to obtain clarification on this issue by writing to senior officers within the Council but had not received any reply to date. She stated that following recent correspondence with the Manchester Metropolitan University the group had concerns that attempts would be made to reclassify this area of land to brownfield status and she called upon the Committee to scrutinise this issue.

The Committee then heard from Stephen Bergquist, Community Engagement Manager (North West), Canal and River Trust and Hilary Wood, My Wild City, The Wildlife Trust who described the range of engagement events and initiatives that their respective organisations were involved with to support the G&BI Strategy.

The Committee were shown a video presentation, created by The Wildlife Trust entitled 'My Wild City' that showcased a local park and described the many benefits of green spaces.

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

- Acknowledging the improvements delivered within the city by the Canal and River Trust and requesting that similar improvements were delivered in other areas of the canal network, commenting upon the dedication and important work of local volunteers;
- Recognising the importance of green space and the many benefits that these delivered within neighbourhoods;
- Recognising the importance of partnership working to deliver and improve green and blue spaces;

- Developers needed to share the vision for the city and the planning service should use their influence to maximise the delivery of green and blue schemes, including the delivery of green walls in urban areas to encourage bio diversity;
- Recognising the importance of trees to capture carbon;
- Social Housing providers should be encouraged to promote and coordinate a programme of tree planting;
- The number of trees lost over the previous two decades had been calculated to be significant and enforcement action should be taken against anyone responsible for the illegal felling of trees; and
- How trees located on the highway were inspected.

The Tree Officer confirmed that trees located on highways were regularly inspected and maintained. He further described that enforcement action would be taken against the illegal removal of a tree that had Tree Preservation Order status.

The Chair informed the Members that a report on Planning and Compliance was scheduled to be considered by the Committee at their meeting of 5 February 2020. She advised that this would be an opportunity to discuss the role of planning and how this could be used to influence this area of activity in further detail.

In response to the comment regarding the Canal and River Trust supporting projects in other areas of the canal network within the city, she requested that the representative meet with the Member following the meeting to discuss this further.

Decision

The Committee note the report.

NESC/20/07 Greater Manchester's Clean Air Plan – Tackling Nitrogen Dioxide Exceedances at the Roadside – Update

The Committee considered the report of the Strategic Director (Growth and Development) that described the progress that had been made following the Government's response to Greater Manchester's Outline Business Case to tackle Nitrogen Dioxide Exceedances at the Roadside, and the implications for the 10 Greater Manchester local authorities in relation to the schedule of work and statutory consultation on the Clean Air Plan.

The Committee had been invited to comment on the report prior to its submission to the Executive on 15 January 2020.

The main points and themes within the report included: -

- Providing an introduction and background;
- Describing progress to date in relation to the introduction of a Clean Air Zone;
- Information on the approach to vehicle idling and the intention to undertake more awareness raising campaigns to inform of the health impacts that idling had on air quality.; and
- Next steps.

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

- Welcoming the proposed Clean Taxi Fund, to support the upgrade of non-compliant Greater Manchester Licensed taxi and private hire vehicles;
- What was being done to improve the taxi fleet across Greater Manchester;
- Noting that that report did not address the issue of particulate matter, commenting that brake wear and tyre wear directly contributed to particle pollution from road transport; and
- What were the proposals to support smaller, local coach companies.

The Head of Local Planning and Infrastructure informed the Members that negotiations were still currently ongoing with central government regarding funding for the Clean Taxi Fund. He also confirmed that consideration would be given as to how to compensate smaller, local coach companies. He further commented that all proposals would be subject to formal consultation.

The Head of Local Planning and Infrastructure responded to the comments regarding particulate matter by informing Members that this issue was likely to be addressed in the Environment Bill that was announced in the Queen's Speech in December 2019.

The Executive Member for Environment, Planning and Transport expressed her frustration that despite government announcements to invest in the North, to date no funding had been provided by central government to Greater Manchester to support commercial vehicle owners to make the transition to cleaner vehicles as part of the ambition to tackle Nitrogen Dioxide Exceedances at the Roadside. She also emphasised that Manchester remained committed to promoting improved public transport and active travel, however increased levels of investment from Government was required to support this. She emphasised how important this work was in supporting the city's emissions targets and its objective of improving health outcomes for Manchester citizens.

The Chair encouraged all Members and citizens, if they had not already done so, to complete the TfGM consultation response on 'Doing Buses Differently' that would close on the 8 January 2020. The Chair further reminded Members that a report on taxi licensing and the activities across Greater Manchester to improve standards was scheduled to be considered by the Committee at their meeting of 4 March 2020.

Decisions

The Committee endorse the recommendations contained within the report that the Executive:

- a) note progress made to date;
- b) note the ministerial direction under the Environment Act 1995 (Greater Manchester) Air Quality Direction 2019 which requires all ten of the Greater Manchester local authorities to implement a charging Clean Air Zone Class C across the region;
- c) agree the need to continue to proceed towards developing the implementation and

contract arrangements of a charging Clean Air Zone (CAZ) in Greater Manchester utilising the initial tranche of £36m of funding as required by the ministerial direction / feedback;

- d) delegate authority to Chief Executive, in consultation with the Executive Member for the Environment, Planning and Transport to determine the preparatory implementation and contract arrangements that need to be undertaken utilising the initial tranche of £36m of funding to deliver the CAZ and other GM CAP measures, as set out at paragraph 3.11;
- e) note that the report to determine the timings for commencing the consultation will be received in the Spring of 2020;
- f) note the outstanding need to secure a clear response from the Government on clean vehicles funding asks;
- g) ask officers to work with TfGM to develop a business case and funding strategy for submission to Government to deliver a zero carbon bus fleet as quickly as possible; noting the urgent need to reduce carbon emissions from transport and to reduce nitrogen oxide exceedances towards which buses currently make a major contribution, particularly within the city centre;
- h) note that Highways England has not been directed to act in relation to tackling NO2 exceedances in the same way as the Greater Manchester local authorities, and that this will leave some publicly accessible areas of GM adjacent to trunk roads managed by Highways England, with NO2 exceedances that are not being addressed by the Highways England plan;
- i) delegate authority to Chief Executive to agree the final content and submission of the documents listed in Appendix One for formal submission to JAQU and note their Publication status;
- j) delegate authority to Chief Executive to determine any further technical reports for formal submission to JAQU; and
- k) note that the Executive member for the Environment, Planning and Transport will co-sign a letter from the GM Authorities to the Secretary of State for Transport asking them to bring forward the launch of a statutory consultation to strengthen rules on vehicle idling.

NESC/20/08

A5103 Princess Road speed limit evaluation

The Committee received a briefing note that had been prepared by the Director of Highways to review the impact of the introduction of the 30 mph speed limit on Princess Road/ Parkway.

Members paid tribute to the work of local residents, ward Councillors and officers for delivering the reported improvements in road safety.

Decision

The Committee note the report.

NESC/20/09 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.

Decision

The Committee notes the report and approves the work programme.

Economy Scrutiny Committee

Minutes of the meeting held on Thursday, 5 December 2019

Present:

Councillor H Priest (Chair) – in the Chair
Councillors Abdullatif, Green, Johns, Noor, Raikes, Shilton Godwin and Stanton

Also present:

Councillor Rahman, Executive Member for Skills, Culture and Leisure
Gemma Marsh, Greater Manchester Combined Authority
Sharon Kelly, Greater Manchester Combined Authority
John Thornhill, Chief Executive, LTE Group

Apologies: Councillor Douglas, Hacking and K Simcock

ESC/19/51 Minutes

Decisions

- (1) To approve the minutes of the meeting held on the 7 November 2019 as a correct record.
- (2) To receive the minutes of the District Centre Sub Group meeting held on 31 October 2019.

ESC/19/52 Devolution of the Adult Skills Budget

The Committee considered the report of the Head of Work and Skills that provided an update on the progress of the devolution of the Adult Education Budget (AEB) to Greater Manchester Combined Authority (GMCA) from 1 August 2019 for the 2019/20 academic year onwards.

The Head of Work and Skills referred to the main points and themes within the report which included: -

- Providing a description and context of the Adult Education Budget;
- The importance of Adult education and skills provision as a key element in ensuring Manchester reached its Our Manchester Strategy vision by 2025;
- Describing the national context for adult education;
- The ability through devolved AEB funds that had influenced the introduction of 8 new flexibilities to the funding stream;
- Describing the Manchester provision; and
- Describing future opportunities.

The Executive Member for Skills, Culture and Leisure commented that the devolution of the Adult Education budget presented an opportunity and flexibility as to how the council spent this money locally, giving greater ability to deliver better outcomes. He highlighted the main concern was that Adult education providers were already

overspent on the current budget to meet demand and that the anticipated future funding would not meet the level of demand.

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

- It was pleasing to note that all of Greater Manchester Further Education (FE) providers are now rated Good or Outstanding by Ofsted;
- It was noted that there had been a shift to focus more on longer-term career ambitions of Manchester residents to meet the skills needed for the City;
- There was concern about the ability of Manchester residents to access FE providers across the City given the current inadequacy of local public transport;
- What buy in had there been from employers in regards to influencing adult education and skills provision, co-investing in upskilling their workers and developing the skills needed for their organisations to thrive;
- What provision was being made in relation to the retraining of the City's workforce to enable residents to move between employment industries, given that most people no longer remained in the same job for most of their working life;
- What conversations had taken place around potential future employment opportunities within the developing green economy within the city and the skills required for this sector;
- Would it be possible to have a future report on the work being undertaken with employers;
- It was suggested that there should be capacity within the proposal to provide free learning for employed residents earning below the national living wage to address those employed in shift work; and
- What work was taking place to ensure that the Adult Education Budget was adequately funded should there be any removal of European Social Funding.

The Head of Work and Skills advised that in terms of accessibility to further education, Manchester College would operate a Centre of Excellence within the city centre and three community hubs across the city – Wythenshawe, Openshaw and Harpurhey. It was commented that in terms of the Adult Education budget, in regards to accessibility, providers, colleges and local authorities were scored against this and had to demonstrate how their offer/provision could be accessed in all areas as well as their adaptability to change.

In terms of retraining, it was reported that there was a national scheme, however, the Council and FE providers were still awaiting the detail of what this scheme would offer and how it would be delivered. It was reported that employer engagement was taking place and with the introduction of T Levels there would be a greater need to ensure more organisations were engaging in investing in the skills of their employees to ensure the city was where it needed to be in order to meet the demand of future labour markets

The Committee was advised that at present no one was able to articulate what the jobs of the green economy would be that required filling and the associated skills required for these jobs. The GMCA had started a piece of work across all employment sectors to try and identify what these jobs would be in order to work with colleges and providers to deliver the training and skills development required

In terms of future European Social Funding, it was explained that the potential future impact was currently unknown and there were ongoing conversations with DfE to re-baseline the AEB budget to ensure that there was adequate funding in future years.

Decisions

The Committee:-

- (1) Notes the report
- (2) Agrees to consider receiving a future report on the work being undertaken with employers in influencing adult education and skills provision and co-investing in upskilling their workers at a future meeting.

ESC/19/53 Manchester Adult Education Service (MAES) update

The Committee considered the report of the Head of Adult Education Service that provided information on MAES 2018/19 performance and 2019/20 improvement actions to include an update on the Manchester ESOL strategy.

The Head of Adult Education Service referred to the main points and themes within the report which included: -

- Providing a background and description of MAES;
- Describing the 2018/19 funding and provision;
- Providing an update on the Manchester ESOL strategy;
- Providing information on the take up of MAES;
- Information on the MAES Self-assessment and Improvement Plan;
- Information on the MAES self-assessment 2018/19;
- Describing the effectiveness of Leadership and Management;
- Information on the quality of Teaching, Learning and Assessment;
- A breakdown on the outcomes of learners;
- Information on destinations and how this data was collected; and
- Information on the MAES Improvement Plan 2019/20.

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

- Concern was raised in relation to the volume of people who were still waiting to access ESOL courses;
- More information was requested on the pilot project for higher level professionals as part of the priority to develop targeted provision for underrepresented groups;
- What comparisons could be made to the outcomes of the ESOL for Work programme to put these in to context;
- How were the library locations for the 10 free Read and Feed workshops determined;
- Context was sought on learners on benefits at the start of the programme, were sustained employment rate had decreased from 35% to 27%; and

- Under the new inspection framework, what would be the biggest challenge in terms of the changes the framework had brought to the sector.

The Committee was advised that in terms of unmet need for ESOL, 39% of those wishing to access courses had been placed into spaces in classes across the city since September 2019, which was a higher proportion than what would normally be placed. It was also reported that a piece of work would be undertaken with Manchester College to identify the average number of learners per class to see if there was the ability to move resources around in order to provide additional places for those still waiting.

It was explained that work had taken place with Price Waterhouse Coopers (PWC) to identify what learners with professional qualifications from other countries would need to obtain positions within PWC which had resulted in a paid placement scheme for ESOL learners being developed. Subsequently a course was developed in conjunction with PWC and mock interviews were undertaken with the learners. Those that were successful had their CV's passed on to PWC for consideration on the placement scheme.

The Head of Adult Education Service advised that Manchester's ESOL performance compared very favourably to other local authority providers and had very good achievement rates as well as destination rates in comparison to other core cities. It was acknowledged that there were still too many people going into part time employment.

The Exec Member for Skills, Culture and Leisure commented that MAES exemplified the Our Manchester approach in delivering much needed services for Manchester residents in light of limited budgets.

The Head of Adult Education Service advised that the library locations for the Read and Feed workshops were determined based on the areas of highest deprivation across the city. The Committee was advised that the cohort of learners had changed over the years and now more learners were in work whilst studying which had resulted in a reduction in the figures of learners on benefit.

In terms of the new inspection framework, it was reported that the changes focussed on intent and impact which now enabled to track the journey of the learner. This had resulted in changes to the improvement plan format to track how staff actions complemented the learners journey. The biggest challenge was considered to be persuading potential funders and employers around the wider value of learning and its positive impact.

Decision

The Committee notes the report.

ESC/19/54 LTE Group performance update

The Committee considered the report of the Chief Executive, LTE Group that provided an update on activity.

The Chief Executive, LTE Group referred to the main points and themes within the report which included: -

- The Manchester College was performing strongly and was in the top 10% for learning outcomes nationally;
- Significant increases in work experience and employability had not only contributed to high employer ratings of students but also a very strong “Grade 2” OFSTED earlier this year;
- In terms of the development of the new city centre campus, concerns raised by the Committee at previous meetings had been incorporated into the LTE Group’s negotiations with banks and the final agreement on the full project funding had been able to measurably improve the value of Manchester City Council’s first charge security for the land loan;
- Total People continued to perform in the top 3 of the largest 20 UK providers for apprentice quality and perform better on total starts and numbers of apprentices in learning than the national position and also for Manchester learners on outcomes;
- The steps being undertaken to understand the implications for employers and learners in relation to the DfE’s proposed changes in 2020 to the way training provider performance was calculated;
- The Manchester College was supporting strong engagement on NEET and creating capacity for significant population growth but currently had no funding for nearly 300 new 16-18 year old students who started their studies in September 2019. Consequently, this with other unfunded learners meant there was a significant in year funding gap (£2m) between demand and available funding; and
- The allocation of Non-Levy funding to Manchester and GM providers looked to be significantly below the level needed to deliver the economic and social aspirations. This meant that unless very significant amounts of funding could be “gifted” from large employers to SME’s, then SME’s in Manchester would be disadvantaged.

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

- What would be the impact on those students who had started their courses in September were the College did not have the funding for them;
- It was acknowledged that further scrutiny would be required on the final agreement on the funding between banks and LTE Group for the College’s new city centre campus;
- What did the LTE Group consider to be the key challenges of the new Ofsted inspection framework; and
- Were the issues described with apprenticeship funding and drop in apprenticeship numbers acute to 2015 onwards.

The Chief Executive, LTE Group advised that the LTE Group was meeting with the Education and Skills Funding Agency (ESFA) to discuss the financial requirements needed to support SME’s in taking on apprentices. The Group was also adopting an Our Manchester approach and working with large employers to gift their levy to other SME’s. In terms of the College, it was explained that it was also intended to hold discussions with the ESFA on the funding required to support the several hundred

learners in completing their studies and to provide for a strategic approach to supporting a ten-year population surge of 16-18 years olds.

The Head of Work and Skills agreed that a report on the final agreement on the funding for the College's new city centre campus could be submitted to Scrutiny in the new year.

In terms of the new Ofsted inspection framework, the main challenge would be the ability to provide enough resource to ensure that the change in methodology to tracking a learner's journey and skills development could be adequately monitored.

Decisions

The Committee: -

- (1) Notes the report; and
- (2) Supports the request from the LTE Group to support an in year funding ask to the Education and Skills Funding Agency (ESFA) to support several hundred learners in completing their studies and to provide for a strategic approach to supporting a ten-year population surge of 16-18 years olds.

[Councillor Johns and Raikes declared prejudicial interests in this item as the LTE Group had sponsored work undertaken by their employer and withdrew from the meeting during consideration of this item]

ESC/19/55 Economy Dashboard 2019/20 - Quarter 2

The Committee considered the Economy Dashboard for Quarter 2 of 2019/20.

Officers referred to the main points within the dashboard and advised that the Dashboard would now start to detail new content in order to more closely align this document with the principles expressed in Developing an Inclusive Economy - Our Manchester Industrial Strategy. It was explained that key metrics for understanding and tracking Manchester's inclusive economy had yet to be agreed but these would be based around the Our Manchester Industrial Strategy three main themes of, people, prosperity and place. It was noted that these would be developed and their content expanded over the coming year.

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

- The transition of the dashboard to take account of the Inclusive Economy was welcomed and it was suggested that it would be helpful to understand what information might be available at Place level to help the Committee's focus going forward;
- It was suggested that comparative data with other core cities or, if possible, European cities would also be helpful;
- It was suggested that future dashboards contained zero carbon measures;
- It was queried as to whether the decline in employment within the Arts and Entertainment sector between 2015-18 could be attributed to big entertainment employers relocating to Salford (i.e. MediaCity);

- It was noted that some metrics on the dashboard included parts of Salford (e.g. City Centre residential stats) and some were for Manchester only, which was confusing in some instances;
- In terms of broadband speeds, it was highlighted that as well as Miles Platting and Newton heath, there was parts of Didsbury where premises could not obtain speeds above 30Mbps/s; and
- It was suggested that the GMCA's GM Strategy monitoring dashboard should be used as an exemplar of how the Council may wish to present future dashboards.

Officers acknowledged that points raised by Members and advised that the points raised would be taken into consideration as the key metrics for understanding and tracking Manchester's inclusive economy were developed and expanded.

Decision

The Committee notes the report

ESC/19/56 Overview Report

The Committee considered a 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 informed the Committee that the report entitled 'Withington Village Development Plan' and 'District Centres' would be considered at the 5 March 2020 meeting.

Decision

The Committee notes the report and approves the work programme subject to the above amendments.

Economy Scrutiny Committee

Minutes of the meeting held on Thursday, 9 January 2020

Present:

Councillor H Priest (Chair) – in the Chair
Councillors Green, Hacking, Noor, Raikes, Shilton Godwin and Stanton

Also present:

Councillor Leese, Leader
Councillor Rahman, Executive Member for Culture, Leisure and Skill

Apologies: Councillors Abdullatif, Douglas, Johns and K Simcock

ESC/20/1 Minutes

Decision

To approve the minutes of the meeting held on the 5 December 2019 as a correct record.

ESC/20/2 The Council's Updated Financial Strategy and Budget reports 2020/21

The Committee considered a report of the Chief Executive and the Deputy Chief Executive and City Treasurer, which provided an update on the Council's overall financial position and set out the next steps in the budget process. In doing so, the report outlined Officer proposals for how the Council could deliver a balanced budget for 2020/21.

In conjunction to the above, the Committee also received and considered the draft Council Business Plan for 2020/21 and the Growth and Development medium term financial plan (MTFP) and budget proposals for 2020/21.

Officers highlighted that the 2020/21 budget would be a one year roll over budget. It would reflect the fact the Council had declared a climate emergency and would also continue to reflect the priorities identified in the previous three-year budget strategy.

Taken together, the reports and the MTFP illustrated how the directorate would work to deliver the Our Corporate Plan and progress towards the vision set out in the Our Manchester Strategy.

Some of the key points that arose from the Committees discussions were:-

- An explanation was sought as to of the difference between the Growth and Development Directorate's gross budget of £57.6m and net budget of £8.179m;
- Were the base budget figures within the Growth and Development budget based on the original budget proposed at the start of the financial year or revised figures;

- Clarification was sought if any further investment was planned past 2020/21 for highways maintenance;
- What assessment had been undertaken in balancing the risk in increasing the service charge relating to New Smithfield Market and ensuring there was not a reduction in market traders;
- Could further information be provided in relation to equalities and diversity within the Business Plans, with specific reference to a commitment to diversity at senior levels;
- Had any consideration been given to other alternative KPI's for markets other than the income generated for the Council, such as the local economic impact;
- As part of the proposed 2020/21 budget, what investment, if any, was proposed within the Council's estate to reflect the actions needed to comply with climate emergency the Council declared in July 2019;
- Clarification was sought as to whether the additional funding resource for Lloyd Street public conveniences for 2020/21 had been secured;
- What was the timescale for the proposed improvements to Whythenshawe markets.

The Head of Finance for Corporate Services, Neighbourhoods and Growth and Development explained that the gross budget figures included all expenditure items such as staffing, premises and operating costs, whereas the net budget figures was the what was left of the gross budget once it had been offset by any income, grants or other external contributions. In terms of the budget figures, he advised that the figures were based on the latest figures, which had been adjusted in year to reflect known changes in inflation.

The Strategic Director (Growth and Development) commented that there was provision within the 2020/21 capital programme for highway improvements and as part of the forward capital strategy, further commitments into highways would be reviewed and explored, which would include looking at opportunities for funding from national government and within the Greater Manchester region to secure investment into the Council's highways estate.

The Director of Commercial and Operations advised that the service charge to markets was set by the Royal Institute of Chartered Surveyors which the Council could not control. What was within the Council's control in relation to markets was the rental charge charged to traders. The rental level was set a level which was hoped to achieve the budget target. Specifically in relation to New Smithfield Market, it was explained that the site was very challenging as it required a significant level of investment to bring it up to the Council's desired standard and this was an ongoing project, looking at potential options for capital investment which would start to reduce the service charge.

In terms of the comments raised around equality and diversity, Officers advised that this would be reflected in the next suite of budget papers at the February cycle of scrutiny meetings.

The Head of Finance for Corporate Services, Neighbourhoods and Growth and Development confirmed that £155,000 had been allocated in the 2020/21 budget to fund the ongoing costs of Lloyd Street public toilets.

The Director of Commercial and Operations advised that in relation to the local economic impact of the district markets, an study had been undertaken and the results had been received recently. A headline finding from the study was that local district markets had a positive economic impact in the areas that they were located. Effectively this was reflect in the budget as there was still a proposed subsidy for Wythenshawe market and there was income generated from the other district markets. There were no proposals to change the operation of the markets and proposals were being considered in relation to future investment within the district markets to make them more vibrant and generate more activity.

The Strategic Director (Growth and Development) confirmed that there was clear plans within the Council's capital strategy to address zero carbon targets across the Council's operation estate. He also commented that within the Zero Carbon Action Plan, which would be considered by the Executive, there would be a need to look at some of the bigger challenges within the Council's estate, such as the HRA owned estate and the council's fleet of vehicles.

The Committee was informed that it was intended to consult on proposals for Wythenshawe Market with Ward Councillors and Executive Members over the first quarter of 2020, which would then be formally considered by the Executive in the start of the new Municipal Year.

Decision

The Committee:-

- (1) Recommends that their comments be submitted for consideration by the Executive at their meeting on 15 January 2020, specifically the comments made around benefits that district markets bring to local communities and economies.
- (2) Requests that in the suite of budget papers to be considered at its next meet, reference to Housing and Residential Growth is included.

ESC/20/3 The City's Future Economy and Labour Market Requirements

The Committee considered a report of the Head of Work and Skills, which provided information on the city's current labour market using the data and intelligence that was currently available, providing an overview of skills demand and supply. The report set out some of the work in which the Council and its partners were connecting residents to opportunities arising from the city's growth, as well as ensuring businesses had access to the skills they needed to grow.

The Head of Work and Skills referred to the main points and themes within the report, which included:-

- A number of external factors (ranging from global, to national and local) were impacting on UK economies and more specifically Manchester's economy, which was resulting in industry skills needs moving and changing faster than the skills sector;

- An overview of Manchester's current labour market and employment by broad industry;
- Areas of anticipated future growth and demand that would drive the city's growth and productivity;
- The need for a highly skilled workforce which would be fundamental to Manchester's economic growth;
- A talent pipeline needed to be developed to enable employers to grow their own talent from within the city to meet their future growth ambitions
- An overview of Manchester residents' performance within Further, Higher and Adult Education provision;
- Employers in key-growth sectors were increasingly recognising the need to work in partnership with training providers to develop higher-level roles for their industries aligned to apprenticeship standards, which were lacking in some sectors;
- The Apprenticeship Levy had brought major change to the apprenticeship market and whilst it was introduced to increase take-up, the trend nationally has been a continued decline; and
- How the Council was responding to the skills challenges through the Our Manchester Industrial Strategy and the Work and Skills Strategy 2016/20.

Some of the key points that arose from the Committees discussions were:-

- As there was not a direct match between the sectors identified as unique and an asset to the region and the sectors that had been identified as key growth sectors, it was queried as to where the Council should prioritise for skills and investment - the unique sectors where fewer Manchester residents worked or the foundational economy;
- Should greater consideration be given to a more broader base of skills provision, such as digital skills;
- How were employment opportunities within the foundation economy being taken into consideration as there was concern that these were not being taken into account as areas of employment that were of worthwhile employment;
- There was concern that with the hollowing out of the intermediary economy, there would not be enough opportunities within those sectors identified as unique and an asset to the city, for those employed within the foundation economy who had aspirations of working in higher level knowledge based employment;
- It was highlighted that the Government's Apprenticeship Strategy had been an abject failure and many people had been let down by this scheme, as such was the Council lobbying for something less unwieldy to the current Apprenticeship Levy;
- There was concern around the language used in connection to the foundation economy and the negative connotations this often brought about;
- It needed to be acknowledged that there was value to be added in many jobs associated with the foundation economy, and there also needed to acknowledge that some people wanted to work and progress within the areas that were considered to be in the foundation economy such as retail, hospitality and social care; and

- Had any analysis been undertaken on the effect of the increase in the national living wage might have on the viability of some sub sectors of the foundation economy.

The Head of Work and Skills advised that the work of the Council focussed on getting people into good quality, sustainable employment and the Adult Education and Skills Plan would look at how the Council could create better opportunities for Manchester residents to secure employment within such sectors. She then referred Member to examples of this within the report, citing the opportunities that would be brought about by the Factory Project and also work to date at Airport City.

In terms of the foundation economy and high end economy, it was commented that these could not be separated as the foundation economy was the bedrock that supported other economies. The Local Industrial Strategy would aim to look at utilising the levers available to make a real difference within the foundation economy, such as the provision of the real living wage, investment in skill development by employers and working with the anchor institutions within the city were contributing and providing opportunities for Manchester residents. The Head of Work and Skills acknowledged the difficulties in moving from the foundation economy to the higher level skills economy due to the hollowing out of the intermediary economy and provided examples of steps being taken to try and address this.

The Head of Work and Skills advised that in terms of the Apprenticeship Levy, there had been a number of asks of Government at a Greater Manchester level but there was no appetite from Government to change the current arrangements at present. The Executive Member for Culture, Leisure and Skills acknowledged that the current apprenticeship scheme was not working effectively and agreed to lobby government for a change to the scheme.

The Head of Work and Skills commented that there had been research undertaken on the national living wage and the real living wage in terms of impact on individuals and families in terms of family income, but was not aware of any research on the impact at a sector/sub sector level. She agreed to investigate this and report back to the Committee.

Decision

The Committee notes the report.

ESC/20/4 The City's Future Economy and Labour Market Requirements - CEIAG and Skills for Life

The Committee considered a report of the Head of Work and Skills, which highlighted the significant positive transformation Careers education, information, advice and guidance (CEIAG) had undergone over the last four years and provided an update on the developments, including and update on Skills for Life and how this was contributing towards preparing young people for future labour markets.

The Head of Work and Skills referred to the main points and themes in the report, which included:-

- The national context for schools and colleges to secure independent careers guidance for all registered pupils at the school/college in years 8 to 3 on the full range of education and training options, including apprenticeships;
- An overview of the Greater Manchester context and activity, including the prioradvisities of the Greater Manchester Careers and Participation Strategy;
- The role and purpose of Enterprise Advisor Networks to work strategically with school leadership teams to guide and influence the development and implementation of an effective careers programme;
- The work carried out by the GM Careers Hub and the CEIAG Network;
- How the Council supported the most disadvantaged linking in with the work around transition and prevention of NEET;
- The role of the Council's Work and Skills Team in supporting employer's engagement with schools and colleges to maximise the opportunities for young people; and
- An update on Skills for Life (formally known as Curriculum for Life) in raising the profile of the transferable skills required by all employers so that children and young people understood the importance and relevance, especially in emerging sectors and changing labour market.

Some of the key points that arose from the Committees discussions were:-

- It was suggested that it would be useful to compare how Manchester performed in encouraging quality provision of careers programmes with other core cities across the country;
- It was queried that in the inevitability of a future recession, would the Council be able to request funding from Government to continue to provide CEIAG in Manchester
- It was requested for more information on which schools were engaged with Inspiring IAG;
- It was highlighted that by sharing quantative and qualitative information on young people's learning goals and career ambitions between schools and Further Education (FE) providers would enable a smoother transition and maximise the support that could be offered;
- With the removal the Careers Service in 2012, it was questioned as to how comprehensive was the support and careers guidance now offered to young people;
- It was commented that due to the high number of SME's within the city, it was difficult for young people to get a sense of the kind of work required within these businesses, as it was likely to be more diverse, which often required a different level of mental agility;
- What was the evidence that showed that schools and colleges engaged with a Career Hub and the Enterprise Advisor Network provided a more effective CEIAG;

The Director of Education advised that the Gatsby Benchmark was a national benchmark and was not just associated to Manchester. As such, it had provided an assurance that there was a standardised approach to what a universal careers programme should be in schools. In terms of Manchester schools, they were doing

well in making progress towards meeting all benchmarks by September 2020. It was agreed that information on the 29 schools engaged with Inspiring IAG to Members following the meeting

In terms of transition from high school to post 16 education, she acknowledged the comments made around the sharing of quantitative and qualitative information and advised that this was an area that was already being looked at, with a pilot having taken place over the summer which involved information on young people transitioning being shared between schools and post 16 providers on those young people who were at risk of becoming Not in Education, Employment and Training (NEET). Work was also taking place with the secondary school sector on what interventions could be put in place to help prevent young people from becoming a risk of being NEET. There had also been a pilot with Manchester College in sharing Maths GCSE exam scripts where a young person had not passed their GCSE in Year 11, in order to identify specifically where they had not passed so that a tailored package of support could be offered.

The Committee was advised that following the removal of the Careers Service, the Council had retained a commissioned service that worked with schools and specifically ensured that targeted and vulnerable young people had a post 16 destination.

The Head of Work and Skills commented that there was now much greater ownership by schools of what they were providing in terms of careers advice services compared to when this was a city wide provision. It was also commented that the Council now provided up to date labour market information to the careers networks (pre and post 16) and industry experts were brought in to speak to the careers leads to dispel some of the myths around what the barriers to opportunities might be in their sectors.

The Executive Member for Culture, Leisure and Skills commented that there was an opportunity to bring together careers advice service provision in schools together in a much more coherent way. He acknowledged the need to put early interventions in place to support the transition of young people from both primary to secondary and also secondary to post 16 education and also that there was a need to improve the interface between businesses and schools.

Decision

The Committee:-

- (1) Notes the report and progress made to date.
- (2) Requests that any information presented to the Children and Young Peoples Scrutiny Committee around Skills for Life is shared with this committee for information.
- (3) Proposes to hold a follow up meeting with Young People, to be tentatively scheduled to take place between the February and March 2020 Committee meetings.

ESC/20/5 Delivering the Our Manchester Strategy- Update from the Executive Member for Housing and Regeneration

This item was deferred to the Committee's meeting on 5 March 2020.

ESC/20/6 Overview Report

The Committee considered a 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.

Decision

The Committee:-

- (1) Notes the report;
- (2) Agrees the Work Programme as submitted

Communities and Equalities Scrutiny Committee

Minutes of the meeting held on 5 December 2019

Present:

Councillor Hacking - In the Chair

Councillors Andrews, Battle, Chambers, Collins, M Dar, Douglas, Grimshaw, Hitchen, Rawlins and Rawson

Councillor Rahman, Executive Member for Skills, Culture and Leisure
Karen Shannon, Manchester Histories

Apologies:

Councillors Doswell and Kirkpatrick

CEESC/19/50 Minutes

The minutes of the meeting held on the 7 November were submitted for approval. A Member commented that the request for information on the cost of introducing a Public Space Protection Order was outstanding, and requested that this information was provided to Members.

A Member commented that that he had received the information that had been circulated following the previous meeting that provided data on voluntary posts and that take up of £10 tickets at the MIF. He thanked officers for providing this information, however commented that more work needed to be done to engage with residents across the city for the next event.

The Chair informed Members that the draft final report and recommendations of the Review of Advice Services in Manchester Task and Finish Group would be circulated to Members of this Committee for comment, with the final report to be submitted to the January 2020 meeting of Communities and Equalities Scrutiny Committee for endorsement.

Decisions

1. To approve the minutes of the meeting held on 7 November 2019 as a correct record subject to the above comments.
2. To receive the minutes of the Review of Advice Services in Manchester Task and Finish Group meetings held on 30 October 2019 and 15 November 2019.

CEESC/19/51 Peterloo Massacre 200th Anniversary Programme

The Committee received a report of the Strategic Director (Neighbourhoods) which provided an overview of events which marked the 200th anniversary of the Peterloo Massacre in 2019.

The main points and themes within the report included:

- Providing a general introduction;
- Describing the approach to participation and engagement;
- Information on the programme of various events;
- Information on learning resources;
- Participation, Engagement & Volunteering information; and
- An update on the communications strategy.

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

- Noting the important work of volunteers and staff in Central Library to successfully deliver this programme of events;
- Noting the importance of the actions of the citizens at Peterloo and what that represented;
- Could this model of engagement be used to showcase smaller local history projects;
- Noting the importance of social history in the school curriculum;

The Chair invited Councillor Rawlins to provide an update in regard to the Peterloo Memorial. Councillor Rawlins informed the Committee that progress continued to be made and an independently Chaired public meeting would be convened during 2020 and this would be followed by a consultation event. She stated that Members of the Committee would be kept informed on how this work has progressed.

Karen Shannon, Manchester Histories informed the Committee that the programme of events had been developed over a four year period and had been co-designed with residents and community groups from across Manchester. Noting that the programme had engaged with forty-six different cultural organisations from across the city with Central Library acting as the main hub, noting the geographical importance of Central Library and the library space helped facilitate positive debate and discussion. She paid tribute to the staff at the library for their invaluable support and enthusiasm for the project. She stated that the programme of events delivered had successfully brought together arts, culture, history and heritage groups and had raised awareness of Peterloo amongst residents.

She stated that the programme of events had been developed around the themes of protest, democracy and freedom of speech, both from a historical perspective and a contemporary view point. She stated that the programme had only recently finished and data was still being collected, however it was noted that a significant number of people had engaged with this project. She stated that the projects had been important to educate young people about this important event in history, noting the radical read project. She stated that the learning resources and archive of the project, including the music commissioned were now available online to act as a legacy for the project and provide a learning resource. Information on this resource had been provided to schools so that they were aware of this, commenting that to date there had been over two hundred downloads of the education pack that went live in September. She further informed the Committee that an anthology of young people's stories, including the essay written and performed by Olivia McFadden would be published.

Karen Shannon, Manchester Histories stated that planning was already underway to deliver projects in 2020 around Alf Roberts, disability rights and protest; celebrating Engels in Manchester and the Pan African Conference, both at a local level and national level. A Member commented that consideration needed to be given to accessibility and whether projects could be taken out into neighbourhoods. The Head of Libraries Galleries and Culture acknowledged this commented and confirmed that consideration was been given to how projects and events in Central Library could be transferred and hosted in neighbourhoods.

The Executive Member for Skills, Culture and Leisure paid tribute to Manchester Histories and all volunteers and community groups that had contributed to the delivery of such a successful event, that showcased the heritage and values of the city. He particularly welcomed the involvement of children and young people in this project.

Decision

To note the report.

CESC/19/52 Manchester's Park Strategy 2017-2026

The Committee received a report of the Strategic Director (Neighbourhoods) which provided an update on the progress of delivering the Park Strategy since the last report to Communities and Equalities Scrutiny Committee on 24 May 2018.

The Strategic Lead (Parks, Leisure, Youth and Events) referred to the main points and themes within the report which included:

- Providing a context and background, noting that in December 2017 a ten year strategy for Manchester's Parks was launched to guide investment, upkeep and activation;
- Describing progress against the actions identified within the Plan;
- Information on Quality Standards;
- Information on income;
- Information on Friends, Communities and Volunteers;
- Information on resourcing of the Park's Team; and
- The contribution towards mitigating climate change.

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

- How would local Members be involved with the development of park plans;
- Who would be responsible for the maintenance of the Hough End mobile changing rooms;
- How effective was the new interactive football wall at Platt Fields Park, and was the intention to roll this out;
- There appeared to be a lack of investment in playing pitches in North Manchester, in particular the smaller parks;
- What was being done to support Friends Groups in terms of their own marketing, branding and social media;

- What criteria is applied to assess a 'safe' park, noting that safe is a relevant term to different people and what measures have been introduced to ensure they are safe;
- Consideration should be given to installing CCTV equipment in parks, particularly secluded parks to address issues of Anti-Social Behaviour; and
- Commenting on the lack of play facilities in parks for children with disabilities and their families.

The Executive Member for Skills, Culture and Leisure informed Members that playing pitches were subject to a different strategy and that was the reason they were not referenced within this report. He stated that all Members had been contacted previously regarding this subject and had been invited to comment on and prioritise pitches in their respective wards, and Officers were currently working through these responses. He said that there was a programme of developing bespoke park plans that would involve all relevant stakeholders, including Police, Housing Providers, Friends Groups and Members. He said that despite the ongoing budget cuts Manchester had continued to invest in parks.

The Strategic Lead (Parks, Leisure, Youth and Events) commented that a report was scheduled for consideration at the January 2020 meeting on Capital Strategy for Leisure Facilities that would provide Members with an update on the Playing Pitch Strategy. He stated that they were two separate strategies for the purposes of planning to protect playing fields, however acknowledged that there was a cross over in terms of investment

The Strategic Lead (Parks, Leisure, Youth and Events) stated that planning applications were currently submitted for temporary changing facilities at Hough End, to be delivered in March, subject to planning approval. He said this would be followed by capital investment for improved facilities at the site, and it was anticipated that this would be managed using existing arrangements. He further commented that the football wall would be evaluated, pending any decision to roll out further and the Committee would be kept informed of these developments.

The Parks Lead informed the Committee that Friends Group had been supported to embrace and use social media, using a volunteers' development programme. She further commented that staff undertake safety inspections, in conjunction with Friends Groups, commenting that these were undertaken from a service user perspective, noting that parks needed to appear well loved and cared for, free of weeds and graffiti.

The Parks Lead stated that accessibility was important for all citizens and consideration would be given as to how best consult on park plans to ensure all opinions were captured and understood, including those who currently did not use local parks as a result of limited accessibility.

The Executive Member for Skills, Culture and Leisure acknowledged the comment from the Committee Member who had raised the issue of accessibility by acknowledging that more needed to be done to improve this. He stated this was understood and was a priority for future investment and planning across all parks.

A Member commented that the Our Manchester Disabled Peoples Board could offer support this area of work.

The Strategic Lead (Parks, Leisure, Youth and Events) responded to a question from a Member regarding the 'Parks in Partnership' grant funding offer by advising that information on how this funding could be accessed was to be agreed and information on this would be made available at the appropriate time, adding that it was anticipated that the fund would be launched in spring 2020.

Decision

To note the report.

CESC/19/53 Sport and Physical Activity Strategy

The Committee received a report of the Strategic Director (Neighbourhoods) which provided an update, following the decision by the Executive in May 2018 to endorse the recommendations of the Sport and Leisure Review and agreed to approve the adoption of the new Sport and Physical Activity Strategy and the operating arrangements proposed to deliver it. The report described progress made over the last twelve months and highlighted that Manchester was tackling inactivity six times faster than the national average. Whilst this is a remarkable achievement the Council and partners are not complacent and more work was required to continue the journey of increasing active lives and widening access to tackle underrepresentation.

Officers referred to the main points and themes within the report, which included:

- Information on Manchester Active;
- Describing progress on the Sport and Physical Activity Strategy;
- Describing Health and Well-being Progress;
- Describing Sports Development Progress;
- Describing Capital Investment Progress;
- Describing Key Priorities for the remainder of the year;
- Describing Leisure Centre Contracting Arrangements; and
- Describing Key achievements over the last 12-months.

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

- A definition of active was requested and if ward level data was available;
- Noting the positive impact the staff working in teams had on residents;
- Welcoming the development of facilities at Hough End;
- What training was given to staff to support people with disabilities;
- How were 'closed' sessions for specific groups advertised;
- What was the take up of Social Prescribing;

The Strategic Lead (Parks, Leisure, Youth and Events) informed the Committee that the data was produced had been supplied from IPSO Mori who had undertaken the telephone survey. He stated that 'active' was measured as 3x 30min of moderate

exercise per week. A Member enquired if this information could be provided by ward in future reports, however that Committee were advised that this was not currently available. The Strategic Lead (Parks, Leisure, Youth and Events) welcomed the positive comments from the Members regarding staff and he stated this would be relayed to staff.

In regard to disabled and older provision, the Strategic Lead (Parks, Leisure, Youth and Events) stated that free swimming for over 60s was offered and specific sessions across sites were advertised by each provision. He stated that disabled groups did utilise leisure centre facilities, however there were not many disabled specific programmes offered by operators, however Voluntary Community Sector groups did organise these. He stated that all front line staff received appropriate training regarding disabled person's participation.

In regard to Social Prescribing, the Strategic Lead (Parks, Leisure, Youth and Events) stated that following devolution, local health partners were engaged with the physical activity agenda and health partners were represented on the Manchester Active Board. He stated it had been recognised that having relevant local information in a comprehensive and accessible format for GPs was essential, and work was ongoing to deliver the MCRactive digital platform that would be available to GP surgeries in Manchester.

Decision

To note the report.

CESC/19/54 Overview Report

A report of the Governance and Scrutiny Support Unit was submitted. The overview report contained a list of key decisions yet to be taken within the Committee's remit, responses to previous recommendations and the Committee's work programme, which the Committee was asked to approve.

Decision

To note the report and agree the work programme.

Audit Committee

Minutes of the meeting held on 10 December 2019

Present:

Councillor Ahmed Ali - In the Chair
Councillors Clay, Lanchbury, Russell, Stanton and Watson

Independent Co-opted member: Dr S Downs

Also Present:

Councillor Craig Executive Member Adult Health and Wellbeing
Councillor Bridges Executive Member Children and Schools
Stephen Nixon, Mazars

Apologies: Dr D Barker (Co-opted member)

AC/19/59 Minutes

Decision

To approve the minutes of the meeting held on 12 November 2019 as a correct record.

AC/19/60 Transitions – Children’s to Adult Services

The Committee considered the report of the Executive Director of Adult Social Services and the Strategic Director of Children and Education Services which provided Members with an assurance update on the progress made in responding to outstanding issues arising from the Internal Audit report on the Transition Service.

The Executive Member - Adult Health and Wellbeing and the Executive Member - Children and Schools attended the meeting and addressed the Committee. Also present at the meeting were Tracy Cullen - Assistant Director Adult Services and Julie Hicklin Special Educational Disability Lead – Children’s Services.

The report explained that two of the five recommendations agreed had been implemented and provided progress on the three remaining recommendations. The remaining recommendations related to:

- The development of a transitions strategy;
- The implementation of a plan within six months for the delivery of the revised transitions offer in line with the agreed strategy and vision.
- The introduction of Key Performance Indicators to support day to day performance management.

The chair invited questions from the Committee.

A member referred to the revised framework and asked where young do people with a disability, requiring support and in the process of transition to adult services, fit within the current framework. Officers were also asked to respond to the reference made in the consultation feedback regarding the Transition Team being seen as the “Mental Capacity Act assessment team”.

It was reported that the Transition Board had been reconfigured and now included representation from across service providers and the Parent/Carer Forum. The Transition Board will discuss ‘Transition’ as a themed approach to the issue for the reason that it was recognised that there is not a clear point of transition from children to adult services and work was required to co-ordinate the various services concerned in order to address policy processes and practices. It was reported that the consultation feedback received referred to the Mental Capacity Act, as it applies to young people as they approach 16 years old and the need for Children’s Services and Adult Services to work together in supporting young people on decisions to be made about their future during the process of transition.

The Executive Members (Adult Health and Wellbeing) and (Children and Schools) informed that a meeting that Manchester Health and Care Commissioning Board had already considered the theme of Transition across related services and this will help to inform the Transition Board when it discusses the theme.

A member referred to the period of time between the audit recommendations in 2018 and the target date of completion in 2020 and asked what arrangements had put in place for young people in the process of transition to adult services. Reference was also made to the introduction of Liquid Logic in July 2019 and officers were asked if all children’s details had been migrated onto the new system and how this is maintained.

The Executive Member - Adult Health and Wellbeing gave an assurance that the outstanding recommendations would be completed by February 2020. The point was made that the recommendations related to strategic planning, a draft transition policy and a transitional training plan as part of the development of a strategic overview for the service. The transition and care arrangements of young people in transition had not been affected and every young person had received a service and has access to support during this period. The Committee was also informed that details of children in a category of “known to Social Care” had been moved onto Liquid Logic system. The migration of children from the education database had started as part of a seventy-week work process and would include children with an Education Health Care Plan or a disability.

The Head of Internal Audit and Risk Management reported that a position statement on the outstanding recommendations would be provided to the Committee in February and would be referred to again within the Annual Opinion to be submitted to the Committee in March 2020.

The Chair noted the work that has been undertaken and yet to be completed to achieve clear outcomes. In noting the assurance given through the report the Committee thanked The Executive Members and officers for the information provided and responses to questions.

Decision

To note the report and the comments received.

AC/19/61 Adult Social Care – Improvement Programme

The Committee considered the report of the Executive Director Adult Social Services which provided an overview of current work to improve the core delivery of adult social care services through improvements in process, systems, practice and culture.

The report provided an update on work to integrate adult social care into Manchester Local Care Organisation, including the mobilisation of the Integrated Neighbourhood Teams.

The committee had previously considered a report in October 2019 and a diagnostic piece of work was undertaken that identified challenges on Adult Services such as:

- An increase in in safeguarding enquiries;
- Increase in deprivation of liberty safeguards referrals;
- Challenges in maintaining low lists for assessments and reviews.

The chair invited questions from the Committee.

A member asked officers if they considered the targets set had been over ambitious, in view that some were not going to be delivered on target and the degree of priority given to the targets by those officers responding to the findings. Officers were also asked to give an update on the progress of the implementation of the improvement plan.

The Executive Director - Adult Social Services stated that the input of internal audit is valued as a means to improving services. The aim of the service is to improve at pace however, this is being done in competition with other challenges on the service, such as the integration agenda, staff recruitment and other significant key pieces of work arising during this period.

The Executive Member - Adult Health and Wellbeing referred to the improvement plan and explained that in the process of delivering the plan there had been a series of challenges such as a significant rise on service demand impacting on staff caseloads and other issues that required action to be taken at once. The improvement plan has helped to deal with those unanticipated issues but has also ensured the safe delivery of services to Manchester residents.

Decision

To note the report submitted and the comments made.

AC/19/62 Adult Services Outstanding Audit Recommendations

The Committee considered the report of the Head of Internal Audit and the Executive Director of Adult Social Services. The report provided an overview of the ongoing programme of improvement work for the Audit Committee, in particular to highlight that work to respond to risks confirmed through internal audits undertaken in recent years and now forms part of a wider programme.

The chair invited questions from the Committee.

A member referred to the setup of performance metrics to monitor performance during the implementation of the action plan, to be agreed with GM Mental Health Trust Management (GMMH), and questioned officers on the use of metrics and the length of time monitoring has taken place. Officers were also asked what metrics are in place to measure success in respect of the work on transitions and what percentage of managers had completed supervision training.

It was reported that GMMH have been providing a service for almost two years however, statutory governance monitoring has been provided through Manchester Health and Care Commissioning. The purpose of the recommendation was to dig deeper as part of the Council's statutory duties under the Care Act and its delivery and to work closer with GMMH. In addition, it was reported that the Assistant Director Adult Services acts as link to the GMMH and provides support to the professional lead. The Executive Director Adult Social Services undertook to circulate to members of the committee, for information, performances metrics in respect of GMMH and Transition work and details on the uptake of supervision training by managers.

The Committee discussed the writing and contents of audit reports and, in particular, the language used to present of information. The point acknowledged that phrasing used within reports could sometimes be difficult put into context if the reader was not directly involved with an issue.

Decisions

1. To note the report and the comments made.
2. To circulate to members of the committee, for information, details of performance metrics in respect of Greater Manchester Mental Health Trust to identify measures of success and information on the take up and completion of supervisory training by mangers.
3. To note the comments made regarding the phrasing used within the executive summaries or audit reports.
4. To request an update to be provided to members of the committee on the completion date in respect of the Deprivation of Liberty Safeguards (DoLS) recommendations.

AC/19/63 External Audit - Update

The Committee heard from Stephen Nixon, Mazars the Council's External Auditors.

The committee was informed that the Audit Plan will be submitted to the next meeting.

Decision

To note the report.

AC/19/64 Draft Code of Governance

The Committee considered the report of the Deputy Chief Executive and City Treasurer which presented a revised draft Code of Corporate Governance. The revised Code of Governance will be submitted to the meeting of Council on 27 January 2020.

The chair invited questions from the Committee.

Reference was made the process of engagement with the public and how this takes place. Officers were asked for evidence of community engagement through ward co-ordination and its effectiveness which varied across the city in terms of the role of elected members and the support/development/training they receive in comparison to officers which should be reflected in the Annual Governance Statement.

It was reported that the process of engagement will be spread across the Council and this will set out within the Annual Governance Statement. The process of consultation and how it could be improved had been considered at a scrutiny meeting. The engagement of communities through ward co-ordination does take place but work was needed to assess how effect this is. The point raised on member training and support was noted and would be taken up through member services. In addition, the Equality Team would be contacted regarding the inclusion of staff and elected members to better reflect diversity of those people contacted for engagement purposes and to address the wording used in the Code, in light of the comments received.

Decision/s

1. To note the report submitted.
2. To note the comments made in respect of:
 - The wording of the Code of Governance document
 - Elected member training and support arrangements
 - The inclusion of staff and elected members to reflect diversity of the city to improve the level of effective engagement.
3. To recommend to Council that the revised Code of Corporate Governance be incorporated into the Council's Constitution, subject to the comments received.

AC/19/65 Annual Audit Plan – Horizon Scanning Report

The Committee considered the report of the Head of Audit and Risk Management which set out areas of potential risk and focus for 2020/21 and future years' internal audit planning. The Committee also received a presentation that set out the context of the plan and identified potential areas of future risk within each area of council service.

The chair invited questions from the Committee.

In noting the areas of risk across the Council's directorates, members referred to the resources available to undertake audit work and underlined the importance of focusing on areas that have most impact on the public in particular prioritising the welfare of people before other areas of services that are not frontline. Officers were referred to the issue of risk management and were requested to define what internal audit perceive as being a key risk. The point was also made that the lists shown in the report could be considered as being prioritised.

The Committee was informed that frontline services to residents is at the forefront of the audit plan, although it is necessary to balance this across areas such as the needs of residents, welfare and statutory requirements. Therefore, the audit of key systems of control, are in place to oversee these to ensure their governance is robust and working effectively. Members were informed that the lists in the report were not prioritised or in any order. The Corporate Risk Register will be refreshed and will be submitted to Audit Committee on 11 February 2020. The Annual Audit Plan will be submitted the following month and will include topics from the Risk Register as well as other issues.

A member referred to future changes in areas such as IT and new technology and officers were asked what preparations are in place to ensure there are resources with the right knowledge skills mix to meet new challenges.

The Committee was informed that investment is being made into increasing skills capacity in areas including data information systems, ICT and data analytics to identify patterns and improve efficiency. Staff training is in place to increase in-house skills and knowledge to meet new challenges. IT and new technology is recognised as a key growth area for audit and in some cases it may be necessary to procure external expertise when a particular skill mix is not available internally.

Members referred to the non-completion of the previous audit plans due to a lack of resources and asked officers how many staff vacancies are in Internal Audit and what preparations were in place to fill them. Also officers were asked if there are any areas that have not been identified as a priority that should be.

It was reported that there are currently three vacancies and interest is being sought to fill the vacancies, however the staffing arrangements may change and temporary resources may be brought in to ensure the audit work plan is achieved. A service review is ongoing and this will provide an assurance that resources will be available over the year to fulfil work demands.

In response to the issue of audit planning for the unknown, it was reported that essential areas such as statutory roles are monitored through key processes and

systems to identify changes or the emergence of patterns. Changes in systems could include overspends or a rise in the number of complaints received in an area of service as well as intelligence gathered from internal and external sources.

A member referred to the role of audit teams from other GM Authorities and asked if consideration had been given to individual authorities leading or specialising in a particular area or skill set.

It was reported that discussion has taken place with the other GM Authorities to co-ordinate working in collaboration and the sharing of resources for pieces of work. This collaborative approach is already taking place with audit work and audit colleagues in the health service.

Decision

To note the report and the comments received.

AC/19/66 The Committee's Work Programme

Decisions

1. To note the Work Programme.
2. To note that the meeting of the Committee on 14 January 2020 has been cancelled.

Personnel Committee

Minutes of the meeting held on 5 December 2019

Present: Councillor Ollerhead – in the Chair

Councillors: Councillors Akbar, N Murphy, Leech, Rahman, Richards and Stogia

Apologies: Bridges Craig Leese, S Murphy and Sheikh

PE/19/26 Minutes

Decision

To confirm the minutes of the meeting held on 16 October 2019 as a correct record.

PE/19/27 Recruitment arrangements for post of Strategic Director, Growth and Development

The Committee considered a report of the Chief Executive regarding the intended retirement of the Strategic Director of Growth and Development from April 2020.

The Interim Director Human Resources introduced the report and informed the Personnel Committee of the Chief Executive's decision to exercise her delegated authority to commence appointment to the post.

No Trade Union comments had been submitted for the item. The Committee thanked Eddie Smith for his outstanding service to the City of Manchester and in particular, for the huge impact his work had made on the regeneration of East Manchester. The Committee fully supported the proposal that the Chief Executive exercises delegated authority for the appointment to the post and agreed that the relevant Executive portfolio Members be consulted as part of those arrangements:

Decisions

1. To note that the Strategic Director of Growth and Development has indicated he will be retiring from April 2020 and to thank Eddie Smith for his work for the Council over many years.
2. To note that the Chief Executive proposes to commence recruitment to the post immediately and has decided to exercise her delegated authority to commence appointment to the post in consultation with the Leader of the Council, Councillor Carl Ollerhead, Councillor Suzanne Richards, Councillor Angeliki Stogia, and Councillor Luthfur Rahman and Councillor Nigel Murphy.
3. To note the proposal to recruit to this Non-Statutory Chief Officer role on a like for like basis; title, role and grade remaining unchanged.

4. To note that a further report will be submitted to the Personnel Committee early in 2020 following a review of the wider directorate management team capacity.

PE/19/28 Realign Senior Leadership Capacity in City Solicitor's

The Committee considered a report of the Chief Executive which put forward a proposal to realign senior leadership capacity with the City Solicitor's portfolio in the context of the departure of the Director of Strategic Communications and the need to realign and develop wider leadership and management capacity.

The proposed changes will lead to a budget saving of £18k and are designed to invest in delivery capacity in support of the Council's strategic objectives.

No Trade Union comments were submitted for consideration of the item.

The Committee thanked Jennifer Green for her contribution to the City of Manchester and agreed the proposals.

Decisions

1. To note the resignation of the Director of Strategic Communications with effect from 3 January 2020 and to thank Jen Green for her commitment and dedication to organisation for the past 20 years.
2. To agree the disestablishment of the Director of Strategic Communications SS3 (£78,715 - £87,217) and the re-establishment of a Head of Strategic Communications role SS2 (£68,526 - £74,175).
3. To note the retirement of the Head of the Executive Office with effect from 31 January 2020 and to thank Helen France

Personnel Committee

Minutes of the meeting held on Thursday, 19 December 2019

Present: Councillor Ollerhead (Chair) – in the Chair

Councillors: Akbar, Bridges, Craig, Leech, N Murphy, S Murphy, Rahman, Richards and Sheikh

Apologies: Councillor Stogia

PE/19/29 Minutes

Decision

To approve as a correct record the minutes of the meeting on 5 December 2019.

PE/19/30 Adoption of Greater Manchester Continuous Service Protocol

The purpose of the Greater Manchester Continuity of Service Protocol was to provide a mechanism for recognition of service where an individual employed within local government or for the NHS in Greater Manchester moves employment between those sectors on a voluntary basis.

In May 2018 the Committee had considered the adoption of the Protocol by the Council (Minute PE/18/13). At that time the Committee had agreed to recommend that Council adopts the GM Continuity of Service Protocol on a discretionary basis and had delegated authority to exercise that discretion to the Director of HROD in conjunction with the relevant Strategic Director. The Committee had also delegated authority to the City Treasurer in consultation with the Executive Member for Finance and Human Resources to determine discretionary payments under the Protocol.

A report submitted by the Chief Executive now proposed that the Protocol be fully adopted, and the existing discretions and delegated authorities be withdrawn.

The report explained that increasing concerns had been voiced by trade union representatives at the Manchester Workforce Engagement Forum about the lack of a consistent position across Greater Manchester and the failure to adopt fully to the Protocol by major employers. In response to these concerns, the Chair of the Manchester Workforce Engagement Forum had met with employer and trade union representatives of the Greater Manchester Workforce Engagement Board in February 2019 and agreed the following steps.

- Greater Manchester Health and Social Care Partnership would undertake an impact assessment of the Protocol as adopted by local authority and NHS employers across GM and report back to Manchester Locality Workforce Transformation Group (LWTG).

- The LWTG would complete a risk assessment based analysis of actual redundancies over preceding 12 months or potential future redundancies.
- The LWTG would agree to recommend individual employing organisations in the Manchester Locality to adopt a collective position on the full adoption of the Protocol (subject to the outcomes of the above analysis).

The report explained that those steps had been undertaken and that the assessment had concluded that the risks associated with transferring redundancy cost liabilities between organisations were considered to be very low. It was also felt that the Protocol would offer opportunities to employers to identifying suitable employment across organisational boundaries should redundancies ever be contemplated in the future. The LWTG was therefore recommending that the employers, including the Council, fully adopt the Protocol. The Committee accepted that proposal, noting that there were no comments from the Trade Unions reported at the meeting.

Decisions

1. To approve the full adoption of the Greater Manchester Continuity of Service Protocol for relevant new starters with effect from 1st January 2020.
2. To note that the below affected policies will be updated to reflect the agreed position.
 - Annual Leave Policy
 - Recruitment & Selection Policy
 - Contractual sick pay
 - Pay policy statement
 - Voluntary severance.
 - Maternity Policy
 - Paternity Policy
 - Maternity Support Policy
 - Shared Parental Leave Policy

PE/19/31 Strategic Commissioning - Additional Capacity

A report submitted by the Chief Executive proposed the creation of an additional senior management role in the Children's and Education Services Department. This role was intended to provide strategic capacity and commissioning leadership and direction to the rest of the Children's Leadership Team. A proposed structure chart appended to the report showed that this new post would report to the Strategic Director and be the line manager for the existing Commissioning Manager (Grade 12) post. The proposed grade of the new post was SS1. The Committee supported this proposal and agreed that the new post be added to the establishment, noting that there were no comments from the Trade Unions reported at the meeting.

Decision

To approve the creation of a new role of Strategic Lead for Commissioning Grade SS1 (£60,857 - £65,865) as part of the leadership team within Children's and Education Services and reporting to the Strategic Director.

Planning and Highways Committee

Minutes of the meeting held on Thursday, 14 November 2019

Present: Councillor Curley (Chair)

Councillors: Nasrin Ali, Shaukat Ali, Andrews, Y Dar, Davies, Flanagan, Hitchen Kamal, J Lovecy, Madeleine Monaghan, Riasat and White

Also present: Councillors: A Simcock and Shilton-Godwin

PH/19/101 Supplementary Information on Applications Being Considered

Decision

To receive and note the late representations.

PH/19/102 Minutes

Decision

To approve the minutes of the meeting held on 19 September 2019 as a correct record.

PH/19/103 123364/FO/2019 – 15-19 Slade Lane, Manchester, M13 0QJ - Longsight Ward

The application submitted relates to the erection of two three-storey buildings providing six apartments in each (twelve in total) including two car parking spaces and associated cycle shelter, landscaping and boundary treatments following demolition of existing buildings.

The application site measured 0.15 hectares in area, is of a roughly rectangular shape and is bounded by a functioning railway line to the rear (east), two-storey semi-detached dwellinghouses to the north and a children's day nursery to the south. Opposite the site on the other side of Slade Lane is a church and associated church hall. The site relates to a disused haulage yard which incorporates industrial type outbuildings, including a single storey, double height shed and an inspection pit to the side of 17 Slade Lane, together with a single pair of two-storey, semi-detached, bay fronted residential properties to the southern half of the site at 17-19 Slade Lane.

The Planning Officer did not provide any further updates on the application to the information already submitted to the Committee.

The applicant's representative was present at the meeting and addressed the Committee on the proposed development.

There were no objectors to the application present at the meeting.

The Chair invited members to ask questions and comment on the application.

A member made reference to the Council's affordable housing policy of the properties proposed and why this had not been included within the report.

The Planning Officer reported that the number of units in the development did not meet the threshold of Council's affordable housing policy.

A member referred to consultation with any existing residents neighbouring the site and whether the residents could be included in any ongoing consultation with the constructors such as the construction management plan to help reduce any potential impact during the construction process.

The Planning Officer reported that the properties on the site are in a poor state of repair and not habitable and there is no requirement for the constructors to consult with neighbours on the construction management plan. Liaison with the constructor and officers from Environmental Health and Highways would take place to ensure compliance with the construction management plan. Planning Officers undertook to encourage all constructors to start and maintain a dialogue with local residents before and during the construction process.

A member referred to the density of the proposal, as referred to in Policy H5, in view of the proximity of Longsight District Centre and asked what consideration had been given to that Policy. Officers were also asked what consideration had been given to the arrangements of the bin store for the proposed development.

The Committee was informed that the density of the proposed development was assessed as part of the application process regarding scale, massing, parking and mixture of properties and had met those requirements. The bin store has been designed to be appropriate for the landscaping of the development and to be unobtrusive to the street scene and practical to allow good access for residents.

Decision

The Committee approve the application, subject to the conditions and reasons set out in the report submitted.

PH/19/104 124495/FO/2019 – Land at Great Ancoats Street, Manchester, M4 7DB - Ancoats and Beswick Ward

This application was for the erection of a 12 storey building to create a 212-bedroom hotel (Use Class C1) with ancillary facilities at ground and first floor level and associated servicing, disabled car parking, drop-off area, public realm and hard landscaping works, with access from Pollard Street.

The application site measured 0.11 hectares in a prominent position on Great Ancoats Street. The site is part of a larger area of surface parking and is surrounded

by a timber knee rail and vegetation. Vehicle access to the site is from Pollard Street. The site is bounded by Great Ancoats Street, a 5 storey office building and 7 storey hotel, and apartment buildings ranging from 4 to 8 storeys.

The Planning Officer drew the Committee's attention to the late representation that had been submitted regarding an update made to Condition 2 of the recommended planning conditions.

The applicant's representative was present at the meeting and addressed the Committee on the proposed development.

There were no objectors to the application present at the meeting.

The Chair invited members to ask questions and comment on the application.

A member in welcoming the application, referred to the arrangements proposed for disabled parking (two spaces had been allocated) and questioned if this was adequate in view of the number of staff to be employed at the hotel and guests who may have a disability and require a disabled parking space.

The Planning Officer reported that the site is located within the city centre and subject to planning policies that seek to promote sustainable means of transport and discourage car usage. The development site is in a central and highly sustainable location within easy access to buses, trams and trains. The Committee was informed that there is a permission on the site for a larger development than that proposed in the application. The application seeks to make the most efficient use of the site with some landscaping included. If required, discussions could be arranged with the proprietor of an adjoining car park site to arrange for additional car parking spaces in addition to the two disabled spaces proposed.

The member, in noting the response, reiterated that point that there is a need for additional disabled parking spaces to those proposed to prevent people with limited mobility from being disenfranchised and on that basis the member would be minded to refuse the application until this issue had been satisfactorily addressed.

Members referred to the need for colour images within the agenda papers for planning applications rather than black and white images provided to help members to better understand the proposal and the surrounding area.

The Planning Officer reported that the images for all planning applications were available in colour on the planning portal accessed through Council's website. Black and white images are used in printed agendas for all Council committees.

The Chair stated that he would speak to the Chief Executive on the use of colour images within reports before the next meeting of the Committee.

A member referred to the information provided within the application and questioned if this was sufficient to make an informed decision on the application.

The Director of Planning stated that the reports submitted to the Committee are written with a sufficient level of information and detail to enable committee members to understand a proposal and make an informed decision.

The members concluded that the application required further consideration to address the concerns raised regarding disabled parking spaces and requested that the Director of Planning bring a further report to the next meeting to address the concerns with potential reasons for refusal.

Decision

The Committee is minded to refuse the application for the reasons that the proposed two disabled parking spaces are not sufficient for the size of the proposed development in view of the number of potential visitors and workforce.

PH/19/105 12685/FO/2019 – Land at Hough End Centre and South of Mauldeth Road West, Manchester, M21 7SX – Chorlton Park Ward

The application submitted relates to the construction of a part three storey, part two storey, part single storey building to provide a new secondary school with associated sports facilities and floodlighting, external landscaping, car park, cycle store and access as well as replacement outdoor provision for a police dog training area and police horse paddocks.

The application site measured 4.3 hectares and comprised of a parcel of vacant land formerly used to accommodate a care home that has been demolished and the southern part of the site is currently used by Greater Manchester Police and provides an outdoor police dog training area, horse paddocks and 2 grass sports pitches.

The site is bounded to the north by Mauldeth Road West beyond which lies residential property on Mauldeth Road West, Chelsfield Grove and the junction of Withington Road and Mauldeth Road West. To the east lies the rest of the Greater Manchester Police compound known as The Hough End Centre, Broughton Park Rugby Club and Hough End Playing Fields. To the south west the site is bounded by the Metrolink Line with residential property beyond.

The proposed secondary school would eventually cater to 1200 pupils, aged 11-16, with 120 full time members of staff in a three storey (9424m² floor space) new build facility.

The Planning Officer drew the Committee's attention to the late representation that had been submitted regarding a question raised on the location of the school and the potential impact of Brexit on the need for additional school places. Reference was also made to the rewording of Condition 28, in the event that foxes were found to be on the development site.

There were no objectors to the application present at the meeting.

Councillor Shilton-Godwin attended the meeting and addressed the Committee on the application on behalf of Chorlton Park ward councillors. Reference was made to concerns raised on the site of the proposed high school and the travel arrangements of pupils to get to the school and the other high schools located in the area. This would result in a high number of journeys each day by pupils to and from the school. The Chorlton Park ward councillors welcomed the building of a new school and were satisfied with planning officer responses to the concerns they had raised. The committee was informed that the ward councillors would continue to work with officers on the application.

The applicant's representative was present at the meeting and addressed the Committee on the proposed development.

The Chair invited members to ask questions and comment on the application.

A member referred to the travel plan arrangements proposed and asked for clarification of the number of drop off bays proposed and the controls to be introduced to prevent and discourage drop off on Mauldeth Road West.

The planning officer reported that there were 24 drop off bays proposed and there would be a further 18 visitor and additional mini bus spaces that could also be used for drop offs. A programme of traffic controls and other measures would be introduced on Mauldeth Road West, including traffic regulation orders, to prevent and discourage vehicles from stopping on the road and mounting the pavement. In addition, a shared pedestrian cycleway would be introduced to the south of Mauldeth Road West between Princess Road and the Metrolink bridge.

Decision

The Committee approve the application, subject to the conditions and reasons set out in the report and supplementary information submitted.

[Councillor Flanagan was not present for the consideration and when the vote on this application took place.]

PH/19/106 121320/FH/2019 - 53 Kingston Road Manchester M20 2SB - Didsbury East Ward

The application was for a retrospective application for the reconstruction of external brick work to front and side elevations of a dwelling. The application was submitted to the Planning and Highways Committee on 19 September 2019 where the Committee decided to undertake a site visit. The application was submitted to the Committee on 17 October 2019 where the applicant requested that the application be deferred in order to allow for a sample panel of the brick tinting to be prepared.

The property at 53 Kingston Road is a 2 storey detached dwellinghouse located within the Didsbury St James Conservation Area. 53 Kingston Road is one of seven identical detached dwellings (the *Shirley Houses*), located on the eastern side of

Kingston Road, which were constructed as accommodation for staff by the Shirley Institute, now Towers Business Park.

The property sits in spacious grounds, beyond which to the north and south are properties 47 and 55 Kingston Road respectively, both properties are two storey detached dwellings. To the east of the site there is a thick landscape belt running along the common boundary with The Towers Business Park. To the west of the site, on the opposite side of Kingston Road, stands no. 56 Kingston Road, a part single/part 2 storey detached dwelling.

Planning permission to erect a two storey rear extension and a single storey side extension to the property was approved in January 2018 under reference 117633/FH/2017. The planning permission was conditional upon using matching bricks in the construction of the extensions in order to maintain the uniform look of the *Shirley Houses*. It became apparent during the construction of the extensions that the approved brick (Ibstock Birtley Olde English) had not been used. Furthermore, for structural reasons the applicant removed the outer skin of the front elevation and completely rebuilt the side elevations using instead a Weathered Pre-War Common type brick.

In view of the use of the non-matching bricks and the fact the rebuilding work was undertaken while the extensions approved under planning approval 117633/FH/2017 were being constructed, the applicant was informed of the need to apply for the rebuilding of the front and side elevations and this formed the basis of the application submitted. In addition to applying to retain these rebuilt elevations, the applicant also proposed to colour tint the bricks to match the other remaining *Shirley Houses*. While not part of this proposal the applicant would also be colour tinting the extensions approved under planning permission 117633/FH/2017 to ensure that all the new brick work matches the other *Shirley Houses*.

The applicant had also applied for planning permission to erect a brick garage at the side of the dwelling, along with a front brick boundary wall and gateposts, and this application was also before the Committee (121460/FH/2018). As with the application, it is also proposed to colour tint the brickwork used in the construction of the garage. This is referred to in planning application 121460/FH/2018 (below).

Committee members undertook a site visit to inspect the property prior to the meeting. In providing a summary of the application, the Planning Officer reported that a sample of bricks had been produced for inspection during the site visit that had taken place. In addition, members had expressed concern with regard to the driveway not being level with the public footway and an additional condition had been added to address the drive/ footway levels and drainage issues.

An objector attended the meeting and addressed the Committee regarding their objections to the proposed development.

The spouse of the applicant attended the meeting and addressed the Committee on the application.

Councillor A Simcock, ward Councillor (Didsbury East) attended the meeting and addressed the Committee regarding a number of concerns with the development and the work that had taken place at the site. Reference was made to the Conservation Area in which the property is located and highlighted that the current brickwork does not match the existing Shirley Houses adjacent. Concern was raised in view of the building work that had continued without appropriate planning permission, after a site visit had been agreed. Also, no examples of brick tinting had been provided as promised, until a small sample of tinted bricks was produced during the site visit. Work had also taken place to build a separate brick garage and install extensive external lighting to the property without planning permission. Two mature trees had been removed from the site and no new trees planted to replace them. Other remedial works were required to the site including the replacement of the damaged pavement and kerbs caused by heavy contractor vehicles and the installation of a dropped kerb to the property access. Councillor Simcock expressed concern at the actions of the applicant in ignoring the planning process and requested that the strongest possible action be taken.

The planning officer informed the Committee that additional planning conditions have been added which require the applicant to:

- produce samples of brick work tinting for the property to the satisfaction of the planning officer. Any changes to the brick work would need to be carried out;
- plant two trees on the site to replace the trees removed;
- carry out remedial work to repair damage the pavement and kerb, introduce a dropped kerb to the access and amend the driveway level to meet the footway level.

The Chair invited members to ask questions and comment on the application.

In noting the work of officers to address the concerns raised, members expressed concerns regarding the tinting of the brickwork of the building, the loss of the two trees from the site and the levelling of the driveway with the pavement and the installation of a dropped kerb. The point was made that the sample of tinted bricks shown to Committee members during the site visit were not in situ and it would be necessary to see a sample area of the tinting on an area of the building to determine if the colour matched the other Shirley Houses. An undertaking was requested from the applicant to guarantee that two mature trees would be planted on the site at an appropriate time of the year to ensure the trees would continue grow. A member made reference to the impact of the brickwork of the building on the conservation area and planning officers were asked if a 'stop notice' had been considered in view of the unauthorised building work taking place and had enforcement action been taken.

The Committee was informed that a 'stop notice' would be issued if there would significant harm caused from the development and so was not appropriate for the circumstances of this application. Enforcement action had been started and had been suspended following the solution proposed by the applicant to address the issues outlined. It was considered that the proposed solution would address the planning issues in the context of the conservation area.

Councillor Flanagan proposed that the application be Minded to Approve, subject to the following:

- The tinting of a sample patch area of brickwork at the rear of the property to match the brickwork of the other Shirley Houses located within the conservation area;
- To delegate authority to the Director of Planning, in consultation, with the Chair of the Planning and Highways Committee, to determine whether the sample brickwork on the property is a satisfactory and matches the colour of the brickwork of the other Shirley Houses.
- The planting of two mature trees in the garden of the property to replace the two trees removed and for planting to take place at an appropriate time of year to ensure the trees continue to grow and mature.
- The carrying out of remedial work to the driveway of the property to ensure that it meets the level of the footway.
- The fitting of a dropped kerb to the access to the driveway and replacement of damaged kerbstones.

Councillor Andrews seconded the proposal.

Decision

Minded to Approve the application, subject to the following conditions:

- The tinting of a sample patch area of brickwork at the rear of the property to match the brickwork of the other Shirley Houses located within the conservation area;
- Delegating authority to the Director of Planning, in consultation, with the Chair of the Planning and Highways Committee, to determine whether the sample brickwork on the property is satisfactory and matches the colour of the brickwork of the other Shirley Houses.
- Subject to agreement being reached on the sample of brickwork tinting, the remainder of the brickwork tinting for the rest of the house and the garage is to be completed within a year.
- The planting of two mature trees in the garden of the property to replace the two trees removed and for the planting to take place at an appropriate time of year to ensure the trees continue to grow and mature.
- The carrying out of remedial work to the driveway of the property to ensure that it meets the level of the footway.
- The fitting of a dropped kerb to the access to the driveway and replacement of damaged kerbstones.

PH/19/107 121460/FO/2018 – 53 Kingston Road Manchester M20 2SB – Didsbury East Ward

The application was for a part retrospective application for the erection of a detached garage and a front brick boundary wall with associated metal gates.

The Committee considered the application in conjunction with application 121320/FH/2019.

An objector attended the meeting and addressed the Committee regarding their objections to the proposed development.

The spouse of the applicant attended the meeting and addressed the Committee.

Councillor A Simcock, ward Councillor (Didsbury East) attended the meeting and addressed the Committee regarding a number of concerns with the development and the work that had taken place at the site. Reference was made to the Conservation Area in which the property is located and the brick work that does not match the existing Shirley Houses adjacent. Concern was raised in view of the building work that had continued without appropriate planning permission, after a site visit had been agreed in August 2019. Also, no examples of brick tinting had been provided as promised, until a small sample of tinted bricks were produced during the site visit.

The Chair invited members to ask questions and comment on the application.

Members raised concerns regarding the colour of the bricks used in the construction of the garage and the construction of the been completed without planning permission.

The Committee was advised that the application had been processed in accordance with the part completion of the garage at the time. The completion of the garage building would need to be considered by the Committee based on the additional information submitted and the site visit that had taken place prior to the meeting.

Members determined that the application should be Minded to Approve subject to conditions.

Decision

Minded to Approve the application, subject to the following conditions:

- The tinting of a sample patch of brickwork at the rear of the property to match the brickwork of the other Shirley Houses located within the conservation area;
- Delegating authority to the Director of Planning, in consultation, with the Chair of the Planning and Highways Committee to determine whether the sample brickwork on the property is a satisfactory and matches the colour of the brickwork of the other Shirley Houses.
- Subject to agreement being reached on the sample of brickwork tinting, the remainder of the brickwork tinting for the rest of the house and the garage is to be completed within a year.

Planning and Highways Committee

Minutes of the meeting held on Thursday, 19 December 2019

Present: Councillor Curley (Chair)

Councillors: Andrews, Y Dar, Davies, Flanagan, Hitchen, J Lovecy, Lyons, Riasat, Watson and White

Apologies: Councillors Nasrin Ali, Shaukat Ali and Madeleine Monaghan

Also present: Councillors: Rawson, Wheeler and Karney

PH/19/108 Supplementary Information on Applications Being Considered

Decision

To receive and note the late representations.

PH/19/109 Minutes

Decision

To approve the minutes of the meeting held on 14 November 2019 as a correct record.

PH/19/110 122160/FO/2018 – Belle Vue Stadium, Kirkmanshulme Lane, Manchester, M18 7BD – Longsight Ward

The application submitted relates to the proposed residential development comprising of eighty apartments within one part three, part four storey block and one 3 storey block and the erection of one hundred and sixty-seven, two and two and a half storey dwellings with associated car parking, boundary treatments and landscaping, the creation of new roads and access points off Kirkmanshulme Lane, site remediation and other associated engineering works following the demolition of the existing buildings.

The application site is approximately 4.82 hectares in size and is bounded by Kirkmanshulme Lane to the north, Mount Road to the east, existing residential properties on Stanley Grove to the south and the Belle Vue Sports Village, Leisure Centre and Speedway track complex to the west.

The site is located approximately 550 metres to the north-west of Gorton District Centre and approximately 4 kilometres to the south-east of Manchester City Centre. The topography of the site is predominantly flat but does have some areas of mounding due to previous earthworks and movements around the site. The site is regular in shape and is currently occupied by the Belle Vue Stadium and associated

car parking and operational areas around the track. The stadium is currently used for regular greyhound racing and stock car racing and the site is also used by the MSM Motorcycle Training Centre.

The Chair indicated that in view of the interest expressed in the application from various groups in attendance he would, on this occasion, allow more than one speaker to address the Committee.

The Planning Officer drew the Committee's attention to the late representation that had been submitted regarding comments received from a member of the public supporting the need for affordable homes and stating that greyhound racing is no longer viable at the race track. Further comments had also been received from representatives from Friends of Belle Vue and Startax Oval Motorsport Ltd which presented reasons opposing the application. A ward Councillor had also commented on the location of the development welcoming the mix of housing and the possibility of achieving 20% affordable housing contribution. The applicant/ agent had provided further detail on boundary treatments and plans for the development. The Head of Planning had provided reasons in response to the objections raised.

An objector spoke as a local resident against the application and expressed concern on the level of affordable housing within the proposal (14%) and quoted the national guidance which recommends 20% affordable properties. Reference was also made to the human rights considerations and the loss of the amenity through the loss of the race track which had been used by millions of visitors to Belle Vue since 1926.

An objector spoke on behalf of the Friends of Belle Vue Stadium highlighting the loss of a working class sport and valuable facility within the city that has been in place since 1926 and continues to hold numerous sporting events each year. Reference was made to the granting of an Asset of Community Value order and the ongoing viability of the of the businesses associated with the race track and the welfare of the animals involved in racing. The site currently provided car parking for the adjacent speedway track which will be moved on to residential streets if the development proceeds. The point was made that the reports used in the application have included misleading information.

The applicant's representative addressed the Committee on the application.

The Planning Officer responded to issues raised and advised the Committee that the site of the proposed development does not fall within the Council's Core Strategy, UDP or the MCC Citywide Open Spaces Sports and Recreation Study. The sports of greyhound racing and stock car racing do not fall within the sports protected under Sport England. In considering and balancing the issue of the loss of a sporting spectator facility it is considered that the demand for housing outweighs the loss of the facility. The issue of affordable housing has been tested and this will take place again to test on profits made from any uplift in the value of the properties. The issue of a community asset has been taken into account as part of the planning process. The issue of animal welfare is the subject of separate legislation.

The Chair invited Committee members to ask questions and comment on the application.

A member referred to:

- The covenant in place on the site regarding its use for leisure and asked for clarification from officers.
- Tree cover, in view of the comments from the arboricultural officer that more trees could be included in the landscaping proposals, could conditions 13-17 be amended to require the planting of additional trees.
- In view of the proximity of the development site to the city centre, could conditions be included to ensure that the properties are for private family residential use only to prevent them from being used for private rental purposes.

The Planning Officer reported that the covenant on the site is not a matter for planning and would be for the developer to address separately. With reference to trees on the site, it was reported that there are one hundred trees proposed for the site, as part of a landscaping plan yet to be agreed. Through negotiation, planning officers will push for the inclusion of additional trees with the developer which are appropriate for the location. It was reported that legal advice had been sought and officers were satisfied that the proposed conditions were sufficient to enable enforcement action to prevent properties being used as houses in multiple occupation, hostels or bed and breakfast accommodation.

A member referred to arrangements for parking in view of the adjacent leisure facility and asked officers if these are sufficient to deal with the demand for parking of visitors to the speedway track.

It was reported that there is over 100% parking arrangements for houses and 61 spaces for the apartments and 100% cycle parking. The parking management plan has been assessed by officers from Highways and the plan is considered to be acceptable, in view of the traffic calming and other highways works. The adjacent speedway track is subject to a management strategy to address major events and car parking arrangements.

A member referred to the major road junction of Mount Road and Kirkmanshulme Lane and asked officers if any conditions had been included in the proposal, and had community use of the new stadium been factored into the closure of the Bell Vue Stadium.

It was reported that a traffic impact assessment had been submitted as part of the application and the impact on nearby junctions had been assessed including the junction of Mount Road and Kirkmanshulme Lane and a package of off site highway works were proposed including a cycle lane and were to be delivered as part of a highway works Condition. Community facilities are available at the adjacent speedway stadium for community use.

The Chair made reference to the comments received from Councillor Richards (ward Councillor) that the scheme addresses the need for affordable housing and the future uplift from the increase in value of the properties could be used to contribute to future affordable housing.

The Committee was informed that the financial uplift would be tested at two separate points in the future as part of a legal agreement to be included in the planning agreement.

Decision

The Committee were Minded to Approve the application, subject to:

- The conditions and reasons set out in the report and as amended (Condition 2) in the late representations submitted.
- The signing of a legal agreement for the delivery of affordable housing at the site.

(Councillor Hitchen arrived after consideration of the application had started and did not take part in the consideration or the decision.)

PH/19/111 121099/FO/2018 – Land at Portugal Street East, Manchester, M1 2WX - Piccadilly Ward

Decision

To defer consideration of the matter to allow a site visit to be carried out by the members of the Committee.

PH/19/112 121467/FO/2018 – Land Bounded by Adair Street, Portugal Street East, Longacre Street and Great Ancoats Street, Manchester, M1 2WX – Piccadilly Ward

Decision

To defer consideration of the matter to allow a site visit to be carried out by the members of the Committee.

PH/19/113 124888/FO/2019 - Land Bound by Addington Street, Marshall Street, Cross Keys Street and Chadderton Street, Manchester, M4 4RJ - Piccadilly Ward

The application was for an erection of a six to nine storey residential building (Use Class C3) comprising eighty dwellings including nine townhouses and seventy-one apartments with a resident's lounge, refuse, plant, new substation, cycle storage, an internal landscaped courtyard and improvements to the adjacent footways on Marshall Street, Chadderton Street, Addington Street and Cross Keys Street and other associated works following removal of existing car park. The site measuring 0.12 hectares is bounded by Marshall Street, Cross Keys Street, Chadderton Street and Addington Street/Ring Road and is rectangular in shape.

The planning officer did not add anything further to the report submitted.

No objector to the application attended the meeting.

Councillor Wheeler addressed the Committee in his capacity as ward Councillor (Piccadilly) and welcomed the proposal, in particular the design and use of materials including red brick externally. Reference was made to the level of affordable housing settlement (£220,000) commuted sum and the need to ensure that an uplift assessment takes place to provide potential future funding for affordable housing schemes.

The applicant addressed the Committee on the application.

The Planning officer informed the Committee that the affordable housing appraisal had taken place and was referred to in the report had been independently tested. The assessment produced a figure of 2% affordability settlement. There is an opportunity to increase this amount under the 106 agreement to test the figure at two points in the future, in the event of the uplift of the property's value. In addition, environmental improvement works are to be included in the proposal.

The Chair invited Committee members to ask questions and comment on the application.

Members referred to the sum reached as part of the affordable housing settlement, in view of potential profit (17%) from the development members considered the settlement to be low and it was suggested that a 5% contribution would be more appropriate.

A member commented on the Condition 10 of the proposal and requested Planning Officers to ensure that the landscaping plan is made more robust to ensure the inclusion of specific tree types and planting arrangements and to set out the planning officer expectations of the developer.

The planning officer reported that the approved drawings package will include full details of the planting of trees and other plants to be included within the landscaping plan. The officer also reiterated the advice that the viability assessment had been thoroughly tested and the financial contribution set out in the report was in accordance with national guidance and policy. On this basis the proposal is in accordance with relevant Core Strategy policy.

The members concluded that the application required further consideration and negotiation with the applicant in respect of the concerns raised regarding the affordable housing settlement. The Director of Planning was requested to bring a further report to the next meeting to address members concerns and to advise if there are potential reasons for refusal that could be substantiated.

Decision

To defer the application on the basis that the Committee is minded to refuse the application for the reason it considers the proposed affordable housing settlement is too low and the contribution level should be discussed with the applicant in view of concerns expressed.

PH/19/114 124995/FO/2019 – Land on the Corner of Great Ducie Street and New Bridge Street, Manchester, M3 1WB – Cheetham Ward

The application was for the erection of a five storey educational building (18495 square metres) (Use Class D1) with associated access, servicing, landscaping, public realm and other associated works following removal of existing car park.

This site measuring 0.88 hectares is used as a surface car park and is bounded by Great Ducie Street, New Bridge Street and existing surface car parking. It is roughly rectangular in shape and slopes towards Great Ducie Street. In the south eastern part of the site the topography rises more steeply towards New Bridge Street.

The Planning Officer had no further comments on the report submitted.

No objector attended the meeting.

The applicant addressed the Committee on the application.

Decision

The Committee approve the application, subject to the conditions and reasons set out in the report submitted.

PH/19/115 124495/FO/2019 - Land at Great Ancoats Street, Manchester, M4 7DB - Ancoats and Beswick Ward

The application was for the erection of a twelve storey building to create a two hundred and twelve-bedroom hotel (Use Class C1) with ancillary facilities at ground and first floor level and associated servicing, disabled car parking, drop-off area, public realm and hard landscaping works, with access from Pollard Street.

The site measuring 0.11 hectares occupies a prominent position along Great Ancoats Street. It is part of a larger area of surface parking and is surrounded by a timber knee rail and vegetation. Vehicle access is from Pollard Street. It is bounded by Great Ancoats Street, a five storey office building and seven storey hotel, and apartment buildings ranging from four to eight storeys.

The Planning and Highways Committee at the meeting on the 14 November 2019 was minded to refuse the application and deferred the item requesting officers bring back a report which addressed concerns relating to the provision of parking for disabled guests. The applicant had secured two additional spaces within the car park which would be converted into disabled vehicle bays, making four in total.

The Planning Officer had no further comments on the report submitted.

No objector attended the meeting.

The applicant addressed the Committee on the application.

Decision

The Committee approve the application, subject to the conditions and reasons set out in the report submitted.

PH/19/116 124237/FO/2019 - 419 - 421 Barlow Moor Road, Manchester, M21 8ER – Chorlton Park Ward

The application was for the erection of a five storey building and a three storey building to accommodate thirty-nine apartments (fifteen one-bed and twenty-four two-bed) following demolition of buildings, retention and change of use of Unit 1 as ancillary cycle and bin storage, with associated landscaping and parking.

The site measuring 0.24 hectares is located on Barlow Moor Road opposite Chorlton Park which lies to the east, is bounded by the Shell Garage to the North, Cundiff Road to the south and Oakhouse Drive to the West. Chorlton District Centre lies to the north and the commercial units fronting Barlow Moor Road start to give way at this point to a more residential character.

The Planning Officer drew the Committee's attention to the late representation that had been submitted regarding:

- comments received regarding the inclusion of a security gate.
- Details of a landscaping plan responding to GMP and the GM ecology Unit comments on boundary treatments.

No objector attended the meeting.

Councillor Rawson addressed the Committee in his capacity as ward Councillor (Chorlton Park) and welcomed the development in view of the need for affordable housing. Reference was made to the siting of a security gate to the proposal and the committee were requested to require it to be removed to avoid the creation of a gated community. Access to the properties for local people was also a concern.

The applicant addressed the Committee on the application.

A member referred to the age range of residents to be housed in the properties and if there would be any restriction applied.

In response to the concerns raised regarding the siting of a security gate to the entrance of the development, Planning Officers reported that the recommendation had been made by GMP as part of the comments received from the consultation process. Other measures were available to provide a level of security to areas of the development and a condition was included within the late representation to ensure that this was the case and notwithstanding the submitted plans full details of the location and design of any security gates would be first approved by the Local Planning Authority. With reference to the accessibility of the properties for local people Planning Officers would remind the developer of this requirement. It was reported that there would be no restrictions on age of residents for the properties.

Decision

The Committee were Minded to Approve the application, subject to:

- The conditions and reasons set out in the report submitted and the amendment of the condition to not include a security gate at the entrance of the development and to further consider boundary treatments.
- The completion of a Legal Agreement relating to the provision of affordable housing.

Standards Committee

Minutes of the meeting held on 16 January 2020

Present

Independent Co-opted Member: G Linnell – In the Chair
Councillors Andrews, Evans, Kilpatrick, and A. Simcock
Ringway Parish Council: Councillor O'Donovan

Apologies

Councillor Lanchbury
Independent Co-opted Member: N Jackson
Independent Person: A Eastwood and S Beswick

ST/20/01 Minutes

The minutes of the meeting held 31 October 2019 were submitted for approval.

Decision

To approve the minutes of the meeting held on 31 October 2019 as a correct record.

ST/20/02 Membership of the Standards (Hearing) Sub-Committee

The Committee considered the report of the City Solicitor which set out proposals for a review of the membership of the Standards (Hearing) Sub-Committee in light of changes to the membership of the Standards Committee.

The report highlighted that membership of the Sub-Committee was last reviewed at its September 2016 meeting, however since then the membership of Standards Committee had changed and additionally political balance rules now applied.

In light of this, the Committee agreed to align membership of the Hearing Sub-Committee as follows:

Members of the Sub-Committee	Substitute Members
The Independent Member who has been appointed as Chair of the Standards Committee, who will act as Chair of the Standards (Hearing) Sub-Committee – currently Nicolé Jackson	The other Independent Member of the Standards Committee, who will act as substitute Chair of the Standards (Hearing) Sub-Committee – currently Geoff Linnell
Councillor Andrews	Councillor Lanchbury
Councillor Evans	Councillor A Simcock
Councillor Kilpatrick	

Decisions

1. To appoint the following to the Standards (Hearing) Sub-Committee as set out below:

Members of the Sub-Committee	Substitute Members
The Independent Member who has been appointed as Chair of the Standards Committee, who will act as Chair of the Standards (Hearing) Sub-Committee – currently Nicolé Jackson	The other Independent Member of the Standards Committee, who will act as substitute Chair of the Standards (Hearing) Sub-Committee – currently Geoff Linnell
Councillor Andrews	Councillor Lanchbury
Councillor Evans	Councillor A Simcock
Councillor Kilpatrick	

2. To agree that an annual review of the membership of the Standards (Hearing) Sub-Committee shall be added to the Standards Committee's Work Programme.

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**Manchester City Council
Report for Information**

Report to: Council – 29 January 2020
Subject: Draft Code of Corporate Governance
Report of: Deputy Chief Executive and City Treasurer

Summary

This report proposes a revised draft Code of Corporate Governance which is in accordance with published guidance. Compliance with this Code will be monitored on an annual basis through the Council's Annual Governance Statement.

Recommendations

The Council is requested to approve the revised Code, which will then be incorporated within the Constitution.

Wards Affected: All

Contact Officers:

Name: Carol Culley
Position: Deputy Chief Executive and City Treasurer
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E-mail: carol.culley@manchester.gov.uk

Name: Vicky Clark
Position: Head of Performance, Research and Intelligence
Telephone: 0161 234 3640
E-mail: v.clark@manchester.gov.uk

Name: Sean Pratt
Position: Performance, Research and Intelligence Officer
Telephone: 0161 234 1853
E-mail: s.pratt@manchester.gov.uk

1. Introduction and Context

- 1.1 The Accounts and Audit Regulations 2015 require local authorities to conduct at least annually a review of the effectiveness of their governance framework including their systems of internal control. This review must be documented in an Annual Governance Statement (AGS) and published as part of the Council's Annual Accounts. The Statement must be prepared in accordance with proper practices, including those set out in CIPFA and IFAC's¹ *"Delivering Good Governance in Local Government: Framework (2016)"*.
- 1.2 The Framework has applied to Annual Governance Statements prepared for the financial year 2016/17 onwards. The AGS involves an assessment of the extent to which the Council has adhered to the governance standards set out in its Code of Corporate Governance (the Code).
- 1.3 In 2016 the Council's Code was fully updated in accordance with the revised Framework. Alongside the CIPFA principles, the vision and values of the organisation – the Our Manchester principles - are at the heart of the Council's approach to governance. Our Manchester was therefore also integral to the way the standards in the Code were defined when it was reviewed.
- 1.4 It is necessary to keep the Code under review to ensure the contents remain accurate, up to date, and that they reflect all applicable relevant legislation. While substantial changes have not been necessary for this subsequent update of the document, some minor amendments are required. Changes include;
- The role title has been updated for the Deputy Chief Executive and City Treasurer, to reflect recent changes to the Council's senior management structure.
 - Wording has been amended to reflect changes to the remits of both the Audit and the Standards Committees regarding the Council's Whistleblowing procedures.
 - Hyperlinks have been updated in the electronic copy of the Code document, so that out of date web page links have been replaced where necessary.
 - Wording has been added to reference the Council's 'Our Corporate Plan' which was launched in November 2018, and which sets out the Council's priorities for the next three years.
 - The establishment of science-based carbon reduction targets for Manchester which require the city to become net zero carbon by 2038, and the motion asking the Council to formally declare a 'climate emergency' which was unanimously agreed in July 2019.
- 1.5 The Code sets out the governance standards for the Council but deliberately does not include details of how these standards will be achieved. This will be described in the next Annual Governance Statement which will set out

¹ CIPFA is the Chartered Institute of Public Finance and Accountancy. IFAC is the International Federation of Accountants.

evidence of compliance for each different aspect of the Code. The draft Code was reviewed by Standards Committee on 31 October 2019, followed by Audit Committee on 10 December 2019. The version of the Code provided for this Council meeting incorporates comments from both these Committees.

2. Next Steps

- 2.1 The Code forms part of the Council's Constitution and, subject to approval, will therefore be included within a revised Constitution following the Council meeting.

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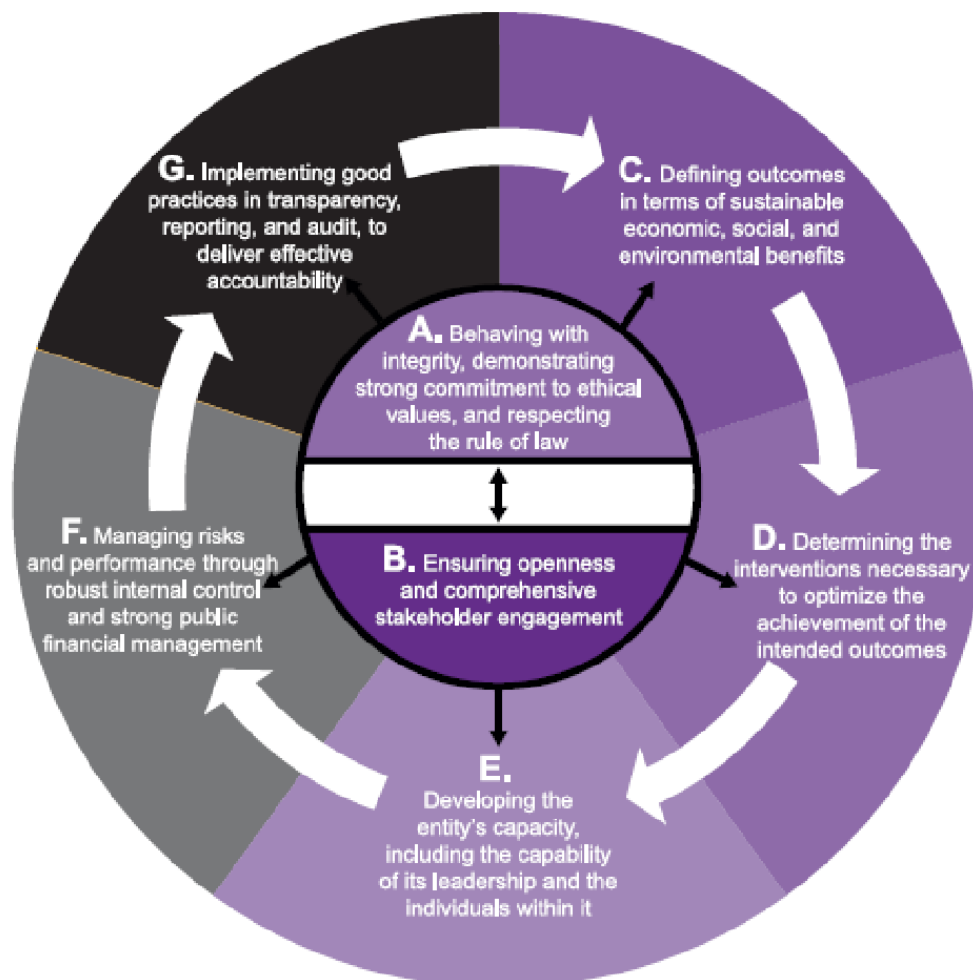
SECTION G

MANCHESTER CITY COUNCIL

CODE OF CORPORATE GOVERNANCE

Introduction

The Code of Corporate Governance sets out the Council's governance standards. These standards ensure the Council is doing the right things, in the right way in a timely, inclusive, open, effective, honest and accountable manner. The Code is based upon the following principles



These principles are taken from the 'International Framework: Good Governance in the Public Sector' produced by CIPFA/IFAC¹. The Framework is based on the principles in the inner circle permeating and being evident throughout the application of the principles in the outer circle. The diagram also illustrates that good governance is dynamic and involves continuous evaluation and review.

The International Framework describes governance as follows:

“Governance comprises the arrangements put in place to ensure that the intended outcomes for stakeholders are defined and achieved.”

¹ CIPFA is the Chartered Institute of Public Finance and Accountancy. IFAC is the International Federation of Accountants.

The Council is committed to ensuring its approach to good governance can easily be understood by all. The Council and the Manchester Youth Council worked together to produce the following summary of the Council's commitment to good governance:

1. **We will** clearly set out our objectives and what we are trying to achieve.
2. **We will** measure how effective our services are and take action to improve them. We will publish information showing how we are progressing towards our objectives.
3. **We will** work with other public services, such as the Police and NHS, to improve services for Manchester residents.
4. **We will** ensure we make the best use of taxpayers' money by taking prudent financial decisions and measuring the level of value for money we achieve.
5. **We will** set out in our Constitution who can take which decisions.
6. **We will** behave in ways that reflect our values and high standards of conduct.
7. **We will** ensure people in the Council making decisions have access to accurate information to help them take decisions in the best interests of Manchester people.
8. **We will** record and publish the decisions we take and the reasons for them. Wherever possible, we will take the most important decisions in public.
9. **We will** carry out scrutiny of our services to make sure they meet our residents' needs.
10. **We will** be sensitive about how we collect and record information about citizens of Manchester and safeguard it from misuse.

Principles of Governance in the Greater Manchester Combined Authority

This Code of Corporate Governance describes the governance standards in place for Manchester City Council. The [Greater Manchester Combined Authority](#) (GMCA) reviews its own Code of Corporate Governance regularly. Its Code incorporates the governance arrangements needed as it took on responsibilities for further new functions subsequent to the original Devolution arrangements. The GMCA's most recent powers which relate to the functions of the former Waste Disposal Authority came into force on the 1st April 2018 and follow the mayoral powers of 2017/18. GMCA's Code is published on its website as part of its [Constitution](#).

Manchester City Council, along with the other nine local authority members of the Greater Manchester Combined Authority, has signed an [Operating Agreement](#) with the GMCA setting out their intention to co-operate with each other in the exercise of their functions and in particular their transport, economic development and regeneration functions, and the basis on which this will be done.

The Council's Corporate Governance Principles

A. Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law.

Behaving with Integrity

The Council fosters a culture of behaviour based on shared values, ethical principles and good conduct that is put into practice by members and officers alike.

The Council's approach ('Our Manchester') includes four central principles that underpin everything the Council does, including how it works with partners, how it makes decisions and how it serves local communities;

- **Better lives** – it's about people
- **Listening** – we listen, learn and respond
- **Recognising strengths of individuals and communities** – we start from strengths
- **Working together** – we build relationships and create conversations

The Our Manchester approach puts people at the centre, recognising that people are more important than processes, procedures or organisational boundaries.

The leadership of the Council embodies these values and creates a climate of openness, support and respect that covers the whole organisation. It establishes, monitors and maintains the organisation's ethical standards and performance.

The '[Our People](#)' Strategy articulates what the expectations of the Council's workforce are, in order to make Our Manchester a reality. This identifies four core behaviours which are central to working in an Our Manchester way;

- We work together and trust each other
- We're proud and passionate about Manchester
- We take time to listen and understand
- We 'own it' and we're not afraid to try new things

The Council is committed to maintaining its values and integrity and operates a Whistleblowing Policy to ensure that individuals who draw attention to factors that compromise the Council's integrity are adequately protected and supported in doing so.

Demonstrating Strong Commitment to Ethical Values

The Council operates a voluntary [Standards Committee](#), composed of elected Members and independent co-opted members, with responsibility for promoting and maintaining high standards of conduct by Members, assisting Members to observe the Member Code of Conduct, and monitoring the Member/Officer Protocol.

The leadership of the Council puts in place robust policies and procedures which put its values into practice, these include:

- A [Member Code of Conduct](#) and arrangements for determining allegations that a Member has acted in breach of the Council's Member Code of Conduct, as required by the Localism Act 2011.
- An [Employee Code of Conduct](#) which makes it clear what standards are expected from staff across the organisation in the performance of their duties.
- A Member / Officer Relations Protocols providing guidance on how the working relationships between Members and officers should be conducted.
- Use of Council resources guidance for members which clarifies how Council resources should be used and how to avoid the inappropriate use of resources.
- A Register of Members Interests in which Members' disclosable pecuniary interests, personal interests and prejudicial interests (as defined in the Member Code of Conduct) are registered. This includes gifts and hospitality received by elected Members. Each Member's individual entry can accessed via the ['Your Councillors'](#) webpage.
- Senior officers are responsible for recording gifts and hospitality which they have received.
- Registers of interests declared by officers in relation to Council contracts.
- Systems for reporting and dealing with any incidents of wrongdoing including fraud, corruption, bribery and money laundering.

The Council insists its commitment to its values and integrity is shared by external suppliers delivering services on its behalf as stated in its approach to [Ethical Procurement](#) policy.

Respecting the Rule of Law

The Council appoints a Monitoring Officer (the City Solicitor) who is a member of the Strategic Management Team (SMT). The Monitoring Officer ensures that decisions are taken in a lawful and fair way and agreed procedures are followed and that all applicable statutes, regulations and procedure rules are complied with.

The Council uses its legal powers, including the ['general power of competence'](#) to promote its values and priorities to the full benefit of the citizens and communities in Manchester. The Council will have full regard to the extent of its powers and not act beyond them, and will observe specific requirements in legislation as well as general responsibilities of public law.

The Council's decision making process will adhere to the principles of good administrative law, respect human rights and demonstrate rationality, legality and natural justice.

The Council puts in place measures to address breaches of its legal and regulatory powers. The Council's Monitoring Officer (the City Solicitor) has statutory reporting duties in respect of unlawful decision making and maladministration. Similarly, the Chief Finance Officer (the Deputy Chief Executive and City Treasurer) has statutory

reporting duties in respect of unlawful and financially imprudent decision making. These duties are detailed at, respectively, Article 12.3(b) and Article 12.4(a) of the Council's Constitution.

The Council appoints Statutory Officers that have the skills, resources and support necessary to perform effectively in their roles. These statutory officers include:

- Head of the Paid Service (Chief Executive)
- Monitoring Officer (City Solicitor)
- Chief Finance Officer (Deputy Chief Executive and City Treasurer)
- Director of Children's Services
- Director of Adult Social Services
- Director of Public Health
- Deputy Chief Finance Officer (Deputy City Treasurer)
- Deputy Monitoring Officer (Deputy City Solicitor)
- Scrutiny Officer (Governance and Scrutiny Support Unit Manager)

The Council supports these statutory officers as well as other key post holders and elected members to fulfil their responsibilities within legislative and regulatory requirements.

B. Ensuring openness and comprehensive stakeholder engagement

Openness

The Council sets out in this Code, its Constitution and in its Annual Governance Statement its commitment to openness.

Decisions taken by Council (in this case referring to the meeting of Council attended by all Councillors), as well as those taken by Committees or by the Executive are [recorded](#) (alongside the reasons and the evidence considered) and, subject to limited exemptions, made in public and information relating to those decisions is made available to the public. This includes access through [live webcasts](#) of Council and Committee meetings which remain online for six months.

The Council ensures that its most significant executive decisions (defined as [key decisions](#)) are recorded and, subject to limited exemptions, information relating to the reasons and evidence considered is made available to the public. The Council publishes notification of its intention to take key decisions through [the Register of Key Decisions](#).

The Council holds its Council and Committee meetings, and meetings of the Executive, in public with the agenda and public reports and minutes available on the Council website. However, certain exclusions apply where there is a need to protect confidential information or where certain categories of exempt information are being considered. The Council allows for people to make comments live through social media. Its approach in this area is consistent with the requirements of Part 5A of the Local Government Act 1972 and of the [Local Authorities \(Executive Arrangements\) \(Meetings and Access to Information\) \(England\) Regulations 2012](#).

The Council informs, consults and involves [residents or representatives of residents in significant decisions](#) and their views are submitted to those making decisions for consideration.

Engaging Comprehensively with Institutional Stakeholders

The Council develops and maintains relationships with leaders of other organisations across the private, public and voluntary sector contributing to the vision for the city, including through the [Our Manchester Forum](#). Members of the Forum apply their experience and expertise in key partnerships at either Manchester or Greater Manchester level to benefit the city and actively drive forward the city's priorities as set out in the Our Manchester Strategy.

The Council maintains a [Partnership Governance Framework](#) that defines and standardises its approach to managing its partnerships, in order to help strengthen accountability, manage risk and ensure consistent good practice across its partnerships. This helps ensure the purpose, objectives and intended outcomes for each are clear.

In support of its application of the framework, the Council maintains a [Register of Significant Partnerships](#) listing all the Council's key partnership arrangements and assessing the strength of their governance arrangements. The Council will ensure Members and Officers are clear about their roles and responsibilities, both individually and collectively, in relation to the partnerships they are involved in and to the authority.

Engaging with Individual Citizens and Service Users Effectively

The Council strongly believes that consultation, co-design and co-delivery of services is the best way to deliver services that work for Manchester residents. The Council consults communities, individuals, service users and other stakeholders whenever there is a legal duty to do so, such as in setting the budget, or there is a reasonable expectation that it will, such as where it has consulted on similar matters in the recent past, or where the views of the public and service users will be valuable in informing decisions or the future service delivery model. The Council also talks with residents regularly on a wide variety of issues and topics.

As part of the Our Manchester approach, the Council focuses first on the strengths and potential in people and places, rather than starting from their challenges. This means we first listen to what people can do, want to do and what matters to them, not what's the matter with them.

The Council informs, consults and involves residents of Manchester on issues of interest to them, including through the [Council's online consultation portal](#), and maintaining effective channels for dialogue and debate, including live streaming of Council and Committee meetings and a wide mix of social media. This includes Facebook, Twitter, Vimeo, Youtube, Instagram and LinkedIn.

When conducting consultations the Council strives to balance the feedback it receives from more active stakeholders with that from less active stakeholders through monitoring responses by age, gender, location, ethnicity, sexuality and other factors and delivering targeted promotion where required to ensure that the sample of respondents is representative of the city as a whole.

The Council adopts a "You Said ... We Did" approach to consultation and promotes material advising the public and other stakeholders of the key findings from consultations and how they have been taken into account.

The Council has an online survey for Manchester residents so that it can access an up-to-date summary of the views of citizens on the city, their neighbourhood and the delivery of public services.

The Council is committed to considering and acting upon feedback from citizens and service users and so maintains effective [complaints and compliments handling](#) and monitoring procedures, so that it can identify where improvements in service delivery are needed and learn effectively from the complaints it has received.

The Council takes account of the impact of decisions on future generations of tax payers and service users, its commitment to doing so is matched by the commitment

of the members of its Youth Council, which acts to ensure young people have a stronger voice enabling them to make their views heard and to be involved in decision making in the city. The Council also uses relevant communication channels that younger people are more likely to engage with.

The Council is committed to the Age-Friendly Manchester partnership, involving organisations, groups and individuals and which has helped to create a city that's recognised by the World Health Organization as a great city to grow older in. The Age-Friendly Manchester Older People's Board includes and represents older people, addressing issues affecting the quality of life for older residents and their communities across Manchester. The Council works jointly with older people and health services to develop age-friendly neighbourhoods.

The Council is committed to proactively engaging with the city's diverse communities and identity groups to inform the development and undertaking of its functions. The Council commits to utilising a range of approaches and tools to achieve this, including but not limited to community engagement, formal consultation, along with co-design and co-production approaches. The Council recognises the distinction between engaging communities of geography (a finite number of residents within individual neighbourhoods) and communities of identity (identity groups such as disabled people, older people and LGBT people which are widely dispersed across Manchester and not geographically clustered). The Council is committed to using the most applicable approaches in each situation to engage those people who are most likely to be affected by the organisation's functions.

The Council works with Voluntary, Community and Social Enterprise (VCSE) organisations to assist in effective engagement with Manchester's diverse communities within neighbourhoods and communities of identity.

The Council as an organisation, and the elected Members that make it up, share a common understanding of their respective roles regarding community engagement and work together to ensure the organisation understands and can respond to local issues and concerns, through mechanisms such as ward co-ordination.

C. Defining outcomes in terms of sustainable economic, social, and environmental benefits

Defining Outcomes

The [Our Manchester Forum](#), following an extensive public consultation in 2015, developed a 10 year strategy for the city – the [Our Manchester Strategy](#) as well as a new approach to delivering functions – the Our Manchester approach. The Our Manchester Strategy sets out a vision of Manchester as:

- A Thriving and Sustainable City
- A Highly Skilled City
- A Progressive and Equitable City
- A Liveable and Low Carbon City
- A Connected City

Progress towards the vision described in the strategy is being monitored through the Forum's annual [State of the City](#) publication which comprises and analyses key performance indicators.

'Our Corporate Plan' was launched in November 2018, which sets out the Council's priorities for the next three years. These priorities describe the most important activities that constitute the Council's contribution to delivering the Our Manchester Strategy. This plan supports staff to understand the connection between the work they do every day, and the bigger vision for the city.

The Our Manchester Strategy sits at the heart of the Council's [budget and business planning process](#). Through this process the Council allocates resources to progress towards the vision for the city in the most effective and efficient way. The Council sets a [Medium-Term Financial Strategy](#) which sets out the financial assumptions and provides a set of goals for financial decision making for the planning period ahead. The Council is committed to consulting the people of Manchester and local businesses in the design of its budget proposals to understand service user's expectations and to inform service users of financial limitations.

It also sets objectives for each directorate as well as the performance monitoring framework that will be followed to track progress towards these objectives from the perspectives of finance, performance, workforce development, equality and risk.

The Council is committed to regularly reviewing its reporting methods, to ensure that they remain as efficient and effective as possible. Concise and timely integrated reporting compiles workforce, performance, and budget monitoring, leading to a single view of success and challenges based on multiple information sources. The development of this reporting has supported leaders in the organisation to respond rapidly to dips in performance or budget pressures. This method which is at the heart of the Council's management systems has helped to strengthen governance of service delivery.

The city's role in delivering Our Manchester will provide a key element of support for the linked objectives of the Greater Manchester Combined Authority (GMCA), as set

out in the Strategy launched in October 2017; [“The Greater Manchester Strategy – Our People, Our Place”](#).

Sustainable Economic, Social and Environmental Benefits

The Council is committed to considering the full combined economic, social and environmental implications of its decisions through thorough data analysis and consultation with affected parties so that its decisions advance the achievement of the city’s vision. The Our Manchester Strategy is an integral part of the Council’s decision making process. The Council will set out in reports recommending a decision, the impact the decision will have on the five broad objectives in the Our Manchester Strategy.

The Council provides political leadership on its equality, diversity and inclusion (EDI) priorities, with the Executive Member for Neighbourhoods supported by Lead Equality Members representing key identity groups in the city. At officer level leadership is provided by the Chief Executive and the City Solicitor in their capacity as SMT leads on EDI. The Council maintains strong governance arrangements around its EDI activities and performance, reporting to Members, senior officers including the Equality Champions Group, and the Communities and Equalities Scrutiny Committee. EDI governance is further supported by the Council’s EDI Policy, its Equality Impact Assessment framework, and its Equality Objectives. The Council’s approach to progressing EDI for its workforce is informed by its EDI Employee Network groups and the represented Trade Unions. The Council is committed to working with partners across the public and voluntary, community and social enterprise sectors, and to undertaking regular internal and independent reviews of its EDI performance, to ensure continual improvement in this area.

In November 2018, the Council’s Executive agreed to the establishment of science-based carbon reduction targets for Manchester which require the city to become net zero carbon by 2038, which is an acceleration of the target for becoming a zero-carbon city by 12 years. A motion asking the Council to formally declare a ‘climate emergency’ was unanimously agreed in July 2019. The motion declared that climate change is a serious risk to Manchester’s future, and committed to embedding the issue as an integral part of Council decision-making - making sure that all key decisions are taken with the city’s target of becoming zero-carbon by 2038 in mind.

Manchester’s vision for developing a more inclusive economy that all residents can participate in and benefit from is set out in [‘Developing a More Inclusive Economy – Our Manchester Industrial Strategy’](#).

The Council acknowledges that alongside the strengths and assets of the city and its residents, challenges such as poverty, deprivation, low skills and unemployment still exist, and can be concentrated in certain areas in the city. By a combination of co-design of strategy with input from partners and residents, backed by evidence based on research and intelligence, it endeavours to enact policy which will lead to progress towards the aim of a becoming a more progressive and equitable city.

D. Determining the interventions necessary to optimise the achievement of the intended outcomes

Determining Interventions

Decision makers receive accurate, relevant and timely performance information and intelligence to support them with objective and rigorous analysis of options, covering intended outcomes, financial impact and associated risks informing efficient service delivery.

The Council is committed to seeking continuous feedback from citizens and service users both in planning service changes and improvements whether through its online resident's survey, consultation or bespoke feedback gathering.

Delegation of decision making to officers is detailed in the Constitution so that they can deal with the day-to-day running of services without the need to constantly refer matters back to Elected Members. Details of what decisions are taken in this way are included in the Scheme of Delegation in the council's Constitution. Further specific delegations may be granted through recommendation in public reports to Committees.

Planning Interventions

The Council plans its activity at a strategic level through its budget and business planning cycle and does so in consultation with internal and external stakeholders to ensure services delivered across different parts of the organisations and partners complement each other and avoid duplication.

This is facilitated through the Manchester Partnership which comprises Thematic Partnerships supporting delivery agencies across the city to co-ordinate their activity and consider how they can collaborate to reduce risks to achieving their outcomes. The Thematic Partnerships include:

- [Children's Board](#)
- [Community Safety Partnership Performance Board](#)
- [The Health and Wellbeing Board](#)
- [The Neighbourhoods Board](#)
- [Work and Skills Board](#).

The effectiveness of the Council's interventions and the quality of its services is monitored through the provision of regular performance reports showing progress towards goals and targets set in the budget and business plan.

Optimising Achievement of Intended Outcomes

The Council is committed to integrating and balancing service priorities, affordability and other resource constraints supporting it to take into account the full cost of operations over the medium and longer term. This is documented in the [Medium Term Financial Strategy](#) (MTFS) which sets the context for the Council on significant ongoing financial challenges as well as external changes, such as changes to local

government funding arrangements that are planned or forecast to arise during the planning period. The MTFS is updated annually in line with the latest Finance Settlement for the Council.

Our Manchester requires an integrated approach to the deployment of revenue and capital spend against a clear set of priorities. Therefore the Council's five-year [Capital Strategy](#) forms a critical part of strategic and financial planning.

The Council procures goods and services in compliance with EU, UK and Council regulations and ensure that value for money is obtained through a balanced consideration of social, economic and environmental impacts that can be derived from procurement spend.

The Council considers [Social Value](#) at pre tender and tender stage to ensure that appropriate desirable outcomes can be offered by suppliers in their tender submissions. Through this process the Council considers how what is proposed to be procured might improve the economic, social and environmental well-being of the relevant area, and how, in conducting the process of procurement, it might act with a view to securing that improvement.

E. Developing the entity's capacity, including the capability of its leadership and the individuals within it

Developing the Organisation's Capacity

The Council monitors on an ongoing basis its governance and staffing structures to support the delivery of planned services and proactively plans for the future. Through its budget process, the Council ensures services are prioritised so that resources are directed to those activities that will make the greatest contribution to the city's vision.

The Council continually seeks better outcomes from its use of resources by comparing information about functions, expenditure and performance with those of similar organisations and assesses why levels of economy, efficiency and effectiveness are different elsewhere. It acts upon the findings of this intelligence as part of its budget and business planning to ensure continual effectiveness of service delivery.

Where intelligence suggests alternative delivery methods, such as the establishments of partnerships or other types of collaborative working with other organisations, will lead to improved value for money these are explored.

In line with its Our People Strategy, the Council develops and delivers workforce plans which set out actions to ensure the workforce has the necessary skills and behaviours to deliver the vision for the city and are effectively engaged to act as champions for the Council's priorities and approaches.

Developing the Capability of the Organisation's Leadership and Other Individuals

The Council Leader and Chief Executive have clearly defined roles and maintain a shared understanding of roles and objectives. The Chief Executive leads in implementing strategy and managing service delivery and other outputs set by members. The Chief Executive and Leader provide a check and balance for each other's authority.

The Council is committed to operating in an efficient and effective way to obtain value for money from its resources. It maintains a [Scheme of Delegation](#) setting out which decisions and powers have been delegated to various Committee and other officers.

So that Elected Members and Senior Officers have a shared understanding of their respective roles the Council has produced [a Protocol governing Member/Officer relations](#).

As part of the Our People strategy, improved staff induction and appraisal processes ("About You") are in place. These ensure all staff understand the part they will play in delivering the vision for the city in Our Manchester. A 'Golden Thread' links individual staff objectives to team plans, directorate budget and business plans and the strategy for the city. As part of the 'About You' process staff consider with their line manager what training, development and support they need to succeed in their role.

The Council believes that governance is strengthened by the participation of people with many different types of knowledge and experience. Where external recruitment takes place, individuals from a range of backgrounds and communities are made aware of opportunities to join the Council. The Council is also committed to promoting electoral registration and participation and confidence in the integrity of the electoral process.

The Council is committed to developing the capability of people with governance responsibilities, evaluating their performance and ensuring that all staff understand the importance of governance within their role. As part of this, the Council provides an induction and training programme for Members and Officers tailored to individual needs and provides regular opportunities for them to learn about new developments key to their role as well as training and guidance for Members and Officers to understand their governance responsibilities. An improved corporate induction approach was launched in 2019, which includes information and a video explaining the structure of the Council and how it is run, which is readily accessible by both new and existing staff on the Council's intranet.

The Council is committed to developing all its managers at all stages throughout their careers. Therefore it offers a broad range of courses ranging from those aimed at all new managers, existing managers, and leaders.

The Council is consistent on consulting staff and their representatives on decisions regarding the terms and conditions of employment and the policies staff are subject to.

The Council listens to the views of its staff via the "BHeard" survey, and uses learning from this to make improvements in the way that it operates and communicates. It clearly communicates to its workforce when changes are made resulting from feedback in the survey, using a "You said... we did" approach.

The Council's Senior Officers and Executive Members run regular "Listening in Action" events where staff have the opportunity to engage with the Council's senior leadership in question and answer sessions.

The Council is committed to promoting the physical and mental health and wellbeing of the workforce as a core component of the People Strategy through both specific interventions and opportunities and as a central part of the role of all managers. This work is overseen by a cross-Directorate board which also includes representatives from Trade Unions. There is a dedicated intranet page with a wide range of support and guidance for staff and their managers covering a wide range of health and wellbeing topics and a 24/7 Employee Assistance Programme phone line providing a range of support.

The Council has an open and welcoming approach to external and peer review and inspection and actively considers constructive feedback.

F. Managing risks and performance through robust internal control and strong public financial management

Managing Risk

The Council operates a risk management framework that aids decision making in pursuit of the organisation's strategic objectives, protects the Council's reputation and other assets and is compliant with statutory and regulatory obligations. The framework is documented in a [Risk and Resilience Strategy](#) which is submitted to the Council's Audit Committee; the strategy involves regular appraisal of the effectiveness of risk management arrangements, involving elected members in the process of doing so. The implementation of the strategy is supported through a programme of risk management training for officers and members. The Council maintains a Corporate Risk Register identifying named risk managers for its key strategic risks.

Risk management is also an integral component of the budget and business planning process, linking risk management to the achievement, monitoring and resourcing of objectives at directorate level.

Managing Performance

The Council puts in place measures to monitor service delivery whether services are delivered internally or through external providers. Key Performance Indicators (KPIs) setting out the effectiveness of services are monitored by service managers to inform and support accountability for delivery. Reports compiling KPIs are submitted to directorate management teams to support transparency and resource allocation to address challenges.

Performance management remains relevant to the organisation through the business planning process where directorate objectives are reviewed, leading to a review of the relevant performance indicators to monitor progress towards them.

Performance of services delivered through external companies is monitored with those providers so that a shared understanding of contract performance is achieved. Similarly the Council monitors performance towards objectives set at a partnership level with key partners providing appropriate support to enable any barriers to continuous performance improvement to be addressed.

Relevant, objective and reliable performance information is used to inform decision making, alongside financial implications and risk information. The Council seeks to continue to innovate with its reporting methods, to ensure that its senior leaders have access to the most concise and timely information, providing a single view of organisational successes and challenges. This supports effective evidence based decision making.

Effective Overview and Scrutiny

The Council believes that effective overview and scrutiny of decisions and delivery of services leads to improved decision making and improved public services. The

Council establishes and maintains an effective [Scrutiny function](#) which is able to constructively challenge decision-makers, including those who work in partnership with the Council, and policy makers.

This scrutiny applies equally to the setting of policy, objectives and budgets as it does to the delivery of services and arrangements for monitoring them.

Robust Internal Control

Internal Control within the Council supports the achievement of objectives by managing risks while complying with regulations and organisational policies. Internal controls seek to protect the Council's resources against loss, fraud, misuse and damage and to safeguard the availability, confidentiality and integrity of its ICT and information systems.

The Council maintains clear policies and arrangements in respect of counter fraud and anti-corruption. These are the Anti Fraud and Anti Corruption Policy; Whistleblowing Policy; Anti Money Laundering Policy and the Anti Bribery Policy.

The Council ensures an independent [Audit Committee](#) is in place which provides a mechanism for effective assurance regarding risk management and the internal control environment.

The Council's internal auditor assesses the overall adequacy and effectiveness of the framework of governance, risk management and control. A summary of the findings is documented in the "Head of Internal Audit Annual Opinion" section of the [Annual Governance Statement](#).

Managing Data

The processing of personal data is essential to many of the services and functions carried out by local authorities. The Council complies with data protection legislation which includes GDPR (General Data Protection Regulation) and the [Data Protection Act 2018 \(DPA 2018\)](#), this will ensure that such processing is carried out fairly, lawfully and transparently.

The Council will review and supplement its policies and also keep its processing activities under review, to ensure they remain consistent with the law, and any compliance advice and codes of practice issued from time to time by the Information Commissioner's Office (ICO).

The Council is committed to safeguarding the personal data it holds and sharing this data only in circumstances required or permitted by law.

The Council will ensure that officers handling personal data will be trained to an appropriate level in the use and control of personal data. It is made clear that all staff and Members are personally accountable for using the Council's information responsibly and appropriately.

The Council will ensure that all staff handling personal data know when and how to report any actual or suspected data breach, and that Members are made aware of the appropriate procedures. We will appropriately train staff to manage any breach correctly, lawfully and in a timely manner. Breaches will be reported to the ICO where such reporting is mandatory or otherwise appropriate and shall be done within the required timescales.

All resources which staff use to support their understanding of the regulations are set out in plain and clear language, and are easily accessible from one place on the Council's intranet. These resources include information on the 12 Golden Rules, Roles and Responsibilities, Training, and Incidents and Reporting. To supplement and re-inforce the message from information accessible on the intranet, communications and reminders to staff include email broadcasts, posters, and leaflets about the 12 Golden Rules.

Information Governance is overseen by the Corporate Information Assurance and Risk Group (CIARG) chaired by the City Solicitor who is the Senior Information Risk Owner for the Council (SIRO). The work of the SIRO will be supported at Directorate level by Directorate SIROs ("DSIROs"), who may in turn appoint deputies.

The Council also appoints a Data Protection Officer ('DPO'). The DPO's responsibilities include:

- Informing and advising the Council and its staff about their obligations to comply with data protection legislation.
- Monitoring compliance with data protection legislation, including managing internal data protection activities, advising on data protection impact assessments, training staff and conducting internal audits.
- Co-operating with and acting as the first point of contact for the ICO.

The Council will ensure that:

- The DPO reports to the highest management level of the Council in respect of their duties as DPO.
- The DPO operates independently and is not dismissed or penalised for performing their task.

The Council is committed to sharing appropriate data safely with other agencies; where this improves effective and efficient service delivery, supports its objectives and the vision for the city and is compatible with the rights of individuals.

The Council complies with the [Local Government Transparency Code 2015](#) by publishing accurate data within appropriate time frames in the areas mandated by the Code in the Council's [Open Data Catalogue](#) together with additional data of value to stakeholders and the public.

The Council keeps under regular review the quality and accuracy of the data it produces, and uses in decision making and performance monitoring.

The Council makes information available to the public via the information access regimes provided for by the Freedom of Information Act 2000 and the Environmental Information Regulations 2004.

Data protection legislation provides individuals with various rights. An individual's rights include, but are not limited to; 'the right to be informed', 'the right of access' and 'the right of rectification'. The Council recognises the fundamental nature of the individual rights provided by data protection legislation. The Council will ensure that all valid requests from individuals to exercise those rights are dealt with as quickly as possible and by no later than the timescales allowed in the legislation.

Strong Public Financial Management

The Council's approach to Financial Management ensures that public money is safeguarded at all times ensuring value for money. Its approach supports both long term achievement of objectives and shorter term financial and operational performance.

The Chief Finance Officer, the Deputy Chief Executive and City Treasurer, ensures that appropriate advice is given on all financial matters, proper financial records and accounts are kept, and oversees an effective system of internal financial control. The Deputy Chief Executive and City Treasurer ensures well developed financial management is integrated at all levels of planning and control including management of financial risks and controls.

G. Implementing good practices in transparency, reporting, and audit to deliver effective accountability

Implementing Good Practice in Transparency

The Council is committed to publishing information including reports in a manner which is accessible to citizens and other stakeholders. Information is produced in an open and understandable style appropriate to the intended audience and the communication channel, including web-based and social media. The publication of information will strike a balance between satisfying transparency demand and becoming too onerous for users to understand.

The Council maintains a coherent and consistent approach to the management of social media, both with regards to messages sent out from the Council as well as those sent by individual staff members and elected Members, to reduce the risks of any breaches of legislation or reputational damage.

Implementing Good Practices in Reporting

The Council seeks to demonstrate to its stakeholders that it has delivered on its commitments and goals and has used public resources effectively in so doing. To this end it publishes an [Annual Report](#) as part of its accounts, setting out how it has performed, delivered value for money and exercised sound stewardship of resources.

The Annual Report includes performance information accompanying the financial statements that allow for comparison with other similar local authorities to be made. This information is drawn from the Council's Annual [State of the City](#) publication which charts the city's progress towards its vision.

The Council has a legal responsibility to conduct, at least annually, a review of the effectiveness of its governance framework including its system of internal control and document the findings in an [Annual Governance Statement](#). This evidences how it has complied with CIPFA's "Delivering Good Governance in Local Government (2016)", and includes an action plan identifying what governance challenges it will need to address in the next financial year. The Council also summarises the findings from the review in an easily digestible format within the Annual Report.

Assurance and Effective Accountability

The Council welcomes peer challenge, internal and external review and audit, and inspections from regulatory bodies and gives thorough consideration to arising recommendations. It puts in place arrangements for the implementation of actions agreed to be taken as a result and there is clear oversight from elected members on the conclusions and resultant actions.

The Council monitors the implementation of internal and external audit recommendations. Assurance reports are presented to Audit Committee and its External Auditors bi-annually summarising the Council's performance in implementing recommendations effectively and within agreed timescales.

The Annual Governance Statement contains a section “Annual Review of the System of Internal Audit” which sets out how the Council has gained assurance regarding the effectiveness of its Internal Audit function.

Public Sector Internal Audit Standards (PSIAS) set out the standards for internal audit and have been adopted by the Council. This process includes the development of an Emergent Audit Plan designed to invite comment from management and the Audit Committee.

Monitoring and Review

This Code will be reviewed on an annual basis to ensure it is kept up to date. Where the review identifies that changes to the Code are necessary, the revised Code will be submitted to Standards and Audit Committee for comments before being incorporated within the Council's Constitution.

The Council has three Committees that are jointly responsible for monitoring and reviewing the Council's Corporate Governance arrangements. These Committees are:

- [Audit Committee](#) - responsible for approving the Council's annual accounts and responding to the External Auditor's Annual Audit Letter. It also oversees the effectiveness of the Council's governance and risk management arrangements, the internal control environment, associated anti-fraud and anti-corruption arrangements and the Whistleblowing policy.
- [Resources and Governance Scrutiny Committee](#) – reviews how the Council uses its resources effectively and efficiently to deliver services for Manchester residents. It also looks at governance arrangements of the Council and its partners in the public sector, to ensure the views of local residents and their representatives are reflected in decisions it takes.
- [Standards Committee](#) – responsible for promoting and maintaining high standards of conduct amongst Members, for advising the Council on the adoption and revision of the Code of Conduct for Members, and for monitoring the operation of the Code.

Full terms of reference for each of these Committees are included in the Council's [Constitution](#). All Members of the Council are informed of the work of these Committees through minutes submitted to Council.

The Council will ensure that corporate governance arrangements are kept under continual review by updating, as appropriate, these Committees on:

- The work of Internal and External Audit
- The opinion of other review agencies and inspectorates
- Opinions from the Council's Statutory Officers
- General matters relating to the implementation of the Code
- The production of the Annual Governance Statement and actions planned to address arising governance issues.

The Annual Governance Statement

Each year the Council will publish an [Annual Governance Statement](#) to accompany the [Annual Accounts](#). The Statement provides an overall assessment of the Council's corporate governance arrangements and how it adheres to the governance standards set out in this Code. Evidence relating to the principles of this Code is reviewed and analysed to assess the robustness of the Council's governance arrangements.

The Statement includes an appraisal of the key controls in place to manage the Council's principal governance risks and the effectiveness of systems and processes governing decision making and financial control. The Statement also provides details of where improvements need to be made. Actions to address significant governance

issues are identified and recorded in an action plan. The Annual Governance Statement is audited by the Council's external auditors as part of the audit of the annual accounts.

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**Manchester City Council
Report for Information**

Report to: Council – 29 January 2020

Subject: Urgent Key Decisions

Report of: City Solicitor

Purpose of report

To report those key decisions that have been taken in accordance with the urgency provisions in the Council's Constitution.

Recommendation

To note the report.

Wards affected: All

Financial consequences for the Revenue budget

None

Financial consequences for the Capital Budget

None

Implications for:

Antipoverty
No

Equal Opportunities
No

Environment
No

Employment
No

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Background documents:

None.

1. Background

- 1.1 The Constitution (Overview and Scrutiny Procedure Rules) establishes a procedure for dealing with key decisions where action needs to be taken immediately for reasons of urgency, and is therefore not subject to the normal call in arrangements.
 - 1.2 The procedures states that the chair of the appropriate scrutiny committee must agree that both the decision proposed is reasonable in all the circumstances, and to it being treated as a matter of urgency.
- 2.** Such decisions are to be reported to the Council.

3. Urgent Key Decisions taken since the last meeting of Council

3.1 A list of key decisions requiring exemption from the call in procedure that have been taken since the last meeting of Council is listed below.

Date	Subject	Reason for urgency	Decision Taken by	Approved by
16 January 2020	To declare the Council Tax year end surplus of the estimated Collection Fund 2019/20	The calculation of the estimated surplus or deficit uses the most up to date information (i.e. end of December 2019) was not available until the end of the first week in January. Due to the statutory requirement to notify Precepting Authorities in January 2020 it is requested the decision is exempt from call in. Following a report to Resources and Governance Scrutiny Committee on 3 December 2019 the chair of the committee agreed to exempt this decision from call in.	The Deputy Chief Executive and City Treasurer	Councillor Russell – Chair of Resources and Governance Scrutiny Committee