



Communities and Equalities Scrutiny Committee

Date: Thursday, 6 February 2020

Time: 2.00 pm

Venue: Council Antechamber, Level 2, Town Hall Extension

Everyone is welcome to attend this committee meeting.

There will be a private meeting for members of the Committee at 1.30 pm in Committee Room 6, Room 2006, Level 2 of the Town Hall Extension.

Access to the Council Antechamber

Public access to the Council Antechamber is on Level 2 of the Town Hall Extension, using the lift or stairs in the lobby of the Mount Street entrance to the Extension. That lobby can also be reached from the St. Peter's Square entrance and from Library Walk. **There is no public access from the Lloyd Street entrances of the Extension.**

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Membership of the Communities and Equalities Scrutiny Committee

Councillors - Hacking (Chair), Andrews, Battle, Chambers, Collins, M Dar, Doswell, Douglas, Evans, Grimshaw, Hitchen, Kirkpatrick, Rawlins and Rawson

Agenda

1. Urgent Business

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

2. Appeals

To consider any appeals from the public against refusal to allow inspection of background documents and/or the inclusion of items in the confidential part of the agenda.

3. Interests

To allow Members an opportunity to [a] declare any personal, prejudicial or disclosable pecuniary interests they might have in any items which appear on this agenda; and [b] record any items from which they are precluded from voting as a result of Council Tax/Council rent arrears; [c] the existence and nature of party whipping arrangements in respect of any item to be considered at this meeting. Members with a personal interest should declare that at the start of the item under consideration. If Members also have a prejudicial or disclosable pecuniary interest they must withdraw from the meeting during the consideration of the item.

4. Minutes

5 - 12

To approve as a correct record the minutes of the meeting held on 9 January 2020.

5. Review of Advice Services in Manchester - Final Report and Recommendations

13 - 34

Report of the Review of Advice Services in Manchester Task and Finish Group

This report presents the findings, conclusions and recommendations of the Review of Advice Services in Manchester Task and Finish Group. The Task and Finish Group was established to consider the availability of advice services across the city, with a view to producing recommendations to be considered in the budget in the next financial year.

6. The Council's Updated Financial Strategy and Budget reports 2020/21 - to follow

6a. Neighbourhoods Directorate Budget Report 2020/21 - to follow

7. Equality Impact Assessments

35 - 50

Report of the City Solicitor

This report reviews a selection of the Equality Impact Assessments (EIAs) produced in support of the Council's

business planning process for 2019/2020. It outlines the context of why the Council undertakes EIAs and some of the key themes emerging from the business priority-related analyses produced in the last year. It also describes changes to the Council's approach to business planning for 2020-21, and the implications for how equality impacts will be considered within the plan and how the process of producing EIAs will be managed moving forwards.

- 8. Manchester Playing Pitch Strategy** 51 - 66
Report of the Strategic Director (Neighbourhoods)

This report provides an update on Manchester Playing Pitch Strategy and Site Action Plan.

- 9. Delivering the Our Manchester Strategy - to follow**

- 10. Overview Report** 67 - 78
Report of the Governance and Scrutiny Support Unit

This report provides members with details of key decisions that fall within the Committee's remit and an update on actions resulting from the Committee's recommendations. The report also includes the Committee's work programme, which the Committee is asked to amend as appropriate and agree.

Information about the Committee

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

The Communities and Equalities Scrutiny Committee examines the work of the Council and its partners relating to reducing levels of crime, community cohesion, older people and equality and inclusion.

The Council wants to consult people as fully as possible before making decisions that affect them. Members of the public do not have a right to speak at meetings but may do so if invited by the Chair. If you have a special interest in an item on the agenda and want to speak, tell the Committee Officer, who will pass on your request to the Chair. Groups of people will usually be asked to nominate a spokesperson. The Council wants its meetings to be as open as possible but occasionally there will be some confidential business. Brief reasons for confidentiality will be shown on the agenda sheet.

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Smoking is not allowed in Council buildings.

Joanne Roney OBE
Chief Executive
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Manchester, M60 2LA.

Further Information

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

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This agenda was issued on **Wednesday, 29 January 2020** by the Governance and Scrutiny Support Unit, Manchester City Council, Level 3, Town Hall Extension (Lloyd Street Elevation), Manchester M60 2LA

Communities and Equalities Scrutiny Committee

Minutes of the meeting held on 9 January 2020

Present:

Councillor Hacking - In the Chair

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

Councillor S Murphy, Deputy Leader

Councillor N Murphy, Deputy Leader

Councillor Akbar, Executive Member for Neighbourhoods

Councillor Rahman, Executive Member for Skills, Culture and Leisure

Dr Marc Hudson, Climate Emergency Manchester

CESC/20/01 Minutes

Decision

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

CESC/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 with the above, the Committee also received and considered the draft Council Business Plan for 2020/21 and the Neighbourhoods Directorate Budget Report 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:

- That some of the data provided in appendix 1 of the Council Business Plan 2020/21, for example on anti-social behaviour and flytipping, did not give a clear picture of the situation as it stated figures per 1000 people and did not provide enough information, for example, on trends over time and whether some areas were affected more than others;

- Why were there no figures for 2018/19 on residents attending a cultural event or using a public library service;
- Sickness levels across different teams and the impact on service delivery;
- That it was not clear from the report where Equality Impact Assessments (EIAs) would be carried out and the importance of the Committee considering the impact of proposals across the equality strands;
- The changes to the rules on the use of Household Recycling Centres and how fly-tipping was being addressed;
- How the proposed savings of £40,000 from reducing the costs of gallery exhibitions would be achieved;
- How confident were officers that the increases in income outlined in the Directorate Budget Report could be achieved; and
- To seek assurance that investment in the Anti-Social Behaviour Team was not being reduced and to emphasise the importance of funding work to address anti-social behaviour, which was a priority for many residents.

The Strategic Director (Neighbourhoods) reported that this was the first time that budget proposals had been presented to the scrutiny committees in this format and that officers would take on board Members' comments on how this information was presented and review this for future budget-setting processes. She reported that the Neighbourhoods and Environment Scrutiny Committee had considered the changes to the rules on the use of Household Recycling Centres at its meeting on 8 January 2020 and that officers would be providing a detailed update to that Committee. She informed Members that the Neighbourhoods and Environment Scrutiny Committee also received detailed information on fly-tipping and suggested that the report on fly-tipping which the Committee had received at a recent meeting could be circulated to Members of this Committee, to which the Chair agreed.

The Strategic Director (Neighbourhoods) reported that the HR Subgroup regularly received information on sickness levels across the Council and what was being done to tackle this but that Members of the Communities and Equalities Scrutiny Committee could be provided with data on sickness levels for areas within its remit.

The Chair commented that, at the Committee's February meeting, Members would receive a report on the EIAs from the previous year's budget process.

The Head of Libraries, Galleries and Culture reported that the data in the report on residents attending cultural events and using libraries came from a national survey; however, he reported that his service had been improving its own data collection as part of the Widening Access and Participation project. He drew Members' attention to the reports provided to the Committee's October, November and December 2019 meetings which had included further information on residents' access to and participation in libraries, leisure and culture and advised Members that he would collate this information and re-circulate it.

The Head of Libraries, Galleries and Culture informed Members how his service proposed to save £40,000 through the Museum and Galleries Exhibition Tax Relief Scheme introduced by the government in 2017. He outlined how his service planned to increase its income through introducing wireless printing across the city's libraries, delivering government services, enabling visitors to make contactless donations at

Manchester Art Gallery and Central Library, increasing retail sales, particularly from tourists following the re-location of the Visitor Information Centre to the Central Library, and raising more income through venue hire.

The Head of Parks, Leisure, Youth and Events outlined how his service had increased income generation, highlighting that in parks alone income generation had increased by approximately £400,000 since 2016. He advised Members that his service had met its income generation targets for the past three years and that he was confident that the income targets set out in the report were achievable. In response to a Member's question, he reported that a process was being put in place for residents and community groups to put forward their ideas for how to reduce the gap between income and expenditure in parks.

The Strategic Director (Neighbourhoods) clarified that the money which had been approved during 2019/20 to increase resources in the Anti-Social Behaviour Team had been committed to for a period of three years.

Decisions

1. To support the proposals outlined in the reports, while asking the Executive to take into account Members' comments above, in particular the importance of maintaining funding to tackle anti-social behaviour.
2. To request that the recent report that the Neighbourhoods and Environment Scrutiny Committee received on fly-tipping be circulated to Committee Members, for information.

CESC/20/03 Capital Strategy for Leisure Facilities

The Committee received a report of the Strategic Director (Neighbourhoods) which provided an update on the Leisure Capital Programme which was seeking to sustain, develop and enhance the facility asset base over the next 20 years. The Leisure Capital Programme was currently funded through a mixture of external grants and contributions, capital receipts, borrowing and spend to save capital investment. The report set out the current pipeline programme and proposals of investment. The programme followed the Council's Capital Finance process and was subject to individual business cases and a clear funding strategy to inform the strategic consideration and feasibility of each scheme.

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

- Background information;
- Capital Investment Strategy;
- Proposed Capital Programme and Pipeline; and
- Capital Strategy Governance.

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

- Request for assurance that Ward Councillors would be involved in decisions about how any funding arising from Section 106 agreements between the Council and developers would be spent;
- Sufficiency of leisure provision;
- How it would be ensured that the planned synthetic cricket wickets would be maintained and used;
- What the start date and completion dates were for the capital projects; and
- That a lot of the proposed projects in table 3 of the report were dependent on obtaining external funding and what was being done to support the applications for this funding.

The Head of Parks, Leisure, Youth and Events advised that his service had recognised the need for increased engagement with Ward Councillors. He reported that officers had engaged with Ward Councillors in relation to the Playing Pitch Strategy to enable them to shape the ward plans and ensure that officers understood their priorities if Section 106 funding became available. He informed Members that leisure provision was currently sufficient to meet demand but that, as the city's population grew, it was anticipated that there would gaps in some parts of the city which would need to be addressed, including around Hough End and in the city centre. He reported that 100 synthetic cricket wickets were being installed in parks across Greater Manchester, funded by the English Cricket Board, that the Greater Manchester Combined Authority was providing additional funding for cricket programmes and coaching to ensure that they were fully used and that the Council had committed to maintaining them properly.

The Head of Parks, Leisure, Youth and Events informed Members that, where the start date and completion date for the capital projects were known they had been included in the appendix. He proposed to continue to update this as further information became known and make the information available to Members. He advised Members that, while many of the proposed projects in table 3 were reliant on external funding, a lot of this was funding from Sport England which had already been ring-fenced for Manchester so there was a higher degree of certainty that those projects would go ahead. In response to a Member's question, he agreed to update the table to provide clarity on the degree of certainty that funding would be obtained, particularly where this related to ring-fenced funding; however, he advised that projects had only been included in the table if there was a very strong chance of success and that many other projects which were currently being discussed but were less certain had not been included.

The Executive Member for Skills, Culture and Leisure informed Members that MCRactive had a small, dedicated team which worked with community groups to build their capacity and increase the likelihood of them successfully bidding for funding.

Decisions

1. To note the Capital Strategy for Leisure Facilities and the update on the various projects.

2. To note that a separate report detailing the Playing Pitch Strategy will be provided for a future meeting of the Committee.

CESC/20/04 Our Manchester Campaigning Engagement Framework

The Committee received a report of the Strategic Director (Neighbourhoods) which provided an overview of the external engagement programme for Our Manchester, which aimed to support Our Manchester to be more bottom-up and generated by residents.

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

- Background to the framework;
- The key areas of the Campaigning Engagement Framework; and
- The framework's objectives and how these were being delivered.

The Deputy Leader Councillor Sue Murphy reported that this was the next stage of the Our Manchester project, focusing on building on the engagement which was already taking place with local communities to ensure that the Council was doing what residents wanted to improve the quality of life in their neighbourhoods.

In response to a Member's question, the Our Manchester Programme Lead advised that she would provide the Member with an update on the North Inquiry after the meeting.

A Member reported that the work in Sharston, outlined in appendix 1, had been well-received by local residents. Another Member commented that he had initially been sceptical about Our Manchester but that it had been a success.

Decision

To note the report.

CESC/20/05 Delivering the Our Manchester Strategy - Deputy Leader Councillor Sue Murphy's Portfolio

The Committee received a report of Deputy Leader Councillor Sue Murphy 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 her portfolio.

The main themes within the report included:

- Our Manchester;
- Social inclusion;
- Voluntary and community sector;
- Homelessness and rough sleeping;
- International work; and
- Local Government Association (LGA).

The Chair invited Dr Marc Hudson from Climate Emergency Manchester to speak. He welcomed that the Council had declared a Climate Emergency and encouraged Ward Councillors to take further action within their wards to address climate change. He outlined the role of his organisation and drew Members' attention to the reports on its website which, he advised, scrutinised progress made in relation to the Climate Emergency Declaration and proposed other achievable actions which could be taken. He highlighted that addressing climate change was a collective responsibility and welcomed that the Executive Member for Children and Schools had included a section on the work he had undertaken to address climate change in his report to the Children and Young People Scrutiny Committee. He encouraged the other Executive Members to do the same in future reports to the relevant scrutiny committees. In response to a Member's question on what he felt the Council could do better to tackle climate change, he encouraged Members to read the report his organisation had produced entitled 'With Love and Rockets' and advised that he could send this to Committee Members. He recommended that the Executive, Chief Executive and Ward Councillors communicate more with the public on climate change, including sharing information on what was being done in their wards and what could be done. He also reported that no carbon literacy training sessions for Members or officers had taken place within the last quarter. He also expressed concern that the Council needed to do more to tackle emissions related to its own transport. He offered to speak to any Councillors further on this issue.

Both Deputy Leaders supported the suggestion that future reports from Executive Members include a section on what they were doing to address climate change. In response to a Member's question, Deputy Leader Councillor Sue Murphy reported that, through Our Manchester, the Council was funding projects in communities to tackle climate change, such as the Poisonous Playgrounds pilot project which aimed to reduce the impact of traffic pollution on school children in the playground. She advised that, if this was successful, it would be expanded. She also reported that, through her international work, she was learning what other cities around the world were doing to address climate change.

In response to a Member's request for demographic information to show how her work was helping Manchester residents across all the equality strands, the Deputy Leader Councillor Sue Murphy advised that she could look into how this could be better demonstrated in future reports. In response to a Member's question, she outlined work taking place to address homelessness, including the learning from a recent LGA event on homelessness.

Decision

To note the report.

CESC/20/06 Delivering the Our Manchester Strategy - Deputy Leader Councillor Nigel Murphy's Portfolio

The Committee received a report of Deputy Leader Councillor Nigel Murphy 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 his portfolio.

The main themes within the report included:

- Employment Charter;
- Anti-social behaviour;
- Employment opportunities for local people; and
- Policing.

In response to a Member's question, Deputy Leader Councillor Nigel Murphy reported that 56 of the 220 neighbourhood police officers referred to in the report would be assigned to work in Manchester and that the city would also benefit from the 50 additional officers working on the travel network and the 50 officers allocated to the new proactive Force-wide team which would be deployed to address local problems and priorities without taking resources from the neighbourhood policing teams; however, he advised that it would take time for new officers to be trained so the impact would not be seen immediately. He reported that, in addition to these officers who were funded through the police precept, the Home Office had agreed to fund some additional police officers for Greater Manchester but the details of how many and where they would be allocated was still being determined. He advised that he would keep the Committee updated on this.

In response to a Member's concerns about anti-social behaviour in her ward, Deputy Leader Councillor Nigel Murphy reported that, although funding had been allocated to double the number of Council officers on the Anti-Social Behaviour team, it took time to get new staff in place. He offered to speak to the Member outside the meeting about the particular issues within her ward. He also updated Members on the Our Town Hall refurbishment project, advising them that steps were being taking to mitigate the carbon impact. He reported that updates on this project were provided to the Resources and Governance Scrutiny Committee but that he was happy to provide updates to other Members.

Decision

To note the report.

CESC/20/07 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.

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Manchester City Council Report for Resolution

Report to: Communities and Equalities Scrutiny Committee – 6 February 2020

Subject: Review of Advice Services in Manchester - Final Report and Recommendations

Report of: Review of Advice Services in Manchester Task and Finish Group

Summary

This report presents the findings, conclusions and recommendations of the Review of Advice Services in Manchester Task and Finish Group. The Task and Finish Group was established to consider the availability of advice services across the city, with a view to producing recommendations to be considered in the budget in the next financial year.

Recommendations

The Communities and Equalities Scrutiny Committee is asked:

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

To submit the recommendations to the Executive Member for Adult Health and Wellbeing and the recently established multi agency Advice Forum for their consideration.

Wards Affected: All

Contact Officers:

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rmckeon@manchester.gov.uk

Background documents (available for public inspection):

None

Appendix 1 – Terms of Reference of the Task and Finish Group

Appendix 2 – Work Programme of the Task and Finish Group

Appendix 3 – Minutes of the Task and Finish Group

1.0 Introduction

- 1.1 At its meeting on 7 February 2019, the Resources and Governance Scrutiny Committee considered a call in of the decision taken by the Acting Executive Director Strategic Commissioning (with Director of Adult Social Services responsibilities) relating to the appointment of a provider to deliver city wide advice services.
- 1.2 The Committee recommended that the Communities and Equalities Scrutiny Committee establish a Task and Finish Group to consider the availability of advice services across the city, with a view to producing recommendations to be considered in the budget in the next financial year.
- 1.3 At its meeting on 5 September 2019 the Communities and Equalities Scrutiny Committee formally established the Task and Finish Group.

2.0 Membership

- 2.1 The following members of the Communities and Equalities Scrutiny Committee were appointed to the Review of Advice Services in Manchester Task and Finish Group:
 - Councillor Hacking (Chair)
 - Councillor Collins
 - Councillor M Dar
 - Councillor Doswell
 - Councillor Douglas
 - Councillor Grimshaw

3.0 Objectives

- 3.1 To determine how provision of advice services in Manchester can be improved, to include consideration of:
 - how gaps in provision can be addressed.
 - how more can be achieved within limited resources.
 - opportunities for additional provision outside of existing contracts and funding arrangements.
 - how advice services are delivered, including opportunities to work with new partners.

4.0 Key Lines of Enquiry

- 4.1 The key lines of enquiry identified were:
 - To gain an understanding of the current situation.

- To identify any gaps in provision, for example, by type of advice or geographic area.
- To hear the perspectives of external stakeholders.

4.2 The Task and Finish Group held 3 meetings to undertake investigations into these lines of enquiry:

Meeting Date	Focus
30 September 2019	The current position and gaps in provision
30 October 2019	Perspectives of external stakeholders
15 November 2019	Mapping of local advice provision and proposals for in-house homelessness prevention advice

5.0 The Current Position and Gaps in Provision

Relevant key lines of enquiry:

To gain an understanding of the current situation.

To identify any gaps in provision, for example, by type of advice or geographic area.

- 5.1 In order to identify areas for improvement, the Task and Finish Group first sought to gain a greater understanding of the current situation. Members considered a report on the current position in respect of the recent tender of citywide advice services. The report highlighted a range of issues for consideration with regard to access to and provision of advice in the city and suggested areas where this could be further developed to increase access to quality advice for Manchester residents.
- 5.2 The Task and Finish Group noted that, in addition to the commissioned advice services, advice was provided by some Council services as well as by a range of external organisations, some of which were not known to the Council. Members discussed the importance of having clarity on what particular agencies or services were doing and whether their role was to advise people or to provide information and signpost them to other services. Members were provided with information about the recently-established Advice Forum and the role that this could play in improving advice provision.
- 5.3 Members discussed concerns raised by Ward Councillors, including whether residents could easily access face-to-face support locally. Members discussed some of the venues which could be used to provide advice services locally and in a non-intimidating environment, including libraries, Sure Start Centres and schools.
- 5.4 The Task and Finish Group discussed concerns about the quality of immigration advice that people were receiving from some solicitors, often for high fees. Members stated that preventing and tackling homelessness should be a priority area and heard about plans to prevent people becoming homeless by addressing problems at an earlier stage.

Recommendation 1

There is a clear need to undertake an audit of what services are available in each of the localities of the city both from commissioned services and other sources. It is recommended that such an audit be undertaken and that it falls within the remit of the Advice Forum.

Recommendation 2

Consideration should be given by the Advice Forum to, where feasible, using a wider variety of venues where advice services could be accessed, such as libraries, children's centres and schools. In addition to examining the location of services, the Advice Forum should consider to what extent the provision of services relating to homelessness and asylum seeking are adequately provided for either within or outside the current commissioned provision.

6.0 Perspectives of External Stakeholders

Relevant key line of enquiry:

To hear the perspectives of external stakeholders.

- 6.1 The Task and Finish Group invited a range of stakeholders to their second meeting to hear their perspectives on advice services in Manchester, including the services they provided and the current challenges in this area of work. Those in attendance included representatives from Cheetham Hill Advice Centre, Citizens Advice Manchester and Shelter, as well as a representative from the Council's Library Service.
- 6.2 Members heard about the level of training and supervision needed to provide professional advice and the regulation of the commissioned advice services. Representatives from advice services expressed concern about smaller grassroots organisations which were providing advice to people without having the necessary training and knowledge to do so.
- 6.3 The Task and Finish Group discussed whether other organisations could be provided with training to deal with queries and whether their role should be limited to assisting people with filling in forms and signposting them on to relevant advice agencies for more complex queries. A representative from the Library Service reported that libraries staff provided information, but not advice, to members of the public and provided venues for organisations such as Manchester Citizens Advice to hold advice surgeries. Members noted the advantages of face-to-face assistance with filling in forms, particularly where there were language barriers.
- 6.4 The Task and Finish Group discussed the role of Registered Social Landlords (RSLs), hearing from external stakeholders how a minority of RSLs provided advice to their tenants but that they could not provide independent advice in relation to debt due to a conflict of interest as one of the organisations the tenant would owe money to. Members also heard that advice services were

having to spend time challenging other organisations in situations when they felt they should not have to do so, for example, challenging housing associations which were threatening to evict tenants for rent arrears due to a delay in receiving Universal Credit. Members heard that just under 50% of Manchester Citizens Advice's clients were in social housing. The Task and Finish Group discussed whether additional funding could be made available from RSLs or the Greater Manchester Combined Authority (GMCA).

- 6.5 The Task and Finish Group questioned whether Manchester Citizens Advice should provide advice outside of office hours and heard that this had been tried in the past but had not been cost effective; however, it was suggested that one adviser could be available on a Saturday by telephone, with telephone access being provided in local libraries.

Recommendation 3

Consideration should be given to the Council funding more training for library staff to deal with the complex queries they were faced with. Acknowledging the professionalism of advice workers and the complexities of offering advice, it was suggested that training should be restricted to improved signposting capacity and support for those requiring assistance with basic form filling and signposting. This support is especially important where there are language barriers. This additional training and capacity building could be made available not only to library staff but also to volunteers and community groups based in community buildings.

Recommendation 4

The Advice Forum should undertake a review of the existing relationship between commissioned advice services and Registered Social Landlords (RSLs) to ensure that there is a minimisation of unnecessary challenge between them. Examples of where this challenge is wasting resources is where an RSL threatening eviction due to late arrival of Universal Credit causes a debt advice provider to expend resources dealing with a case where it is clear the money will eventually arrive. Better co-ordination to eradicate these instances would prevent waste in the system.

Recommendation 5

Consideration should be given to out of hours provision (i.e. outside 9am - 6pm Monday to Friday), particularly the potential to provide telephones in libraries, similar to the ones installed in GPs' surgeries, which local residents could use to speak to Manchester Citizens Advice (for example) on Saturdays. While this would still require a member of staff to work Saturdays, it would be more cost effective than having Saturday advice sessions running in a number of venues.

Recommendation 6

It is recommended that the Executive Member for Adult Health and Wellbeing explores additional resources, in particular for the recommendations relating to additional training, from sources other than the Council. It is clear that RSLs and the GMCA could be asked to consider a more active financial role than at present.

7.0 Mapping of Local Advice Provision and Proposals for In-house Homelessness Prevention Advice

Relevant key line of enquiry:

To gain an understanding of the current situation.

- 7.1 Additional information on commissioned advice services and the mapping of local advice provision was provided to Members of the Task and Finish Group.

8.0 Conclusions

- 8.1 Members reviewed the current provision of advice services and considered how this could be improved. From this, the Task and Finish Group have made a number of recommendations to be addressed to the Executive Member for Adult Health and Wellbeing in the first instance. The Task and Finish Group Members also recognise that the responsibility for delivery of advice services across the city is a partnership arrangement and as such request that the recently established multi agency Advice Forum also receive and consider these recommendations.

Title	Review of Advice Services in Manchester Task and Finish Group
Membership	Councillor Collins, M Dar, Doswell, Douglas, Grimshaw and Hacking (Chair)
Lead Executive Members	Councillor Craig
Strategic Directors	Bernadette Enright - Executive Director of Adult Social Services
Lead Officers	Mike Wright – Director of Homelessness
Contact Officer	Rachel McKeon – Scrutiny Support Officer
Objectives	<p>To determine how provision of advice services in Manchester can be improved, to include consideration of:</p> <ul style="list-style-type: none"> • how gaps in provision can be addressed. • how more can be achieved within limited resources. • opportunities for additional provision outside of existing contracts and funding arrangements. • how advice services are delivered, including opportunities to work with new partners.
Key Lines of Enquiry	<ol style="list-style-type: none"> 1. To gain an understanding of the current situation. 2. To identify any gaps in provision, for example, by type of advice or geographic area. 3. To hear the perspectives of external stakeholders.
	<p>This Task and Finish group will report its findings to the Communities and Equalities Scrutiny Committee by submitting minutes to the Committee. The Task and Finish Group's final report will be submitted to the Committee, which will be asked to endorse its recommendations.</p>
Access to Information	<p>Meetings of the Task and Finish Group will be open to members of the media and public except where information which is confidential or exempt from publication is being considered.</p> <p>Papers for the Task and Finish Group will be made available to members of the media and public on the Council's website and in the Rates Hall of the Town Hall Extension except where information which is confidential or exempt from publication is being considered.</p>
Schedule of Meetings	<p>30 September 2019</p> <p>30 October 2019</p> <p>15 November 2019</p>
Commissioned	September 2019

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**Communities and Equalities Scrutiny Committee
Review of Advice Services in Manchester Task and Finish Group
Work Programme**

Monday 30 September 2019, 4.30 pm				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Introduction to the Terms of Reference	To receive the Terms of Reference for the Task and Finish Group.		Mike Wright/ Rachel McKeon	
The Current Position	To receive an overview of the current situation in relation to Advice Services in Manchester, including the current provision for different groups and geographic areas, what the Council is doing and what can and cannot be done from a procurement perspective.	Councillor Craig	Mike Wright	
Gaps in Provision	Member-led discussion to identify gaps in the provision of Advice Services.	Councillor Craig	Rachel McKeon	
Work Programme	To review and agree the Task and Finish Group's work programme, and consider any changes or additions that are necessary.		Rachel McKeon	

Wednesday 30 October 2019, 2.00 pm				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Perspectives of External Stakeholders	To hear the perspectives of a range of external stakeholders.	Councillor Craig	Rachel McKeon	
Terms of Reference and Work Programme	To review and agree the Task and Finish Group's terms of reference and work programme, and		Rachel McKeon	

	consider any changes or additions that are necessary.			
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Friday 15 November 2019, 2.00 pm				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Mapping of Local Advice Provision and Proposals for In-house Homelessness Prevention Advice	To receive a report on the mapping of local advice provision, both in terms of the ward and the type of venue, and on proposals for in-house advice relating to homelessness prevention.	Councillor Craig	Mike Wright	See September 2019 minutes
Final Recommendations	To agree the Task and Finish Group's final recommendations. (To be incorporated into a Final Report which will be agreed by Members via email prior to submission to the Communities and Equalities Scrutiny Committee.)		Rachel McKeon	
Terms of Reference and Work Programme	<p>To review and agree the Task and Finish Group's terms of reference and work programme, and consider any changes or additions that are necessary.</p> <p>To consider whether the three substantive meetings that the Task and Finish Group has had have been sufficient to meet the Group's objectives, or whether further meetings are necessary.</p>		Rachel McKeon	

Communities and Equalities Scrutiny Committee – Review of Advice Services in Manchester Task and Finish Group

Minutes of the meeting held on 30 September 2019

Present:

Councillor Hacking – In the Chair
Councillors Doswell, Douglas and Grimshaw

Councillor Craig, Executive Member for Adult Health and Wellbeing

Apologies:

Councillor Collins

CESC/ROASIM/19/01 Terms of Reference and Work Programme

The Chair provided an overview of the terms of reference and work programme for the Task and Finish Group. He informed Members that the number of meetings had been reduced from four to three as the key lines of enquiry and purpose of the Task and Finish Group, which had been proposed as the subject for discussion at the first meeting, had already been determined at the Communities and Equalities Scrutiny Committee meeting on 5 September 2019. He reminded Members that it was not the role of the Task and Finish Group to review contracts for advice services which had already been awarded.

Decision

To note the terms of reference and work programme.

CESC/ROASIM/19/02 The Current Position (Context for Provision of Advice Services in Manchester) and Gaps in Provision

The Task and Finish Group received a report of the Director of Homelessness which provide an outline of the current position in respect of the recent tender of citywide advice services. It highlighted a range of issues for consideration with regard to access to and provision of advice in the city and suggested areas where this could be further developed to increase access to quality advice for Manchester residents.

The main points and themes within the report included:

- The local context and demand for advices services;
- The current provision;
- Future options for consideration; and
- Potential gaps.

The Executive Member for Adult Health and Wellbeing highlighted the impact of austerity on both the funding of advice services and on the demand for advice relating to issues such as financial problems and homelessness.

A Member asked what had happened to the external advice services which the Council had ceased funding. The Executive Member for Adult Health and Wellbeing reported that some had amalgamated with other organisations and that some had continued operating with funding from elsewhere, although their advice provision might have changed.

A Member expressed concern that cuts to advice services could have an impact on other areas, such as mental health services. The Executive Member for Adult Health and Wellbeing agreed that there was a link with mental health, as mental health problems could lead people to experience poverty which could then have a further negative impact on their mental health. She reported that the main advice contracts did not represent all the advice services that the Council funded, stating that, for example, people could now access advice via their GP's surgery. She advised Members that early intervention was important to prevent problems reaching a crisis point. The Director of Homelessness reported that, if problems with benefits were not resolved at an early stage, it was much more difficult to address later on and could result in people being at risk of homelessness, when the problem could have been resolved quite easily at an earlier stage.

A Member asked how non-commissioned services which provided advice linked in with the commissioned services and what training and support was available for libraries staff who dealt with requests for advice from members of the public who could have quite complex queries.

The Director of Homelessness reported that, in addition to the advice services commissioned by the Council, a number of services within the Council provided advice but that it was difficult to quantify this. He advised Members that there was an opportunity to undertake an audit of what was available in each of the localities within the city, including advice services provided by other agencies, and that this could be done through the recently-established Advice Forum. He also reported that the Forum could be used to provide training and development, for example on preventing homelessness, and for organisations to provide peer support. The Executive Member for Adult Health and Wellbeing expressed concern that, at present, some providers of specialist advice were not known to the Council or only became known to the Council when they were in financial difficulties and in need of emergency support. She commented that a clearer advice offer would enable staff in libraries to effectively signpost people to advice services rather than feeling that they had to advise members of the public themselves.

The Director of Homelessness highlighted that it could be difficult to draw a clear distinction between providing advice and signposting individuals and that, sometimes, it was more appropriate to signpost people with complex queries on to specialist advice. The Executive Member for Adult Health and Wellbeing advised that it was important to have clarity and boundaries regarding whether particular agencies or services were advising people or providing information and signposting.

The Chair expressed concern that some immigration solicitors were charging people high fees and providing poor advice and asked whether the Council could do anything about this. The Director of Homelessness reported that the Council could run a campaign advising people to check where they were getting advice from and

informing them about good quality, free advice they could access. The Executive Member for Adult Health and Wellbeing reported that the Council funded groups which worked with asylum seekers and, through these groups, was providing information to asylum seekers at the earliest opportunity.

In response to a question from the Chair, the Executive Member for Adult Health and Wellbeing reported that the Forum was being led by the commissioned advice services and would help to strengthen relationships in the advice sector as well as being a way for them to engage with the Council. She reported that the organisations in the advice sector were setting the priorities but that it would include a focus on quality, improvement and capacity-building.

The Chair commented that advice providers were being invited to the next meeting and suggested that the Advice Forum be discussed with them. A Member requested that information be provided on how these organisations linked in with partners, for example, libraries, Sure Start Centres and the Yes project. He also questioned whether the Council could access funding available at a Greater Manchester level.

The Chair outlined some concerns of Ward Councillors, including whether residents could easily access face-to-face support locally, the need for Ward Councillors to know how to respond to or where to refer residents requiring advice related to homelessness and the need to have a clear understanding of and co-ordination of advice provision, as well as being able to identify any gaps. He reported that the provision of advice relating to debt, homelessness and immigration were priorities.

The Director of Homelessness outlined plans to develop a citywide approach to homelessness prevention, which would require investing in giving people the skills to provide basic advice at an early point and to understand when a query was too complex and should be referred on. He informed Members about two locality-based pilots related to homelessness prevention which would use local assets such as libraries and GPs' surgeries.

A Member expressed concern that some groups were less likely to seek advice than others. The Director of Homelessness reported that it would be useful for the Advice Forum to look at equity of access to advice. The Executive Member for Adult Health and Wellbeing outlined some of the support available to enable people to access advice, for example, providing advice in different languages and providing advice in a written format.

Members discussed venues which could be used to provide advice services such as libraries, Sure Start Centres and schools, commenting on the value of using less intimidating venues and places that people visited anyway, while also noting that some people would want to keep any problems they had separate from their child's school. The Executive Member for Adult Health and Wellbeing informed Members that officers would provide a breakdown for the next meeting of the venues currently being used by commissioned advice services.

The Chair requested that a report be provided to the next meeting on the mapping of local advice provision, both in terms of the ward and the type of venue, and on proposals for in-house advice relating to homelessness prevention. A Member asked

for more information on how the Advice Forum would work and whether housing providers which provided limited advice in relation to debts, prioritising their rent arrears, would be engaged in the Advice Forum.

Decisions

1. To request that a report be provided to the next meeting on the mapping of local advice provision, both in terms of the ward and the type of venue, and on proposals for in-house advice relating to homelessness prevention.
2. To request more information on how the Advice Forum will work and whether housing providers which provide limited advice in relation to debts, prioritising their rent arrears, will be engaged in the Advice Forum.

Communities and Equalities Scrutiny Committee – Review of Advice Services in Manchester Task and Finish Group

Minutes of the meeting held on 30 October 2019

Present:

Councillor Hacking – In the Chair
Councillors Collins and Grimshaw

Councillor Craig, Executive Member for Adult Health and Wellbeing

Councillor Clay, Ward Councillor for Burnage
Councillor Rawlins, Ward Councillor for Baguley and Member of the Communities and Equalities Scrutiny Committee

Sinead O'Connor, Cheetham Hill Advice Centre
Andy Brown, Citizens Advice Manchester
Dan Pye, Citizens Advice Manchester
Hayley Hughes, Citizens Advice Manchester
Lauren Edwards, Shelter
John Ryan, Shelter

Apologies:

Councillors M Dar and Douglas

CESC/ROASIM/19/05 Minutes

Decision

To approve as a correct record the minutes of the meeting held on 30 September 2019.

CESC/ROASIM/19/06 Perspectives of External Stakeholders

The Chair outlined the purpose of the Task and Finish Group and invited the views of the external guests on advice services, in particular on the challenges in this area and what could be improved.

Sinead O'Connor from Cheetham Hill Advice Centre reported that some of the challenges with advice services in Manchester were that some people were giving advice when they shouldn't be as they were not advice agencies while some organisations could, with some staff training, help members of the public with filling in forms but were instead referring this basic support on to advice agencies. She informed Members that previously many people would only need to seek advice once and would then have stability once they were receiving the right benefits or in a job; however, changes to benefits and the job market meant that people's lives were less stable and more people needed to repeatedly seek help from advice services. The Director of Homelessness commented that perhaps this change needed to be reflected in how the Council commissioned, monitored and valued advice services. Sinead O'Connor agreed, commenting that there was an assumption that the focus

of advice services should be to encourage people to solve the issue themselves or to have a one-time contact with the service after which they would not need further support but that this did not reflect the reality of the current situation.

Sinead O'Connor advised Members that there were also some people who did not contact the commissioned advice services for help and were in contact with smaller grassroots organisations but that these organisations often did not have the training to provide appropriate advice so should either be referring people on to the commissioned advice services or should be provided with advice training. She outlined the challenges of multiple deprivation in north Manchester. She also reported that there was a strain on services providing immigration advice, partly due to European Union (EU) citizens seeking advice regarding Brexit but also due to other non-UK citizens then becoming more nervous about their status and seeking advice. A Member commented that there was a need for increased advice provision in north Manchester.

Andy Brown from Citizens Advice Manchester informed Members that he would provide them with written information on the range of services his organisation provided. He clarified that some organisations reported that they provided advice but actually provided basic information and then referred people on to the main advice organisations. He informed Members that some Registered Social Landlords (RSLs) provided detailed advice but that most did not and that they were unable to provide independent advice to tenants on debt because they were one of the organisations that the tenant would owe money to. He reported that the commissioned advice services provided a good service but were operating at full capacity and could not meet any additional demand if those people who needed advice but did not currently access advice services started doing so. He advised that his service did not have the resources to provide a comprehensive welfare benefit service across the city, although they did run a Help to Claim service funded from central government. He reported that they also could not provide the range of housing advice they wanted to due to changes to Legal Aid. He also reported that there was no longer any access in Manchester to good quality, low cost family advice. He advised that his service provided some employment advice, making use of funding from a range of sources, but that there was a need for more employment advice in the city. He reported that, in addition to people paying for legal advice on immigration, people were starting to pay to access advice on employment issues and benefits. He expressed concern that Brexit would result in an increased demand for advice services which the commissioned services would not have the capacity to meet. He outlined how important the core funding from the Council was in enabling his organisation to lever in additional funding from other sources but advised that this additional funding could only be spent on specific activities. He also informed Members of the support his service had put in place to assist former Thomas Cook employees who had lost their jobs when the company collapsed, stating that his organisation did respond to crises such as this but that limited resources affected their response.

John Ryan from Shelter informed Members that the system could be improved by ensuring that valuable resources did not have to be wasted challenging other agencies and departments where they should not have to be challenged. He gave as an example Shelter having to challenge housing associations who were threatening to evict a tenant for rent arrears which were due to a delay in receiving

Universal Credit and where it was clear that the money was coming. He advised Members that there was an opportunity for different agencies and departments to work better together so that they weren't using resources to challenge each other. He suggested that housing associations should see eviction as a last resort and that agencies could work together to prevent evictions from happening. He also outlined work Shelter was doing with private sector landlords to reduce the risk of tenants reaching the stage where they were being evicted and becoming homeless. He expressed concern that funding for advice services had been reduced over recent years. He supported Andy Brown's comment that the funding from the Council enabled the commissioned advice services to lever in additional funds, stating that they were able to bring additional money into the city through this. He informed Members about a national government-funded homelessness advice service which provided training to councils and other organisations but which was not used as much as it could be. He advised Members that this could be used to train people to identify at the earliest stage problems which could lead to homelessness if not addressed. He emphasised that early intervention was key.

The Citywide Services Manager from Manchester Libraries informed Members that her service provided information, not advice, to members of the public and also provided venues for organisations such as Manchester Citizens Advice to provide advice from. She advised that this had worked well as a lot of local people were using this service and it enabled them to get advice at their local library rather than having to travel elsewhere. She reported that people with a range of issues, including people who were homeless, used libraries as an open, warm, free space and that libraries staff referred them on to services for support, where they could. She informed Members that Manchester Libraries were currently looking at a scheme taking place in Glasgow where a Citizens Advice Bureau homelessness adviser was being employed to provide early intervention. She reported that Manchester Libraries were also looking at providing a space for credit unions in their venues as well.

In response to a Member's question, Andy Brown reported that organisations such as Manchester Citizens Advice were regulated by external bodies and subjected to audits which provided assurance about the quality of advice being provided. He informed Members that just under 50% of his organisation's clients were in social housing and that this was because social housing providers did not provide the level of advice that his organisation did. He commented that they were not trained to do so, it was not cost effective for them to do so and they had a conflict of interest in advising tenants who had housing arrears. He suggested that the social housing providers should instead contribute towards the funding of commissioned advice services, as some of the problems which they dealt with stemmed from the RSLs. He supported John Ryan's comment that work should be done with RSLs as, he stated, they were sometimes too quick to start eviction proceedings against tenants. The Ward Councillor for Baguley commented that, as the Task and Finish Group was discussing RSLs, it should seek the views of RSLs which provided advice services. The Executive Member for Adult Health and Wellbeing reported that RSLs had been invited to attend the Advice Forum but that only one had attended. John Ryan commented that social housing providers did some excellent work but that there were also some areas for improvement.

Members discussed whether Manchester Citizens Advice should provide advice outside of office hours. Andy Brown stated that his organisation currently provided advice services from 8 am to 6 pm on Monday to Friday. He reported that previously it had provided advice services on Saturdays and some evenings. He advised that, while this was valuable for some people, it had not been cost effective as fewer people had accessed the service during these times. He suggested that one option could be to put telephones in libraries, similar to the ones installed in GPs' surgeries, which local residents could use to speak to Manchester Citizens Advice, including on Saturdays. He advised that, while this would still require a member of staff to work Saturdays, it would be more cost effective than having Saturday advice sessions running in a number of venues. The Citywide Services Manager reported that she could look into this with Manchester Citizens Advice.

Hayley Hughes informed Members about how Manchester Citizens Advice was developing new ways of delivering their services, which had included piloting the use of Facebook messenger as a way for people to contact the service at any time and using a chatbot to help people to navigate information on their website, with the ability to get a call back from an adviser if this did not resolve their issue. She reported that, in addition to the telephones which had been installed in GPs' surgeries to enable people to access advice services, Manchester Citizens Advice was also working to reach people through a range of other organisations such as through pharmacies and Early Help Hubs.

A Member stated that library staff needed more training to deal with the complex queries they were faced with. Andy Brown informed Members about the months of training his advice staff received, the supervision in the role, the refresher training they had to undertake and the liability insurance his organisation held in relation to advice services and stated that there would be challenges in training library staff to provide advice. A Member reported that not all library staff knew where to signpost people for help and that some level of additional training would be useful, suggesting that money could be made available by the Greater Manchester Combined Authority (GMCA). The Ward Councillor for Burnage advised that some libraries were staffed by volunteers who wanted to help their community and who also needed this training. He commented that there was a demand for face-to-face support and that some people needed this rather than telephone support, for example, if there were language barriers and they needed help filling in forms for benefits. He suggested that library staff, volunteers and community groups should be provided with training, not to provide advice, but to help people with filling in forms.

The Citywide Services Manager reported that libraries staff tried to help everyone who accessed their service and in the vast majority of cases were able to do so but, where they couldn't, they sought information from elsewhere. She advised Members that every library should have a core information pack to enable staff to signpost people to appropriate services and that she would check that each library had this and that it was up-to-date. She informed Members that libraries across the city provided digital literacy classes which would help people to fill in forms online.

The Chair asked the external guests what the Council could realistically do to improve the situation. Sinead O'Connor informed Members that people who were doing low-paid, unstable work, such as on zero hours contracts, or who were being

paid cash-in-hand were experiencing problems accessing benefits because benefits staff did not believe that their income was so low, or did not accept the documents they provided as evidence of their employment. She reported that this was happening with Universal Credit claims but also with housing benefit claims processed by the Council and suggested that this be addressed. She also reported that some other councils were using council tax arrears as a means of identifying people who were struggling with debt and using it as an opportunity to help them. John Ryan advised Members that the Council should use social housing plans to address the shortage of social housing and that it and the GMCA should use their influence to lobby for change which addressed the structural problems which exacerbated the shortage.

A Member commented that early intervention and prevention were key. He asked the external guests how they thought the Council should use its influence with social housing providers to bring about change. Andy Brown advised Members that the best starting point would be to invite them to have a genuine, meaningful conversation about this issue and work with them to find a way to address the number of social housing tenants requiring help from advice services.

Sinead O'Connor commented that some of the key issues for the Greater Manchester Immigration Aid Unit were that more work needed to be done to obtain EU settled status for Looked After Children, that a lack of immigration advice was making people vulnerable to homelessness and that an over-demand for free immigration advice meant that some people were not submitting their applications to remain in the UK in time which meant they could lose their recorded length of stay in the UK and in some cases have to leave the UK.

The Ward Councillor for Burnage asked the Director of Homelessness if he could provide figures on the percentage of people accessing the homelessness service who were social housing tenants. A Member asked for figures on the tenants that RSLs had provided advice and support to and how successful this had been in preventing them from becoming homeless.

Decisions

1. To thank the guests for attending.
2. To request that the written information on the services provided by Manchester Citizens Advice be circulated to Members of the Task and Finish Group via the Scrutiny Support Officer.
3. That there is a need to engage with Registered Social Landlords regarding advice services and to consider at the next meeting how to do this.
4. To give further consideration to additional funding for advice services, in particular whether partners can be making a larger contribution.
5. To ask the Director of Homelessness for figures on the percentage of people accessing the homelessness service who were social housing tenants.

6. To ask for figures on the tenants that RSLs have provided advice and support to and how successful this has been in preventing them from becoming homeless.
7. To note that, following the final meeting of the Task and Finish Group, this area of work will continue to be reviewed through the Communities and Equalities Scrutiny Committee.

CESC/ROASIM/19/07 Mapping of Local Advice Provision and Proposals for In-house Homelessness Prevention Advice

Decision

To defer this item to the next meeting.

CESC/ROASIM/19/08 Terms of Reference and Work Programme

Decision

To add the Mapping of Local Advice Provision and Proposals for In-house Homelessness Prevention Advice to the agenda of the next meeting.

Communities and Equalities Scrutiny Committee – Review of Advice Services in Manchester Task and Finish Group

Minutes of the meeting held on 15 November 2019

Present:

Councillor Hacking – In the Chair

Councillor Craig, Executive Member for Adult Health and Wellbeing

Apologies:

Councillors Collins, Douglas and Grimshaw

CESC/ROASIM/19/09 Minutes

Decision

To approve as a correct record the minutes of the meeting held on 30 October 2019.

CESC/ROASIM/19/10 Mapping of Local Advice Provision and Proposals for In-house Homelessness Prevention Advice

The Executive Member for Adult Health and Wellbeing reported that the Director of Homelessness had some relevant documents on commissioned advice services and the mapping of advice services which could be circulated to the Members of the Task and Finish Group. She also suggested that the report on the external evaluation of the Manchester Volunteer Advice Partnership be circulated to the Members of the Task and Finish Group. She highlighted the importance of the work aimed at preventing homelessness. She also commented that it was important to get the right balance between universal advice services and issue-specific advice services, for example, advice on immigration or domestic abuse.

Decisions

1. To ask the Scrutiny Support Officer to circulate the documents supplied by the Director of Homelessness to Members of the Task and Finish Group.
2. To ask the Scrutiny Support Officer to circulate the report on the external evaluation of the Manchester Volunteer Advice Partnership to Members of the Task and Finish Group.

CESC/ROASIM/19/11 Final Recommendations

The Chair proposed that he meet with the Scrutiny Support Officer to review the minutes from the previous meetings, identify the key recommendations which had emerged and then to circulate these, in a final report, to other Members of the Task

and Finish Group for their amendment and approval before the report was submitted to the Communities and Equalities Scrutiny Committee.

Decision

To recommend that the Chair meet with the Scrutiny Support Officer to review the minutes from the previous meetings, identify the key recommendations which have emerged and then to circulate these, in a final report, to other Members of the Task and Finish Group for their amendment and approval before the report is submitted to the Communities and Equalities Scrutiny Committee.

CESC/ROASIM/19/12 Terms of Reference and Work Programme

Decision

To note the Terms of Reference and Work Programme.

Manchester City Council Report for Information

Report to: Communities and Equalities Scrutiny Committee – 6 February 2020

Subject: Equality Impact Assessments

Report of: City Solicitor

Summary

This report reviews a selection of the Equality Impact Assessments (EIAs) produced in support of the Council's business planning process for 2019/2020. It outlines the context of why the Council undertakes EIAs and some of the key themes emerging from the business priority-related analyses produced in the last year.

The report also describes changes to the Council's approach to business planning for 2020-21, and the implications for how equality impacts will be considered both within the plan and how the process of producing EIAs will be managed moving forwards.

Recommendations

Members are invited to consider and comment on the contents of this report.

Wards Affected: All

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

EIAs will be produced if actions arising from the Council's Climate Change Action Plan have a disproportionate impact on certain communities. The plan will recognise that climate change will have differential impacts on communities across the city, for example in terms of poor air quality and more frequent incidences of extreme weather.
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Manchester Strategy outcomes	Summary of how this report aligns to the OMS
A thriving and sustainable city: supporting a diverse and distinctive economy that creates jobs and opportunities	
A highly skilled city: world class and home grown talent sustaining the city's economic success	

A progressive and equitable city: making a positive contribution by unlocking the potential of our communities	EIAs are a vital component of how the Council has due regard for equality and equitability in its decision making processes. Communities and customers are the focus of the EIAs and the analysis allows the Council to safeguard and enhance community potential and wellbeing in the delivery of its business.
A liveable and low carbon city: a destination of choice to live, visit, work	
A connected city: world class infrastructure and connectivity to drive growth	

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Background documents (available for public inspection):

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

1. *Refreshed Business Plans – Equality Impact Assessments (EIAs)*, Communities and Equalities Scrutiny Committee, 7 February 2019
2. *Equalities Performance Management*, Communities and Equalities Scrutiny Committee, 7 March 2019

1. Introduction

- 1.1 Manchester has a proud history of championing equality and has been at the forefront of some of the country's most significant diversity-related work for decades. Against this backdrop, the Council has provided strong leadership on equality, diversity and inclusion (EDI) in the development and delivery of its functions, to ensure that Manchester's residents benefit from an accessible, appropriate, fair and satisfactory experience of the Council's services. The organisation's commitment to EDI sits against a complex backdrop of political, social and financial challenges and opportunities which underline the importance of focusing on Manchester's diversity and stakeholders of all identities, in support of the aims of the Our Manchester Strategy.
- 1.2 The Council's key tool to assess how its functions interact with the numerous and diverse communities that use them is the Equality Impact Assessment (EIA) framework. The Council has had a consistent approach to EIAs for over a decade, which has been recognised in that time (by the Equality Framework for Local Government peer reviews in 2015 and 2018) as being robust, resilient to challenge and fit for purpose.
- 1.3 The completion and consideration of an EIA ahead of making a business decision enables a service to understand the impact that its proposals and priorities will likely have on people identifying with one or more of the protected characteristics defined by the Equality Act 2010. In doing so, it enables the Council to demonstrate due regard for equality and fulfil one of its numerous requirements against the Public Sector Equality Duty.
- 1.4 A range of EIAs are produced by the Council throughout the year as its 'business as usual', which include those highlighted by the business planning process as being relevant to Council priorities. Business planning related EIAs have, for the last few years, been listed in Directorates' Equality Delivery Plans (as an appendix of the main business planning document). As requested by the committee, this report updates on a selection of the EIAs that the Council committed to produce in the 2019-20 business planning process. It does not, however, provide a detailed update on all 33 business planning related EIAs. Members are invited to request specific EIAs to be reported back to the committee if they are not already outlined here.
- 1.5 Following a review of the business planning process in 2019, the Council's approach has been refined and streamlined. From 2020-21 onwards, the Council will produce a single Our Council Business Plan document for the whole organisation. As a consequence, the requirement to produce Directorate Equality Delivery Plans and therefore lists of EIAs has been removed. This report will outline the revised way that EDI priorities are built into the business planning process and the opportunity that this provides regarding EIAs going forwards.

2. Update on 2019-20 EIA Activity

2.1 In 2016 the Council determined that including a list of EIAs for the coming year, aligned to priorities highlighted in Directorates' Equality Delivery Plans, would give some assurance that key Council priorities were being progressed with due regard for equality. Whilst this remains correct in principle, in the ensuing period officers have recognised some important trends:

- 1) that the EIAs listed in the Delivery Plans do not represent the totality of the EIAs undertaken by Directorates, most of which are identified during the financial year rather than at the start of it;
- 2) that there are other priorities, projects and Council functions that would require an EIA which are not listed within the Equality Delivery Plans and consequently, compliance with the EIA framework in these instances is difficult to track and govern, and;
- 3) that producing a 12 month plan of EIAs does not take into account the variables that often affect Council functions (i.e. in-year changes to the funding or business opportunities, altered time-scales, external influences).

2.2 This third point is particularly applicable to a number of the listed 2019-20 EIAs. In some cases, analyses could not be completed or were intentionally deferred due to a range of unforeseen circumstances, for example:

- The EIA for the Factory project could not be completed due to slippage in the timescales for the project delivery, with the completion of the EIA now moving later into 2020-21;
- An EIA for Public Space Protection Orders (PSPO) was drafted but has not been signed off, as a decision has not yet been made about the city centre PSPO. The service is continuing its work on this into 2020-21;
- The EIA for the Homelessness Service's Procurement of Dispersed Temporary Accommodation became no longer applicable, as the service was not successful in securing a suitable provider for this function and there is not an intention to re-tender for this in the next 12 months;
- An EIA for Council Tax Support Scheme was not completed as the scheme has not been changed for 2020/21. The service will review the scheme during the next financial year and any changes will be subject to a full consultation exercise and EIA at that time;
- An EIA for the Refreshed Waste Strategy was not completed as the service proposal was deferred due to changes in national government timescales.

2.3 In a small number of cases (i.e. the refurbishment of Alexandra House, the Passageway Communal Collection Scheme), analyses have been commenced but due to the iterative or phased nature of the projects they relate to, these are ongoing.

2.4 In the main, the EIAs outlined in the 2019-20 Equality Delivery Plans have been completed. As an objective process of analysis, these EIAs satisfy the requirement to have due regard for equality in the exercise of Council functions, without necessarily directly leading to any positive change. Reading across the completed EIAs though, it becomes apparent a) that there are

some emerging themes which can inform the Council's future work in this area, and b) in the course of producing their EIAs, services have implemented some good, inclusive practice as outlined below.

2.5 Engagement

- 2.5.1 EIAs are commonly based on existing data and research, but are sometimes enhanced by more qualitative information, such as that arrived at through a process of engagement with key stakeholders. This engagement may be in relation to the EIA itself, or more often, in relation to the service change that the EIA is assessing. In a couple of instances arising from the 2019-20 schedule of EIAs, services have used engagement not only to test the potential impacts of a proposed service change, but have extended this to a co-design process which has been mutually beneficial for the service and the stakeholder groups involved.

Case Study: Highways

Highways has produced a schedule of projects and work programmes focusing on major improvements involving cycling and walking infrastructure, which have been subject to EIAs. The substance of the EIAs has been enhanced through what is now regular engagement with the Disability Design Reference Group (DDRG); an independent group of disabled people who consult on built environment projects in Manchester, originally working with Transport for Greater Manchester on improvements to the Metrolink service. Highways take schemes to DDRG meetings at the earliest opportunity, presenting the proposal and listening to comments and feedback of DDRG.

For the A6 Stockport Road scheme, for example, Highways obtained a number of important views from the DDRG which were factored into the EIA and ultimately, into the scheme design. Whilst the DDRG sought Greater Manchester standard for a cycle scheme layout, which was beyond the remit of the Council's Highways service, it was possible to design in improvements to the way that crossings are highlighted to cyclists (with the use of specialist corduroy paving) to reduce the risk of disabled and / or older people coming under harm when crossing cycle lanes.

Highways continue to streamline the way it work with the DDRG, in recognition of the value that the group adds to the service's work. Highways are learning from the methods, materials and styles that other local authorities have used when working with the DDRG and are, wherever possible, sharing schemes at the concept stage for early input. Following early engagement, Highways are then returning to DDRG with a developed scheme and tying this into the wider consultation phase for the scheme.

The engagement and production of EIAs based on DDRG feedback continues. For the Princess Road / Mancunian Way scheme, a 3 dimensional video model of the proposed scheme has been developed with a drone survey. A tactile model has also been produced (a drawing made into 3D with texture, colours, trees, etc.) which will help to bring the scheme design for the Northern Quarter route to life for DDRG more than typical engineering drawings could.

For the Mancunian Way scheme, Highways are organising a site visit for the DDRG members so they can see how the scheme is progressing and experience the scheme on the ground.

Case Study: VCSE Infrastructure Contract Review

The Council has funded infrastructure support services for community and voluntary groups in the city for a number of years. Following the introduction of the Our Manchester Voluntary Community Sector (OMVCS) Grants Programme and team ('OM Funds Team') in 2018, it was agreed that the OM Funds Team would work on behalf of the Council with Manchester Health & Care Commissioning (MHCC) to conduct a joint review of their VCSE infrastructure contracts. It was also agreed that a co-design process for the specification of the new infrastructure contract should commence. This enabled the re-design and procurement of the new VCSE infrastructure service contract to be transparent, equitable, and based on the Our Manchester principles and approach which puts co-design with the VCSE sector at its heart.

The co-design process built on previous feedback and learning, which outlined the importance of an open and inclusive process with a diverse range of voices. In doing this, the aim was to both avoid any disproportionately adverse impact on an equalities characteristic throughout the process, and to ensure that the provider of the new infrastructure contract pays due regard to all protected groups. Opportunities for consultation, engagement and feedback from the sector has been purposely designed into the process to achieve this.

In addition to involving the Council's Equality, Diversity and Inclusion Manager in the co-design process, a range of interest groups were represented by VCSE organisations involved in the process (for example Breakthrough UK Ltd, Manchester BME Network). Taking feedback from these stakeholders on the infrastructure review overall, and specifically in relation to the needs and priorities of the interest groups represented, provided a rich evidence-base on which to draw in the production of the related EIA and resulted in a set of recommendations which were consulted on with Manchester's wider VCSE, as part of the commitment to include the voices of the sector throughout the re-design process.

As well as ensuring equalities input at the co-design stage, due regard for equality was built into the assessment process, achieved through the membership of the panel and through the assessment of the responses to the questions which included the above.

The EIA found that due regard had satisfactorily been paid and further diversity considerations had been given throughout the process of co-design and awarding of the VCSE infrastructure contract. Whilst the EIA did not identify any disproportionate impacts on any characteristic group, the contract will be managed in order to ensure implementation of the specification, including those with specific reference to equalities issues.

2.6 Neutral Impacts and Relevance Assessments

- 2.6.1 Much like the VCSE Infrastructure Contract EIA, several 2019-20 equality analyses have identified that, whilst the function being assessed is applicable or available to a whole host of people identifying with protected characteristics, the nature of the function is neutral. This means that the analysis has identified no disproportionately disadvantageous or advantageous impact. This is often the case for process-focused analyses of back-office, support functions, such as the Shared Cost Additional Voluntary Contributions scheme and Counter-fraud Investigations and Prosecutions.
- 2.6.2 In these latter two cases, it was possible for the HROD service and the Audit and Risk Management service respectively to make use of the Council's Relevance Assessment toolkit. This lighter touch version of the EIA toolkit allows services to establish whether their function will have a likely impact on one or more arm of the Equality Duty or protected characteristic where this is not immediately apparent. If the relevance assessment does identify a potential impact, services then progress to a fuller but more targeted EIA. Both services in this instance concluded that progressing to a full EIA was not necessary, as their functions did not satisfy the criteria laid out in the toolkit to do so.
- 2.6.3 The Council has had a relevance assessment component to its EIA framework for a considerable time, which is not necessarily the case for other public sector organisations in Greater Manchester or nationally. However, positive feedback from officers and a consistent use of the relevance assessment means that this aspect of the Council's approach to equality analysis will remain going forwards.

2.7 Partnership Approaches to Equality Analysis

- 2.7.1 As indicated above, it is common for different public sector organisations to have slightly different approaches to equality analysis. This is amply demonstrated in Manchester, with several different models of equality analysis in place across the health and social care system. They are linked, however, by all partners' common aim to have due regard for equality in their decision making processes.
- 2.7.2 The commonality of purpose offers some degree of consistency and reassurance in embedding inclusion at the heart of health and social care integration, but the differing models unavoidably create complexity in the management, governance and quality assurance of EIAs in this area. It is recognised by all partners involved that the complexity can form risks relating to duplication, gaps and consistency of quality which need to be addressed.
- 2.7.3 Working through the Inclusion and Social Value subgroup of the Manchester Locality Workforce Transformation Group, the Council, Manchester Health and Care Commissioning, Manchester Local Care Organisation, Manchester Foundation Trust, Greater Manchester Mental Health and the Christie aim to

improve the systems, compliance and quality of EIAs in Manchester. Whilst each partner organisation will continue to have its own EIA tools, the group is working to establish a 'shared, system-wide approach to equality analysis'. This will ratify some of the current issues with how EIAs are managed and delivered across the system, with greater clarity around interdependencies and responsibilities. This work, currently in its early stages, will continue throughout 2020.

2.8 Mitigating Impacts

2.8.1 Only a small number of the 2019-20 EIAs identified potentially adverse impacts arising from the proposed change. In most cases, adverse impacts have been avoided by being designed out of the proposal in its early stages. The extent to which the production of an EIA has led to these service changes though, is not clearly described in those related to the 2019-20 business priorities and this will be considered in the Council's quality assurance measures going forward.

2.8.2 In those EIAs that did identify the potential for adverse impacts, services have consistently highlighted actions to mitigate this. The EIA on the Review of the Housing Allocations Scheme, for example, considered the addition of a new moving group definition to the scheme, agreed December 2019. The definition sets a restriction on who can be in a moving group and was introduced:

- to encourage larger moving groups who can live separately to be realistic about their housing options and consider applying for two or three smaller homes rather than one very large one, which will dramatically improve their chances of being rehoused, while;
- helping to ensure that the very few larger family homes that turn over each year are allocated to those who need them most, in particular, to moving groups that cannot reasonably be expected to be able to live separately, for example, because of caring responsibilities.

2.8.3 The EIA noted that the moving group definition could disproportionately impact on Asian or Asian British families, with service data showing a large number of these families applying for larger properties. The EIA encouraged the service to consider actions considered to mitigate the effect which included:

- Not to introduce the moving group definition: this was rejected as clearly failing to help achieve the objective of helping more people be housed in as short a time as possible, and;
- To include a specific exception for applicants of Asian heritage or background: this was rejected because the introduction of such a measure would compound existing allocations problems by making it less likely that other applicants could make successful bids

2.8.4 The EIA prompted the service to resolve to engage and communicate more clearly with the affected groups, explaining the rationale, the resulting options and the benefits in relation to more quickly resolving their housing needs. The service also introduced a measure for managers' discretion to be applied

where it is necessary in these matters, recognising the need to apply the rule on a case by case basis.

2.9 Revised Approaches to Equality Analysis

- 2.9.1 The requirement to produce EIAs has, in some areas, prompted a broader evaluation of how inclusion is built into a service's approach, from the engagement-based work of Highways outlined above to a more systematic change such as that being introduced in Development.

Case Study: Embedding Inclusion in Development

The Head of Development is responsible for instructing the City Solicitor to conclude property transactions. The Development Team therefore are uniquely placed to ensure that as part of this instruction process, the provision of equality relevance assessments and where necessary, EIAs are factored into the decision making process. To ensure timely consideration of the relevant matters, the Development Team are to embed the statutory principles into the land allocation process, which will then be revisited if and when there is an instruction to transact land (either acquisition or disposal). The team will trial a 3 stage approach for a period of twelve months:

- 1) The relevance test will be undertaken as part of the initial land allocation process, which will be determined as part of the revised Site Allocation Group work. The Site Allocation Group considers and recommends the allocation and future use of surplus and non-operational Council owned assets. This will have regard to extant policies and any relevant EIAs. The terms of reference and attendance of the Site Allocation Group are about to be revised to reflect changes in wider governance structure and arrangements. This will provide the opportunity to embed these principles.
- 2) When projects come forward for approval, a more detailed consideration will be undertaken by the relevant governance body (Housing Board, Estates Board, Strategic Acquisitions Board etc).
- 3) The transaction stage of a project will act as a gateway for the relevance checks that have been undertaken at Stage 2 and the EIA if required.

This will deal with land transactions and developments where there is a land deal, however where projects relate to capital investment and there is no land transaction, the relevance checks and EIA will need to be provided to the relevant boards. This work will be trialled throughout 2020 and evaluated to inform the future model of equality analysis.

2.10 Affordable Housing Policy EIA

- 2.10.1 An update on the Affordable Housing Strategy 2025 was approved at Executive in September 2019 which outlined the future approach to delivering

the programme. Serious consideration has been given to the approach to embedding equality, diversity and inclusion to ensure that all Manchester residents have equal access to homes that they can afford. Due to the scale of Manchester's proposed affordable homes programme, the Strategic Housing function has revised its planned approach to Equality Impact Assessments.

- 2.10.2 It will now consider whether individual EIAs are required on specific schemes to replace the original approach of an overarching EIA for the strategy. The revised approach will be in line with the proposed Development Gateway Scheme (as detailed in the case study above) and will deliver a more bespoke and detailed assessment considering the demographics and needs of specific geographical areas and communities. Planning for the new approach will be complete by March 2020 and the programme of EIAs will begin in April.
- 2.10.3 In addition to this, there has been extensive work in Housing and Residential Growth throughout 2019-20 which demonstrates a strong commitment to inclusion. This is presented for the Committee's consideration at Appendix 1.
- 2.11 There are some very positive signs here of equality, diversity and inclusion being positively and proactively considered across services, and of EIAs playing into the organisation's priorities and processes. The Council recognises that there is potential for the use of its EIA framework to grow and this reflects the local and national trend; it remains the case that some projects and priorities across the public sector are progressed without an EIA being factored in as a key contributor to effective and inclusive decision-making. The Council though, is committed to advancing its productivity and effectiveness in this area, as outlined in section 4 of this report.

3. Refreshed approach to Business Planning and EIAs

- 3.1 Our Council Business Plan replaces individual directorate business plans produced previously. The plan is structured around the Council's eight priority themes and has been produced following the development of 41 service plans which describe in more detail the achievements, priorities and activities of the 41 services which collectively make up Manchester City Council.
- 3.2 Whereas the Equality Delivery Plans, appended to the previous Directorate business plans, summarised the equality considerations of a relatively small number of services, the 41 service plans ask services to consider the extent to which their service priorities will affect different communities (including communities of identity) differently. As a result, a broader range of services have identified equality relevant themes and / or characteristics in their service plans, for example:
- Education will continue to reduce the gap in educational outcomes between Manchester and UK averages for all children, but with a specific focus on Special Educational Needs and Disability

- Libraries, Galleries and Culture will adapt the service offer to more effectively support older people, and will ensure all staff to become Dementia Friends and receive autism awareness training
- Children's Social Care aims to introduce ways for children's and young people's voices to have more influence in the decisions that affect them
- Registration and Coroners Service are preparing for implementation of new arrangements under the Civil Partnerships, Marriages and Deaths (Registration Etc) Act 2019
- Parks, Leisure, Youth and Events will commission and deliver a comprehensive programme of activities which engages all residents, but which particularly targets under-represented groups
- Community Safety will continue its work to strengthen community cohesion across Manchester's diverse communities, supporting partners and VCSE organisations to challenge hate, prejudice and extremism
- Parking Services will take effective action, including prosecution, in case of fraud and / or misuse of the disabled Blue Badge parking scheme
- School Catering Service continues to ensure cultural inclusivity for a range of diets with regard for religious and medical reasons
- HROD aims to deliver a more diverse workforce at all levels, particularly in relation to BAME and disabled employees

This approach gives a more representative indication of high level EDI relevance and has informed some of the activities and measures that sit beneath each of the eight priority themes.

- 3.3 The eight priority themes that form the spine of the Our Council Business Plan are, in no particular order of importance:

Zero carbon Manchester

Lead delivery of the target for Manchester to become a zero carbon city by 2038 at the latest, with the city's future emissions limited to 15 million tonnes of carbon dioxide:

- Work with the Manchester Climate Change Agency to develop a full action plan for the city by March 2020, setting out how the ambition will be met
- Ensure activities are delivered to reduce the Council's own direct emissions as part of this plan
- Contribute to improvements in air quality across Manchester required in the Clean Air Plan

Young People

From day one, support Manchester's children to be safe, happy, healthy and successful, fulfil their potential, and make sure they attend a school graded 'good' or better:

- Ensure all children have high-quality education
- Support more Manchester children to have the best possible start in life and be ready for school and adulthood

- Reduce number of children needing a statutory service
- Reduce the number of children growing up in family poverty

Healthy, cared-for people

Work with partners to enable people to be healthy and well. Support those who need it most, working with them to improve their lives:

- Support Mancunians to be healthy, well and safe
- Improve health and reduce demand by integrating neighbourhood teams, that are connected to other services and assets locally, delivering new models of care
- Reduce the number of people becoming homeless, and enable better housing and better outcomes for those who are homeless

Housing

Ensure delivery of the right mix of good-quality housing so that Mancunians have a good chance of quality homes:

- Accelerate and sustain the delivery of more housing
- Ensure the provision of enough safe, secure and affordable housing for those on low and average incomes

Neighbourhoods

Work with our city's communities to create and maintain clean and vibrant neighbourhoods that Mancunians can be proud of:

- Enable clean, safe, vibrant neighbourhoods

Connections

Connect Manchester people and places through good-quality roads, sustainable transport and better digital networks:

- Improve public transport and highways, and make them more sustainable
- Facilitate the development of the city's digital infrastructure, to enable delivery of transformed public services and support a thriving digital economy

Growth that benefits everyone

Boost the city's productivity and create a more inclusive economy that all residents can participate in and benefit from, and contributing to reductions in family poverty, as set out in the Our Manchester Industrial Strategy:

- Support good-quality job creation for residents, and effective pathways into those jobs
- Facilitate economic growth of the city

Well-managed Council

Support our people to be the best and make the most of our resources:

- Enable our workforce to be the best they can be through the Our People Strategy and Our Manchester behaviours
- Effectively plan our future budgets and balance our current budget, delivering savings, transformation of the organisation, reductions in demand through reform, and generating income

3.4 The priorities articulate a clear and strong commitment to equality and inclusion across many areas, from reducing family poverty and homelessness, to increasing affordable housing options and promoting inclusive growth among others. This, in turn, highlights the need for these areas of work to be underpinned with good quality and timely equality analyses.

3.5 The breadth of priorities described here, in comparison with those previously outlined in the Directorate Equality Delivery Plans, offers an opportunity for the Council to complete a more comprehensive and robust set of EIAs against its business planning model than has been possible before.

3.6 Additionally, the priority areas are supported by a more overarching commitment to equality, diversity and inclusion within Our Council Business Plan. This describes the critical areas of focus to ensure that EDI continues to be advanced, and can be summarised as:

- Continuing to meet the requirements of the Public Sector Equality Duty
- Growing our knowledge and understanding of different people's experiences of Council services, to make these as fair and equitable as possible
- Refreshing our equality objectives to reflect our stakeholders' voices
- Strengthening our approach to EIAs, to include identity groups that are reflective of Manchester's key stakeholders
- Improving the representation, progression and workplace experience of our BAME and disabled employees, and further embedding an inclusive working environment for all our employees
- Continuing to work in partnership with and in support of Manchester's Voluntary, Community and Social Enterprise (VCSE) sector
- Delivering or supporting events and celebrations that promote the City's diversity of identities, cultures, traditions and languages
- Extending our partnership working on the EDI agenda

4. Strengthening the Approach to EIAs

4.1 As noted above, Our Council Business Plan has made a stated commitment to a strengthened approach to EIAs, which picks up on the opportunities stemming from the refreshed model of business planning. A programme of work to deliver this is already underway with revisions being made to the EIA toolkit; the refreshed toolkit will extend the range of groups to be analysed beyond the characteristics protected under the Equality Act 2010, to include for example ex-armed forces personnel, homeless people etc.

4.2 The revised approach will also strengthen the Council's governance and quality assurance measures around EIAs, as well as incorporating a more

proactive and supportive way of training officers to complete them. This programme of work will be incrementally delivered throughout 2020-21.

- 4.3 This work sits within the wider context of strengthening approaches to EIAs across the health and social care system in Manchester, as outlined at 2.7.3.

5. Conclusion

- 5.1 The EIAs undertaken in support of the Council's priorities, and the associated work and initiatives that play into this which have been highlighted above, serve to reinforce the central role that equality, diversity and inclusion have in the design, development and delivery of the Council's functions. Work in this area in 2019-20 builds on that of the previous year, both with regard to the quantity and quality of analyses completed.
- 5.2 It is acknowledged that there are challenges to be resolved in the Council regarding the governance and management of EIAs, just as there are across the public sector. However, the organisation's commitment and that of its partners to further embed good practice on equality analysis, and the opportunities presented by a refreshed approach to embedding equality in the business planning process, point to a strengthened position in Manchester over the coming year.

APPENDIX 1: Housing and Residential Growth Equalities Update

Progress to date 2019/20

Housing and Residential Growth's continued commitment to ensuring all residents benefit from the city's investment in housing and neighbourhoods is evident in the number of housing projects being developed to meet specific needs and the way learning from this is being embedded in new large scale projects.

The age friendly element of the Northern Gateway development continues to evolve in partnership with Age Friendly Manchester, academics and practitioners. MICRA (Manchester Institute for Collaborative Research on Ageing, part of the University of Manchester) has carried out original research for the development. The subsequent findings and recommendations will inform the Northern Gateway project and lay the foundations for the learning to be rolled out across other projects in the city. This will create more neighbourhoods with age friendly design embedded from the very beginning.

During 2019, Housing and Residential Growth have continued to work with registered housing providers (RPs) to deliver accommodation to meet specific housing requirements. Manchester's Extra Care development programme, giving greater housing choice for older people, has progressed well. Five of the seven schemes in the programme are under construction. Four of these are scheduled for completion in 2020, providing an additional 223 extra care apartments, and the fifth, a large scheme of 106 apartments, will come on line in late 2021. Following need analysis and consultation, the gap in accessible accommodation for older people in Newton Heath will be met by a new development of MCC owned age exclusive apartments on Silk Street, plus a new extra care scheme on Millwright Street.

The developments will complement an existing sheltered scheme and all older people in the area will be welcomed into, and encouraged, to use the communal facilities at the extra care scheme, creating a focal point for the older community. The former hospital on the site purchased for the LGBT extra care scheme on Russell Road in Whalley Range has now been demolished and the design process with the LGBT and local communities will begin following the appointment of a managing RP. Work has begun with the LGBT Foundation to develop an LGBT Affirmative quality kite-mark (Pride in Practice) for all extra care schemes in the city.

Of the four new supported accommodation schemes for citizens with learning disabilities, three schemes, totalling 50 apartments, have their first occupants. Feedback from tenants, families and advocates has been extremely positive and the residents are beginning to settle into and make connections with their new communities. The final 20 apartment scheme is due for completion in January 2020. In response to winter pressures, the 10 apartment scheme at Dalbeattie Street in Harpurhey is being used temporarily for hospital discharge for homeless people who have experienced a significant change in health. Support staff at the scheme enable them to stabilise and improve their health following discharge and begin the process of preparing to move to appropriate, accessible accommodation.

The larger property acquisition project, a partnership between the council and RPs, is gathering momentum. Set up to reduce the number of large homeless families waiting for long periods in temporary accommodation, this project enables the families to move to suitable, settled accommodation. In establishing a permanent home, the social, educational and health outcomes for the children in these families greatly improve.

At a citywide level, the review of the city's social housing allocation policy included extensive consultation and engagement. The EIA was completed and identified one potential, relatively disproportionate impact on Asian/Asian British families in respect of the new definition of who can be in a moving group as this broadly excludes adult children. However, if adult children have lived at home continuously they will qualify as part of the moving group and the impact will, therefore, not be as significant as anticipated. The mitigation for this is increased and more effective communication regarding the improved prospects of rehousing for smaller moving groups will be provided and management discretion will be applied where appropriate.

The increased target for new affordable housing in the city has focussed resources on driving delivery. The accompanying strategy and scheme EIAs will be started during 2020/21 and will continue as appropriate through the delivery of the programme. The team will also be supporting Adult Services to develop a new supported housing strategy to improve housing choice for citizens with specific needs or vulnerabilities.

Manchester City Council Report for Information

Report to: Communities and Equalities Scrutiny Committee – 6 February 2020

Subject: Manchester Playing Pitch Strategy

Report of: Strategic Director (Neighbourhoods)

Summary

This report provides an update on Manchester Playing Pitch Strategy and Site Action Plan. Together the documents are used as evidence to inform decisions on planning applications for playing field land. The headline position is to protect, develop and enhance playing field sites citywide. The current position for all pitch sports is either demand is being met or there is a shortfall. In the future there will be an exacerbation of current shortfalls amongst most playing pitch types. The site-specific action plan to accompany the strategy identifies the sport specific priorities and key recommendations for action to address current and future demand. The action plan provides a framework for improvement and, although resources may not currently be in place to implement it, potential partners and possible sources of external funding will be sought to progress capital priorities. The Site Action Plan will shortly be published on the Council website as a public facing document and will remain a live document managed by the Council and partners to update and monitor throughout the lifespan of the Strategy (2017 – 2021).

Recommendations

The Committee is recommended to:

To note the Playing Pitch Strategy and Site Action Plan update position. Following any comments, the action plan will be adjusted and adopted this financial year.

Wards Affected: All

<p>Environmental Impact Assessment - the impact of the issues addressed in this report on achieving the zero-carbon target for the city</p>
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<p>Delivery of priority projects identified in the Playing Pitch Strategy and Site Action Plan will contribute to achieving the zero-carbon target for the City. All projects will be subject to individual business case and agreed funding strategy.</p>
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Manchester Strategy outcomes	Summary of how this report aligns to the OMS
A thriving and sustainable city: supporting a diverse and distinctive economy that creates jobs and opportunities	Sport and Leisure sector is a key economic driver within the city not only as an employer, but also in attracting inward capital investment to create sustainable world class sporting facilities and neighbourhood services that support to deliver a diverse sport and cultural offer for our residents.
A highly skilled city: world class and home-grown talent sustaining the city's economic success	The Strategy identifies the need to investment in education and training and also contributes meaningfully to employment within the Manchester economy, creating new operating models to manage and deliver our playing field assets.
A progressive and equitable city: making a positive contribution by unlocking the potential of our communities	Manchester Playing Pitch strategy identifies the need to invest into our clubs and local services at the core of neighbourhoods and creates significant opportunities for all communities within the city to engage and participate at all levels of the sporting pathway. All of which contribute towards Our Manchester Strategy.
A liveable and low carbon city: a destination of choice to live, visit, work	Manchester Playing Pitch Strategy identifies the need to improve our playing field sites, notably investment in ancillary facilities to operate community sport services, contributing to creating a destination of choice. The Strategy provides an evidence base to inform Sport and Leisure Capital Programme which sets out the plans for the refurbished and replacement leisure facilities over the next five years.
A connected city: world class infrastructure and connectivity to drive growth	The Sport and Leisure sector has over the last twenty years invested significantly in new assets that have helped drive the city's growth agenda. The Strategy identifies a need for further investment to improve and deliver new high quality assets across the city that will continue to support our growth ambitions over the next decade.

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Background documents (available for public inspection):

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

- Manchester Playing Pitch Strategy, 2017 – 2021
- Manchester Playing Pitch Strategy - Site Action Plan, 2017 - 2021

1.0 Introduction

- 1.1 This report is intended to update the Committee on the key findings identified in Manchester Playing Pitch Strategy (PPS). The site-specific action plan that accompanies the strategy will be updated annually to reflect the current playing pitch and sport priorities. The action plan will remain a live document managed by the Council and partners for the lifespan of the Strategy (2017 – 2021).
- 1.2 The Strategy has been developed from research and analysis and consultation has taken place with facility providers and users to provide:
 - A vision for the future improvement and prioritisation of outdoor sports facilities.
 - A series of strategic recommendations which provide a strategic framework for the improvement, maintenance, development and, as appropriate, rationalisation of provision.
 - A series of sport by sport recommendations which provide a strategic framework for sport-led improvements to provision.
 - A prioritised area-by-area site action plan to address key issues.
- 1.3 The Strategy and Action Plan identifies the strategic priorities to be brought forward over a five-year period. Priorities are identified as high (12 – 18 months) medium (2-3 years), and low (3-5 years) to inform short, medium, and long-term actions to address the key issues and recommendations identified in the Strategy.

2.0 Background

- 2.1 Manchester PPS was adopted by the Council executive in December 2017. The site-specific action plan accompanies the Strategy and sets out the sport specific priorities on site by site basis. Together the Strategy and Action Plan are used as evidence to inform decisions on planning applications for playing field land. The documents are also referred to by Sport England and NGB's in their role as statutory consultees.
- 2.2 The Strategy and Action Plan has been led by the Council and partners. A steering group was established in 2015 to develop the strategy and remains operational to manage, monitor and implement strategy recommendations and actions.
- 2.3 The following sports are included in the Strategy and were assessed using Sport England's Playing Pitch Strategy and Outdoor Sports Guidance. The strategy covers both playing pitches and three priority outdoor sports:

Pitch sports:

- Football pitches
- Cricket pitches
- Rugby league pitches
- Rugby union pitches

- Artificial grass pitches (AGPs) - sand/water based and 3G surfaces
- Other pitch sports - Softball/Baseball, Gaelic Football, American Football, Lacrosse

Outdoor sports:

- Outdoor bowling greens
- Outdoor tennis courts
- Athletics tracks

2.4 All Playing Field and Outdoor Sports Facilities were assessed in 2016. At the same time consultation was held with National Governing Bodies of Sport, Clubs, Leagues, Facility leads, Education establishments, and users to understand their current and future facility requirements. Supply and demand information was gathered and used to assess the adequacy of playing pitch provision in Manchester. It focused on how much use each site could potentially accommodate (on an area by area basis – North, Central and South) and demand modelling on a sport by sport basis.

2.5 The Strategy provides a clear picture of the balance between the local supply of, and demand for, playing pitches and other outdoor sports facilities. The data gathered has informed the sport specific priorities and area site action plan.

3.0 Context

3.1 The primary purpose of the Playing Pitch Strategy is to provide a strategic framework to inform strategic priorities over a five-year period. This approach will ensure that the provision of outdoor playing pitches meet the local needs of existing and future residents across Manchester. The Strategy assesses the supply and demand on facilities to service informal play, club training and competitive sport. The Strategy frames the priorities for future investment (subject to sources of funding primarily from external sources being made available) and the continued development of the playing pitch and associated facility infrastructure across Manchester.

3.2 The framework for strategic priorities is set out below:

- **Corporate and strategic:** Ensure strategic approach to playing pitch provision, set priorities for pitch sports, evidence for capital funding.
- **Planning:** Support the Manchester Local Plan and policies on green infrastructure, outdoor sports and leisure facilities.
- **Operational:** Improve asset management, efficiency of resources and identify priority sites to enhance provision.
- **Sports development:** Secure community use of sites, identify current restrictions and opportunities for participation growth.

3.3 The vision for Manchester is to provide a network of high-quality outdoor sports facilities that are conducive to increasing and sustaining participation in

sport and consequently contributing to making sport a habit for life. The vision is underpinned by the following strategic aims:

- **Protect** the existing supply of playing pitches where it is needed for meeting current and future needs.
- **Enhance** playing fields, pitches and ancillary facilities through improving quality and management of sites.
- **Provide** new playing pitches where there is current or future demand to do so.

4.0 Governance

- 4.1 A Project Steering Group was established to lead the development, delivery and implementation of Manchester PPS and Action Plan. It is made up of representatives from the Council, Sport England, Greater Sport, pitch sport National Governing Bodies of Sport (NGBs), namely the Football Association (FA), Manchester County Football Association (MFA), England and Wales Cricket Board (ECB), Lancashire County Cricket Board (LCCB), the Rugby Football League (RFL), the Rugby Football Union (RFU) and England Hockey (EH), English Lacrosse, and the Lawn Tennis Association (LTA), Softball Baseball UK (SBUK) plus the University of Manchester and Manchester Metropolitan University.
- 4.2 The steering group will remain operational for the lifespan of the strategy. The focus of work is as follows:
- Ensure implementation of the PPS's recommendations and action plan
 - Monitor and evaluate the outcomes of the PPS.
 - Ensure that the PPS is kept up to date and refreshed.
- 4.3 The sports organisations and education establishments have a vested interest in ensuring existing playing fields, pitches and ancillary facilities can be protected and enhanced. Many of the objectives and actions will be delivered and implemented by sports organisations and education establishments in addition to the Council.

5.0 Study Area

- 5.1 The City has been split into three distinct areas for the purpose of this study (North, Central and South). The site by site action plans are also aligned to the three analysis areas.
- 5.2 The analysis area fits in-line with the Manchester strategy and ward-based plans to support the council's ambition to provide Manchester residents with access to high quality sport facilities at a neighbourhood level.
- 5.3 Whilst the analysis areas should be used for the basis of reporting, the strategy also addresses the sport specific geography of Manchester. Many sports and leagues cross these boundaries and pitch facilities in one area may

also be suitable for clubs in another area. This cross-boundary movement has therefore been taken into consideration when producing the strategy.

6.0 Site Action Plan Update

- 6.1 The site by site action plan followed the strategy adopted by Council executive in December 2017. The first draft action plan was distributed to members for input in early 2018 and presented at November 2018, Communities and Equalities Scrutiny Committee. The Committee agreed to hold further consultation with members and use the consultation feedback to inform local ward plans and citywide action plan before adoption by the Deputy Chief Executive and Chief Operating Officer – Neighbourhoods, in consultation with the Executive member for Skills, Culture and Leisure.
- 6.2 In early 2019, the site by site action plan was updated to reflect the Ward Boundaries adopted in May 2018 and distributed to members for further engagement and input. The action plan continues to be split into the existing analysis areas (South, Central and North) which translates into 29 individual Ward Plans, with no playing field provision in Moss Side, Piccadilly or Deansgate Wards.
- 6.3 The citywide action plan includes 278 site by site plans with sport-specific priorities. In late 2019, individual ward plans were sent out to all members and to the project steering group for end of year review. Methods of communication included written and face to face consultation. 47% of Ward members opted for individual ward meetings to present findings and collectively review priorities. 56% of Ward members provided feedback and local plans have been updated to reflect the current area and sport specific priorities.
- 6.4 In January 2020, site by site action plans were updated and distributed to members, partners and stakeholders. Following any final comments and revisions, Council officers will seek adoption of the citywide action plan by end of the financial year (2019/20).
- 6.5 Together the Strategy and Action plan will be used as the evidence base to inform capital spend priorities on playing field land. The action plan provides a framework for improvement and, although resources may not currently be in place to implement it, potential partners and possible sources of external funding will be sought to progress capital priorities. Facility projects will be added to the Leisure Capital Programme once a business case and funding strategy is brought forward.
- 6.6 The Council led steering group will lead the implementation of the PPS's recommendations and action plan. The site by site action plan will remain a live document that is refreshed and updated on an annual basis. On going Members engagement will be sought to help monitor and evaluate the outcomes of the strategy and action plan and to ensure the local plans are kept up to date.

7.0 Supply and Demand update

7.1 The table below sets out the current and future demand sport by sport to inform where there is either current and / or future shortfalls in facility supply.

Table 1 - Headline findings

Sport	Analysis Area	Current picture	Future picture (2021) ¹
Football (grass pitches)	Manchester ²	<p><i>Actual spare capacity:</i> 32 adult match equivalent sessions per week available at peak time. 3.5 youth 11v11 match equivalent sessions per week available at peak time. Five youth 9v9 match equivalent sessions per week available at peak time. Four mini 7v7 match equivalent sessions per week at peak time. <i>Mini 5v5 capacity is balanced</i></p>	<p><i>Actual spare capacity:</i> 1.25 adult match equivalent sessions per week available at peak time. Shortfalls: 3.25 adult match equivalent sessions per week. 19 youth 11v11 match equivalent sessions per week. 6.5 youth 9v9 match equivalent sessions per week. Nine mini 7v7 match equivalent sessions per week. 26 mini 5v5 match equivalent sessions per week.</p>
Football (3G pitches) ³	Manchester	Affiliated team training demand can be met quantitatively, however clubs are identifying difficulties to access facilities during peak times, which is exacerbated in the South of the City.	<p>Affiliated team training demand can be met quantitatively. Need for increased certification to increase availability of 3G capacity for match play to accommodate future grass pitch shortfalls.</p>

¹ Future demand based on ONS calculations and club consultation which also includes latent and displaced demand identified.

² Citywide level applies population (team generation rate) based future demand across Manchester which is not applied to individual Analysis Areas.

³ Based on accommodating 42 teams to one full size pitch for training.

Rugby union	Manchester	Shortfall of 9.75 senior match equivalent sessions per week.	Shortfall of 20.25 senior match equivalent sessions per week.
Rugby league	Manchester	Demand can be met - on the basis that the majority facility preference continues to be 3G pitches.	Demand can be met with maintained or increased level of access to 3G pitch capacity to be 3G pitches.
Sport	Analysis Area	Current picture	Future picture (2021)⁴
Cricket	Manchester	Total capacity of 87 matches per season available for club matches.	Total capacity of 75 matches per season available
		Shortfall of non turf cricket wickets for informal play.	Shortfall of non turf cricket wickets for informal play.
Hockey (Sand/water AGPs)	Manchester	Increased access to capacity required for training.	Increased access to capacity required at peak and non-peak times – timing requirements to be reviewed based on rate of growth across varied participation formats.
Bowling	Manchester	Demand is met.	Demand can be met.
Tennis	Manchester	Need for more or increased access to outdoor floodlit courts to reduce LTA population per floodlit court ratios.	Need for more or increased access to outdoor floodlit courts to reduce LTA population per floodlit court ratios.
Lacrosse	Manchester	Demand is met.	Demand can be met.
Softball	Manchester	Demand is met – on the basis the level of access to existing provision is maintained or increased.	Increased capacity required to further facilitate growth – either through increased access to existing

⁴ Future demand based on ONS calculations and club consultation which also includes latent and displaced demand identified.

			facilities on additional days or through creation of new provision.
Baseball	Manchester	Demand is met - qualitative improvements to ancillary provision required.	Desire to generate increased demand and create new club – increased capacity required to do so.
Athletics	Manchester	Demand is met – qualitative improvements required.	Demand can be met – on the basis that qualitative improvements are undertaken,

- 7.2 The findings demonstrate that existing position for all pitch sports is either demand is being met or there is a shortfall. The future position shows exacerbation of current shortfalls. In addition, some sports and some areas where demand is currently being met will experience shortfalls by 2021. As such, there is a need to protect all existing playing pitch provision until demand is met. Some shortfalls can be reduced through increased access to existing provision, for example increased certification of 3G pitches for competitive football match play would create new capacity to reduce future grass pitch shortfalls currently unavailable due to compliancy.
- 7.3 There is a need to improve grass pitch quality (25% rated as poor) and a need to improve/enhance changing provision attached to grass pitch sites to service clubs and leagues across Manchester. Majority of sites have recommendations to maximise use of existing pitches through improve pitch quality and maintenance. There is also a need to secure long-term community use at school sites to sustain and grow affiliated sport and informal play.
- 7.4 Manchester has an oversupply of Artificial 3G Pitches, with regards to full sized single pitch 3G facilities for affiliated football team training. However, there is demand for greater use by rugby union teams, particularly for training. In South Manchester analysis area, recent demand analysis has identified a need for new 3G provision to accommodate club training and match requirements. This is likely to be addressed through Hough End Master Plan, with a business case proposing 2 new 3G Football Turf Pitches as part of a new strategic football hub on site.
- 7.5 In terms of Sand Based Artificial Grass Pitches (AGP's), the current supply is sufficient to meet current demand, however there is little capacity for midweek training or future growth. This is likely to be addressed through Manchester's School Capital Programme, with recommendations for all new schools to build sand dressed AGP's to support school curriculum and community use.
- 7.6 Manchester has an insufficient supply of artificial cricket wickets. This was not assessed in 2016, however The English and Welsh Cricket Board has since developed a new strategy which has identified a need to address informal cricket play. A new non turf cricket wicket investment strategy is now in place

and a plan has been agreed to include up to 17 new non turf crickets to be installed at 14 sites. Works proposed for completion in summer 2020.

- 7.7 There is insufficient supply of available outdoor floodlit tennis courts at present and this will be exasperated by 2021. Majority of sites include recommendation to refurbish and develop 3 court tennis hubs to grow informal play and club programmes. The Lawn Tennis Association are in process of developing a new investment model for outdoor courts.
- 7.8 All other playing pitch sports currently have sufficient facility supply to meet demand.

8.0 Short-Term Action Plan

- 8.1 The table below sets out the recommended short-term actions to be delivered over the next 12 – 18 months.

Site ID	Site/organisation name	Analysis Area	Action	Indicative cost ⁵
Various		Various	Seek FA/FIFA certification of full-sized pitches to increase capacity available for match play at peak time – may include need to improve quality to pass testing.	Low
	New school builds/extensions (various)	Various	Determine mix of new sporting provision and secure access through Community Use Agreement for community use.	High
113	Hough End Playing Fields	South	Progress Strategic Football Hub	High
141	Manchester Regional Arena	North	Resurface both indoor and outdoor tracks as planned and seek to host new major sport events.	High
8	Alexandra Park	Central	Seek to increase capacity through installation of a second non turf cricket pitch is feasible. Consider options to also create net training provision.	Low-Medium
12	Armitage Centre	Central	Replace the Firs Pavilion with new better quality, flexible function ancillary/changing provision – seek to secure internal funding.	Medium

⁵ Low - less than £50k; Medium - £50k-£250k; High £250k and above

148	Merseybank Playing Fields	South	Seek to develop a sustainable model for asset transfer with Fletcher Moss Rangers FC. Key need to improve changing provision though options to develop the site as a multi-sport hub should also be considered and the potential need to provide changing facilities for more than one sport.	High
158	North Manchester RUFC	North	As a matter of high priority, renegotiate the current lease agreement due to expire in 2020. The site is leased by the Council to the Co-Operative, then in turn sub-leased to North Manchester RUFC.	Low
40	Broughton Park RUFC	South	Seek to improve pitch quality of the training pitch and develop new World Rugby compliant 3G provision, as part of Hough End Master Plan.	High
77	Didsbury Sports Ground	South	Renegotiate the lease with the Council to include pitches at Fletcher Moss Gardens and Brooms Edge. Need to unblock culverts in ground to improve drainage of playing field land before the Club expand their land demise.	Low
MMU			Determine potential strategic plans for increase in student demand and provision of required sports facilities – including potential creation of new or development of existing facilities.	High

- 8.2 The short-term action plan includes the need to inform new school facility plans to ensure the right facilities are in the right place to deliver school and community priorities. A key action will be the development of community use agreements and sport development plans for adoption by school and planning authority to provide security of tenure for local clubs and community groups at each site.
- 8.3 All short-term facility priorities are identified in Leisure's Capital Programme or currently being brought forward as a pipeline project.

9.0 Investment Opportunities

Section 106 Funding (S106)

- 9.1 All proposed developments for alternative use of playing field land would need to refer to the PPS to help determine what impact the development will have on the current supply and demand of playing field facilities in the area. The PPS outlines the need to protect, enhance or provide playing field facilities to address current and future demand. If alternative plans are to be brought forward a mitigation plan will need to be agreed and signed off by Sport England and relevant NGB's as statutory consultees for replacement of loss of recreational green space and / or playing field land. In this case, a sum will be agreed to re-provide and /or improve sport facilities in the locality area.
- 9.2 The PPS also highlights the need to 'ensure adequate provision for increased demand generated by housing developments is secured through appropriately calculated developer contributions'. Sport England have developed a planning portal to inform developer contributions. The planning portal will provide increase demand generated from the proposed development and if there is a requirement to contribute to sport facilities to address new demand. Sport England use this tool, along with the evidence base from Playing Pitch Strategy and Indoor Leisure Strategies to help determine what impact the new development will have on the demand and capacity of existing sites in the area, and whether there is a need for improvements to increase capacity, or if new provision is required. If there is a case for improvements or new provision, a S106 agreement and sum towards the required provision will be agreed before planning approval is granted.

National Governing Body of Sport Facility Investment

- 9.3 National investment is prioritised for groups that can demonstrate a considerable impact to grow sport participation, with a key focus of engagement targeting under-represented groups. The following table of playing pitch Governing Bodies have a facility grant investment programme in place.

National Governing Body of Sport	Capital Investment Programme
Lawn Tennis Association	Grants and interest free loan up to £150,000
Rugby Football Union	Grants and interest free loan up to £100,000
Rugby Football League	World Cup Legacy Capital Fund (2018 – 2021) – Small and Large Grants available under and over £15,000, no set threshold.
Softball Baseball UK	Baseball Tomorrow Fund – no set threshold.
The England and Welsh Cricket Board	Club interest free loan scheme

	Local Authority Non -Turf Cricket Wicket Investment Programme – up to £200,000.
The Football Association	Capital and Pitch Improvement Revenue Grants– no set threshold.
Gaelic Athletics Association	Game Development Fund – no set threshold.

Sport England Community Asset Fund

- 9.4 Community Asset Transfer provides clubs and community groups with the opportunity to take ownership of facilities. The Council supports community management and ownership of assets to local clubs, community groups and trusts and works directly with organisations to develop community operating models. This presents opportunities for clubs to secure long-term tenure which can unlock grant funding opportunities towards capital and revenue programmes. National Governing Bodies of Sport provide toolkits to clubs and community groups that are considering an asset transfer opportunity. Sport England have a Community Asset Fund in place for clubs and groups ranging from £50,000 to £150,000 when organisation's can demonstrate a considerable impact or are targeting under-represented groups.

Park Improvement Fund

- 9.5 Manchester Parks Strategy was launched in 2017. It recognises the City's 143 parks and open spaces and the huge contribution they make to encouraging healthier lifestyles as community focal points, or even destinations in their own right. A component part of this strategy is a £12.5m park investment strategy which will be informed by individual park plans. This work is in development and will inform investment priorities for sport activity in parks for the next 5 years. There are opportunities to match fund through external bodies including, National Lottery Heritage Fund, Sport England up to a total of £20.5M for investment into City Wide Parks and destination parks. The focus of investment is to progress viable business cases which would close the gap on income and expenditure. A park grant fund will also be made available for stakeholders / community partners of parks to bid into, with appropriate governance, assessment criteria and management protocols.

Partner Contributions

- 9.6 There are opportunities to collaborate across the three major public funders of sport and physical activity (Health, Sport England and Manchester City Council) to co-invest and co-design services to achieve the best outcomes for residents.
- 9.7 Our new leisure governance arrangements will provide further opportunities to create new cross sector partnerships and co-location opportunities working with multi agencies to develop and sustain our world class facilities infrastructure over the next 10 years. Leisure Capital programme and pipeline programme sets out the level of partnership funding over the next 3-year

period, which includes capital investment from GLL (indoor leisure operator) to expand and improve our leisure offer at Belle Vue Leisure Centre, North City and Range Sports Complex.

Sale of Assets

- 9.8 The sale of club owned assets either part or in full can enable clubs to capitalise the land receipt to build more modern efficient facilities to deliver club development plans and develop a sustainable operating model. Clubs facilities are often not fit for purpose and are not designed to maximise income opportunities. In this case, clubs may consider land for housing to create an investment strategy to improve facilities from the existing location and / or provide a capital receipt to build facilities at a new location. Whalley Range Cricket Club is an example of this, whereby they sold part of their land to modernise the club house and improve playing field land.

Private Investment

- 9.9 There are opportunities to work with private organisations to invest into sport and leisure assets across Manchester. This involves working with potential investors to identify sport and leisure space and to assist them in understanding the implications of an investment in the sector. Private investment will be explored where there are opportunities to deliver a balanced offer of commercial and community programmes to deliver the priorities identified in the indoor and outdoor facility strategy.

10.0 Case Study – Wright Robinson College

- 10.1 In September 2007, the college moved out of the old building and into the new £23m+ building on the adjoining fields. The school was built under the PFI scheme and is the most expensive school or college ever built in Europe. At a total of £53m, the school and grounds are home to some of the finest sporting and educational facilities in the world with some of the sporting facilities including; a 25-metre swimming pool, multiple sports halls, fitness suite, dance studio, weights room and numerous tennis and football pitches available for community use.
- 10.2 In 2014, Wright Robinson College secured Football Foundation investment to convert an existing grass football pitch into a new 4g football turf pitch, creating Manchester's first strategic football hub site. Wright Robinson College now operates three football turf pitches and two grass senior football pitches in East Manchester area, servicing school, local, county and regional football programmes. The model is a blueprint for the City to develop future strategic football hubs, with an existing hub operating and delivering football outcomes and a strong community programme on site.
- 10.3 In 2016, Section 106 funding was identified to create a new FA Step 6 football facility at Wright Robinson College creating a home for East Manchester FC, following displacement from Mount Road to Wright Robinson. East

Manchester FC now has long-term tenure at the site supporting local pathways into national league football.

- 10.4 The facilities have significantly grown football participation and access to high quality coaching and competition. The site hosts Manchester's largest junior football league as a central venue hub site for mini soccer and 9v9 football. The site also hosts adult open age football from grassroots to FA national league system (step 7).

Facilities:

- 2 x 3g full size synthetic turf floodlit pitches.
- 1 x 4g full size synthetic turf floodlit pitch.
- 2 x full size grass pitches.
- 14 x changing rooms, 2 official changing rooms, 1 first aid room.
- 3 x seminar rooms.

Usage:

- Over 30 adult male teams train/play matches per week.
- Mini Soccer – 60 teams playing matches per week.
- 9v9 – 40 teams playing matches per week.
- Central venue league for junior football – 100 teams playing matches per week.
- Various Coach Education courses such as level 1 & level 2 courses.

11.0 Summary

- 11.1 Manchester Playing Pitch Strategy Site by Site Action Plan will remain a live document and updated annually to reflect current area and sport specific priorities. The current position for all pitch sports is either demand is being met or there is a shortfall. The future position shows exacerbation of current shortfalls in most playing pitch types excluding rugby league which can be met from existing sites. Majority of sites have recommendations to maximise use through improve pitch quality and maintenance. There is also a need to secure long-term community use at school sites to sustain and grow affiliated sport and informal play. The Site by Site Action Plan identifies there is a need to either protect, provide or enhance existing facilities to address projected deficiencies over the lifespan of the strategy (2017 – 2021). The Citywide Action Plan has been translated into 29 individual Ward Plans to reflect local priorities and sport development plans. The Citywide Action Plan will seek to be adopted by the end of the financial year (2019/20) and then published on the Council website as a public facing document. The Council led steering group will monitor and lead implementation the Strategy and Action Plan which will remain live working documents. Site specific plans will be added to the Leisure Capital Programme once the business case and investment strategy is brought forward.

**Manchester City Council
Report for Information**

Report to: Communities and Equalities Scrutiny Committee – 6 February 2020

Subject: Overview Report

Report of: Governance and Scrutiny Support Unit

Summary

This report provides the following information:

- Recommendations Monitor
- Key Decisions
- Items for Information
- Work Programme

Recommendation

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

Contact Officer:

Name: Rachel McKeon
Position: Scrutiny Support Officer
Telephone: 0161 234 4997
Email: rachel.mckeon@manchester.gov.uk

Background documents (available for public inspection):

None

1. Monitoring Previous Recommendations

This section of the report lists recommendations made by the Committee and responses to them indicating whether the recommendation will be implemented and, if it will be, how this will be done.

Date	Item	Recommendation	Action	Contact Officer
7 September 2016	CESC/16/19 Equality Action Plans 2016/17: Update	To request that the Head of Legal Services provide the action plan for providing support to residents to access revenues and benefits to members of the Committee.	A response to this recommendation has been requested and will be reported back to the Committee via the Overview report.	Jacqui Dennis, Deputy City Solicitor
7 December 2017	CESC/17/48 Volunteering – Timebanks	To ask Equality Lead Members to consider what role they could play in enabling timebanking to reach different communities, including consideration of specific timebanks around protected characteristics.	A response to this recommendation has been requested and will be reported back to the Committee via the Overview Report.	Keiran Barnes, Equality Team Leader
11 October 2018	CESC/18/39 Widening Access and Participation, Leisure, Libraries, Galleries and Culture – Update	To request that data on which wards the users of individual leisure facilities lived in be circulated to Members.	A response to this recommendation has been requested and will be circulated to Members.	Lee Preston, Sport and Leisure Lead
6 December 2018	CESC/18/54 Update on Revenue Financial Strategy and Business Plan Process 2019/20	To ask the Chief Operating Officer (Neighbourhoods) to confirm the implications of the change of management for staff employed at the Powerleague in Whalley Range.	A response to this recommendation has been requested and will be reported back to the Committee via the Overview Report.	Fiona Worrall, Chief Operating Officer (Neighbourhoods)
6 December 2018	CESC/18/56 Overview Report	To recommend that the Chair meet with Councillor Fletcher-Hackwood to discuss how to take forward the suggestion that the Committee	A response to this recommendation will be reported back to the Committee via the Overview report.	Rachel McKeon, Scrutiny Support Officer

		contribute to the review on making misogyny a hate crime.		
7 March 2019	CESC/19/17 Manchester Community Events	To request that a list of groups which were successful and unsuccessful in obtaining funding through the Community Events Funding Programme 2019-20 be circulated to Members, including details of whether the groups have been funded in previous years.	A response to this recommendation has been requested and will be circulated to Members when it is available.	Neil Fairlamb, Strategic Lead (Parks, Leisure and Events)
9 January 2020	CESC/20/02 Updated Financial Strategy and Budget Reports 2020/21	To request that the recent report that the Neighbourhoods and Environment Scrutiny Committee received on fly-tipping be circulated to Committee Members, for information.	This was circulated to Members by email on 28 January 2020.	Rachel McKeon, Scrutiny Support Officer

2. Key Decisions

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

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

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

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

An extract of the most recent Register of Key Decisions, published on **27 January 2020** containing details of the decisions under the Committee's remit is included below. This is to keep members informed of what decisions are being taken and, where appropriate, include in the work programme of the Committee.

Register of Key Decisions:

Subject / Decision	Decision Maker	Decision Due Date	Consultation	Background documents	Officer Contact
National Taekwondo Centre 2018/10/19A Enter into a 39 year lease with Sport Taekwondo UK Ltd for areas within the building.	Chief Executive	Not before 1st Nov 2018		Briefing Note and Heads of Terms	Richard Cohen r.cohen@manchester.gov.uk
Leisure Services - External Ref: 2016/02/01C The approval of capital expenditure on external Leisure Services land and buildings.	City Treasurer (Deputy Chief Executive)	Not before 1st Mar 2019		Business Case	Lee Preston l.preston2@manchester.gov.uk
Manchester Active Annual Contract Renewal 2020 2019/04/02B To consider the renewal of the contract for the delivery of the Manchester Sport and Leisure Strategy.	City Treasurer (Deputy Chief Executive)	Not before 1st Jan 2020		Contract report and performance report for the 2019/20 annual contract.	Rebecca Livesey r.livesey@mcractive.com
House of Sport (2019/07/26A) Remodelling of the Regional Athletics	City Treasurer (Deputy Chief Executive)	Not before 3rd Oct		Report to Executive (Eastlands	Richard Cohen r.cohen@manchester.gov.uk

Arena/National Squash Centre to incorporate and accommodate the relocation of sports and related institutions to be known as the House of Sport.		2019		Regeneration Framework – 13.12.17, 25.07.18 (update), 25.07.19) Eastlands Update Executive Report – 11.09.19 & Full Council 02.10.19	
Development of new build Gorton Hub (2019/07/26C) Development of a multi-partner hub building in Gorton District Centre to deliver health and care services alongside space for One Manchester and a reprovisioned library	Executive	16 Oct 2019		Executive Report and Checkpoint 4 Business Case	Richard Munns r.munns@manchester.gov.uk
Abraham Moss Library and Leisure Centre New Build (2020/01/10A) To approve capital expenditure to deliver a new build library and leisure centre at Abraham Moss.	City Treasurer (Deputy Chief Executive)	Not before 10th Feb 2020		Checkpoint 4 Business Case	Neil Fairlamb N.Fairlamb@manchester.gov.uk
City Centre Public Space Protection Order (PSPO) 2019/03/01O	Strategic Director (Neighbourhoods)	Not before 31st Jul 2019		Report with consultation document appended.	Sam Stabler s.stabler@manchester.gov.uk

To decide if a PSPO will be introduced in Manchester city centre.					
Wynnstay Grove Public Space Protection Order (2019/01/08A) To grant a Public Space Protection Order to address anti-social behaviour outside the Marie Stopes Abortion Clinic on Wynnstay Grove.	Strategic Director (Neighbourhoods)	Not before 1st Apr 2020		Consultation responses and covering report	Sam Stabler s.stabler@manchester.gov.uk
Extra Care - Russell Road LGBT Project 2019/03/01H The approval of capital expenditure on the City's Extra Care Programme to develop new build extra care units which will be in the ownership of MCC.	City Treasurer (Deputy Chief Executive)	Not before 1st Mar 2019		Checkpoint 4 Business Case	Steve Sheen s.sheen@manchester.gov.uk

**Communities and Equalities Scrutiny Committee
Work Programme – February 2020**

Thursday 6 February 2020, 2.00 pm (Report deadline Tuesday 28 January 2020)				
Item	Purpose	Executive Member	Strategic Director/ Lead Officer	Comments
Final Report of the Review of Advice Services in Manchester Task and Finish Group	To receive the final report and recommendations of the Review of Advice Services in Manchester Task and Finish Group.	Councillor Craig	Rachel McKeon	
Refreshed Budget 2020/21 proposals	The Committee will consider the refreshed budget proposals for 2020/21, following consideration of original proposals at its January 2020 meeting.	Councillor Ollerhead	Carol Culley	
Equality Impact Assessments	To consider a selection of Equality Impact Assessments from the previous year's budget process, to include the Affordable Housing Policy.	Councillor Akbar	Fiona Ledden/James Binks/Keiran Barnes	See February 2019 minutes
Playing Pitch Strategy	To receive an update on the Playing Pitch Strategy.	Councillor Rahman	Fiona Worrall/Neil Fairlamb/Louise Harding	
Delivering the Our Manchester Strategy	This report provides 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 Skills, Culture and Leisure.	Councillor Rahman		
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.	-	Rachel McKeon	

Thursday 5 March 2020, 2.00 pm (Report deadline Tuesday 25 February 2020)				
Item	Purpose	Executive Member	Strategic Director/ Lead Officer	Comments
Public Space Protection Orders around abortion-providing clinics	To receive an update in relation to Public Space Protection Orders around abortion-providing clinics.	Councillor N Murphy	Fiona Ledden/ Fiona Worrall/ Sam Stabler	See June 2019 minutes
Peterloo Memorial	To receive an update report on the Peterloo Memorial in relation to accessibility for disabled people.	Councillor Rahman Councillor Akbar	Eddie Smith/Pat Bartoli	Invite Deansgate ward councillors and the Lead Member for the City Centre
Review of Council's Processes (Accessibility for Disabled People)	To receive a report on the review of the Council's processes to ensure that accessibility for disabled people is fully embedded.	Councillor Akbar	Fiona Ledden/ Keiran Barnes	See June and September 2019 minutes
Voluntary, Community and Social Enterprise (VCSE) Infrastructure Service	To request that that, following the contract negotiations, Macc and officers from the Programme Team be invited to a meeting of the Committee to discuss what Macc's outputs will be.	Councillor S Murphy	Fiona Worrall/ Michael Salmon	See October 2019 minutes
Community Events Funding and Applications	To receive an update report.	Councillor Rahman	Fiona Worrall/Neil Fairlamb	
Business Planning and Equality Delivery Plans	To receive an update report.	Councillor Akbar	Fiona Ledden/James Binks/Keiran Barnes	
Equality Objectives	To receive an update report.	Councillor	Fiona	

		Akbar	Ledden/James Binks/Keiran Barnes	
Overview Report		-	Rachel McKeon	

Items to be Scheduled				
Item	Purpose	Executive Member	Strategic Director/ Lead Officer	Comments
Community Safety Overview	To receive regular update reports on the work of the Community Safety Partnership (CSP) across its key priority areas. To request that this include regular updates on work in relation to accommodation for offenders. To also receive information on child criminal exploitation and a report on men and women in the sex trade.	Councillor N Murphy	Fiona Worrall/ Sam Stabler/ Samiya Butt	See November 2018 minutes
Universal Credit	To receive a report on: <ul style="list-style-type: none"> the Welfare Reform Board's work on the impact of Universal Credit in Manchester, focusing on to its impact on people with protected characteristics. how advice services are supporting residents moving to Universal Credit. 	Councillor S Murphy	Angela Harrington	TBC See November 2017 minutes Invite Chair of Economy Scrutiny Committee
Extra Care Housing Options	To receive a report on extra care housing options.	Councillor Richards Councillor Akbar Councillor Craig	Bernadette Enright /Kevin Lowry/ Zoe Robertson	See February 2018 minutes Invite Chairs of Health Scrutiny Committee and Neighbourhoods and Environment Scrutiny Committee and

				Lead Member for Age Friendly Manchester
Recording Misogyny as a Hate Crime	To receive an update on what actions GMP is taking in relation to recording misogyny as a hate crime.	Councillor N Murphy	Fiona Worrall/ Sam Stabler	See November 2018 minutes
Greater Manchester Ageing Strategy	To receive a report on the Greater Manchester Ageing Strategy and how this relates to the work taking place at a Manchester level.	Councillor Akbar Councillor Craig	David Regan/ Paul McGarry/ Philip Bradley/ Dave Thorley /Sophie Black	See November 2018 minutes Invite Lead Member for Age Friendly Manchester
Begging and Rough Sleeping	To request a further report on begging and rough sleeping, noting that this spans the remit of two scrutiny committees whose Members should have the opportunity to scrutinise it. To request that this report include further information in response to Members' comments, in particular further information on the work to gather evidence in relation to organised begging.	Councillor S Murphy Councillor N Murphy	Eddie Smith/Fiona Worrall/Kate Macdonald/Sam Stabler	See February 2019 minutes Invite City Centre Councillors (TBC)
City Centre Survey Findings	To receive a report on the findings of the City Centre Survey.	Councillor Akbar	Kate MacDonald	Invite ward councillors and Chair of Neighbourhoods and Environment Scrutiny Committee
English for Speakers of Other Languages (ESOL)	To receive a report on ESOL, including the work of Manchester Adult Education Service (MAES).	Councillor Rahman	Angela Harrington/Julie Rushton	See September 2019 minutes Invite Chair of Economy Scrutiny Committee

Read Manchester	To receive a report on Read Manchester.	Councillor Rahman	Fiona Worrall/Neil MacInnes	
Youth Violence	To receive a report on work to address youth violence.	Councillor N Murphy	Fiona Worrall/ Sam Stabler/	See Children and Young People Scrutiny Committee (CYPSC) December 2019 minutes Invite Chair of CYPSC

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