

Health and Wellbeing Board

Minutes of the meeting held on 3 July 2019

Present

Councillor Richard Leese, Leader of the Council (MCC) (Chair)
Councillor Sue Murphy, Executive Member for Public Reform (MCC)
Kathy Cowell, Chair, Manchester University Hospitals Foundation Trust (MFT)
Dr Ruth Bromley, Chair, Manchester Health and Care Commissioning
Dr Denis Colligan, GP Member (North) Manchester Health and Care Commissioning
David Regan, Director of Public Health
Rupert Nichols, Chair, Greater Manchester Mental Health NHS Foundation Trust
Vicky Szulist, Chair, Healthwatch
Paul Marshall, Strategic Director of Children's Services
Bernadette Enright, Director of Adult Social Services
Dr Vish Mehra, Central Primary Care Manchester

Also present

Karen Dyson, Voluntary and Community Sector representative
Peter Blythin, Director SHS Programme – Manchester University Foundation Trust
Michael McCourt, Manchester Local Care Organisation
Ian Williamson, Chief Accountable Officer, MHCC
Ed Haygarth, Troubled Families Coordinator
Jane Johnson, Virtual School Head

Apologies

Jim Potter, Chair, Pennine Acute Hospital Trust
Claire Lake, South Manchester Health and Care Commissioning

HWB/19/19 Minutes

Decision

To agree as a correct record, the minutes of the meeting of the Health and Wellbeing Board held on 5 June 2019.

HWB/19/20 Manchester Early Help Approach

The Board received a presentation submitted by the Strategic Director of Children and Education Services that described progress made in refreshing Manchester's Early Help approach. It described the positive impact an offer of Early Help could have and articulated future funding arrangements.

The Strategic Director of Children and Education Services referred to the main points and themes within the presentation which included: -

- A description of the Early Help Approach and the Our 10 Principles and Behaviours;
- A description of how this approach aligned with the Health and Wellbeing Board priorities and other strategic priorities;
- Who contributed to the Early Help Approach;
- Evaluation of the approach accompanied with a cost benefit analysis;
- Information on future funding and considerations; and
- The ask of the Health and Wellbeing Board.

Members also received an example from the Early Help Hub Manager (South) of early help and the positive outcomes achieved through the presentation of a case study and how the different agencies involved supported the person concerned and their wider family members.

The Chair invited comments from Board members.

In welcoming the presentation and Early Help Approach, a member commented and referred to the Primary Care offer and how this could be consolidated with the Early Help. The point was made that GPs already provide support for mental health, encouraging people back into work and have knowledge of families. Further information would be useful to help enhance information available to GPs. Reference to other work streams including criminal exploitation work and the connection with school absence, homelessness and family poverty with the point made that the work needed to be brought together.

The Chair referred to the work of Early Help moving into integrated neighbourhood teams and the need to simplify the co-ordination of services to make the process easier.

Officers reported that the relationship between Early Years and Early Help would be followed through a risk strategy model approach that would examine the background of the individual as they presented themselves. This approach would pick up what information had been recorded from past involvement to provide a way forward to work and support the individual and their family. With reference to criminal exploitation it was reported that a targeted approach would help to identify issues earlier in the school system through safeguarding links rather than at the presenting stage. Officers referred to Primary Care and reported that work is ongoing with GPs to help with early help assessments to identify and encourage Early Help. Other examples were given on Family Poverty strategy for poverty proofing families.

Decision

1. To note the report submitted.
2. To thank officers for the presentation given.
3. To note the comments and suggestions made.

HWB/19/21 Manchester – Promoting Inclusion and Preventing Exclusion Strategy

The Board received a report from the Strategic Director of Children and Education Services. The report was introduced by the Virtual School Head, who provided an overview on the progress with the development and planned implementation of a multi-agency Promoting Inclusion and Preventing Exclusion Strategy for Manchester. Noting that the objective of the strategy was to promote inclusion for all Manchester children and young people at every age and stage. It was reported that permanent exclusions had reduced from 153 to 83 demonstrating that the work undertaken had made a difference. The strategy would be launched formally in September 2019.

The Chair invited questions from the Board.

In welcoming the report, it was reported that there is a heavy link between rates of exclusions and levels of crime and reductions of exclusions clearly shows an impact on levels in crime. The Public Health Approach to Violent Crime Group had considered the evidence on exclusion and it was noted that early intervention was key.

Councillor Murphy referred to Adverse Childhood Experiences and the evidence gathered from work undertaken in Harpurhey. In recognising the value of the work, it was reported that funding had been agreed from partners to help develop a pilot scheme as part of the next phase of the scheme.

Members referred to the importance of data sharing protocols to help circulate information between partners to support a more holistic approach and prevent data barriers. In addition, officers were asked to ensure that young carers are included in the strategy.

The Chair welcomed the strategies (Early Help and Promoting Inclusion and Preventing Exclusion), and the approach being taken to properly identify and address the needs of young people. It was noted that the process will be difficult and will take time to become engrained but would ultimately make a significant difference to the lives of young people.

Decisions

1. To note and welcome the report submitted and the comments received.
2. To note that the national Timpson Review of Exclusions Report, the recommendations contained therein are welcomed and are reflected in Manchester's Promoting Inclusion and Preventing Exclusion Strategy.
3. To note the comments made on the final draft of Manchester's Promoting Inclusion and Preventing Exclusion Strategy.
4. To acknowledge that the provisional school exclusions data for 2018-19 shows a reduction in the use of permanent exclusion compared to the 2017-18.

5. To request a progress and impact report on the strategy in 6 to 12 months.

HWB/19/22 Manchester Locality Plan Update - MLCO Phase 2 and Strengthening Governance and Accountability

The Board received a report from the Chief Executive, Manchester Local Care Organisation and Chief Accountable Officer, Manchester Health and Care Commissioning that provided the Board with an update on the development of the Manchester Local Care Organisation (MLCO) and Phase 2.

The Chief Executive, Manchester Local Care Organisation and Chief Accountable Officer, Manchester Health and Care Commissioning referred to the main points and themes within the presentation which included: -

- Providing a description and context of the work of the MLCO in 2018/19, referencing the annual report; 'Our first year' that had been circulated to the Board;
- Noting that in the latter part of 2018 it had been agreed by commissioners that the commissioning and procurement of MLCO would be achieved through the production of a comprehensive joint business case and describing the progress to date to deliver this;
- Information on the Governance arrangements that would support MLCO to deliver phase 2; and
- Information on the MLCO business plan that would set out the MLCO response to the five overarching priority objectives to deliver against the 10 outcomes set by MHCC.

The Chair invited questions from the Board.

A member asked what impact primary care networks will have on the work of the MLCO and how this will be different from the integrated neighbourhood teams.

It was reported that Manchester is in a good position with the fourteen Primary Care Networks being well aligned to the integrated neighbourhood teams.

The Chair noted that in bringing services together it would not be possible to have co-terminosity and partners would need to work around to connect any mismatches within services. The Chair commented that the NHS had for a long time been stifled by hard purchaser /provider splits, however it appeared that co-operation and collaboration was now moving forward.

Decision

To note the report submitted, including the work delivered by MLCO in 2018/19 and the work that is underway to deliver MLCO Phase 2.

HWB/19/23 Adult Social Care Improvement Programme

The Board received a report from the Executive Director Adult Social Services that provided an overview of the Adult Social Care Improvement Programme, including progress to date and upcoming priorities.

The Executive Director Adult Social Services referred to the main points of the report which were: -

- Providing a background and context for the design of the Adult Social Care Improvement Programme, noting that the plan set out the complex, ambitious set of reforms that were needed to integrate services for residents;
- Detailed information on the various workstreams developed in response to the outcomes of diagnostic work;
- Information on the governance and monitoring arrangements;
- Resourcing and budget arrangements; and
- Progress to date and upcoming priorities.

The Chair welcomed the report and commented that the on the journey to service outcomes and financial sustainability the current position is behind that originally targeted in what had been a demanding programme of change. The point was made that in view of the creation of the LCO and the investment made in adult care, there was an importance to see the changes implemented taking effect on the ground between community and hospital settings within the next twelve months.

Decision

To note the report submitted and comments received.

Health and Wellbeing Board

Minutes of the meeting held on Wednesday, 28 August 2019

Present:

Councillor Bev Craig, Executive Member for Adult Health and Wellbeing (Chair)
Councillor Garry Bridges, Executive Member for Children and Schools
Councillor Sue Murphy (Deputy Leader)
Dr Ruth Bromley, Chair MHCC
Dr Murugesan Raja, GP Member (North) MHCC
Dr Claire Lake, GP Member (South) MHCC
Kathy Cowell, Chair Manchester University NHS Foundation Trust
Rupert Nichols, Chair GM Mental Health NHS Foundation Trust
Mike Wild, Voluntary and Community Sector representative
Vicky Szulist, Chair Healthwatch
Bernadette Enright, Executive Director Adult Social Services (MCC)

Also present:

Barry Gillespie, Consultant in Public Health
Sarah Doran, Consultant in Public Health
Dr Manisha Kumar, Medical Director MHCC
Dr Sohail Munshi, Chief Medical Officer, MLCO
Julie Taylor, Director of Strategy, MHCC

Apologies:

Councillor Richard Leese, Leader
Paul Marshall, Strategic Director of Children's Services
David Regan, Director of Public Health
Jim Potter, Chair Pennine Acute Hospital Trust

HWB/19/24 Appointment of a Chair

In the absence of Councillor Leese, a nomination was sought for the chair of the meeting.

Decision

That Councillor Craig is appointed as chair of the meeting.

HWB/19/25 Minutes

The minutes of the meeting held of 3 July 2019 were submitted for approval.

Councillor Craig and Councillor Bridges advised that their apologies for the meeting had not been recorded and asked that the minutes be amended to reflect this.

Dr Ruth Bromley advised that Dr Claire Lake represented MHCC Board and not South Manchester Board as recorded in the minutes and asked that this too be amended

Decision

The minutes of the meeting were approved as a correct record subject to the above amendments.

HWB/19/26 Transformation Accountability Board – Priority Themes

The Board considered a report from the Executive Director of Strategy, MHCC. The report was introduced by the Director of Strategy (MHCC), Julie Taylor, who provided an overview of the review undertaken by the Transformation Accountability Board (TAB) on the progress in the delivery of the Manchester Locality Plan (MLP).

It was reported that the TAB had concluded that more senior leadership focus was required on a number of key priorities and to address this, the format of TAB meetings had been refreshed to enable a clear focus on key priorities, actions and risks associated with the seven priority themes of the MLP. It was explained that each Priority Theme would now be sponsored by a Chief Executive/Accountable Officer and led by an Executive Director Lead. In addition, work had also been undertaken to identify a set of high level performance indicators that would provide a more quantitative view of the impact of the transformation programme

The Chair invited comments and questions from Board Members.

Board Members were in support of this new approach and the only query raised was to seek reassurance that in determining the seven priority themes, the TAB had not overlooked or omitted anything.

The Director of Strategy (MHCC) reassured the Board that there had been nothing overlooked or omitted from the seven priority themes identified and there had been a great deal of consensus on what these themes should be. What the review had helped with was identifying other programmes that would benefit from a higher level of focus and leadership, with reference around the population health agenda and prevention and health inequalities.

The Chair advised the Board that subject to the Board supporting the new arrangements, it would change some of the reporting to future meetings, resulting in thematic reporting around the system rather than just organisations presenting reports on their progress.

Decisions

The Board

- (1) notes the report;
- (2) supports the new approach to be taken in the delivery of the Manchester Locality Plan (MLP)

HWB/19/27 Primary Care Networks – Implications for Manchester

The Board considered a report from the Medical Director, Manchester Health and Care Commissioning and Chief Medical Officer, Manchester Local Care Organisation and a presentation which was introduced by the Medical Director (MHCC), Dr Manisha Kumar and the Chief Medical Officer (MLCO), Dr Sohail Munshi, who informed the Board of the introduction of Primary Care Networks (PCNs), and outlined progress on their establishment in Manchester, as well as wider implications for the City.

In particular, the report focused on how PCNs would fit into the development of integrated place-based care in neighbourhoods, and the Manchester Local Care Organisation (MLCO). It was reported that Manchester's focus in terms of the integration of health and social care at a local place-based level had been through the neighbourhood arrangements. In the context of Bringing Services Together, MLCO was working with a range of partners in neighbourhoods to enhance the approach to integrating health and social care and addressing the wider determinants of health. In this context, it was recognised that PCNs and neighbourhoods were not identical, but had very similar aims and in most cases, similar geographies.

It was noted that PCN's had been established with challenging timescales. The national guidance had only come out in January 2019, but they had been assisted locally by the fact that Manchester had a number of the building blocks in place to ensure the relatively smooth and effective implementation. Whilst there was general agreement in Manchester that the 12 Neighbourhoods should act where possible as the basis of Manchester's PCNs, it should be noted that the guidance reinforced the view that PCNs should develop 'bottom up' from the Practices themselves. It was also explained that broadly, neighbourhoods were focusing on the integration of health and social care, whilst PCNs were focusing on Primary Care service delivery, and how they deliver their requirements under the PCN Directed Enhanced Service (DES). It was explained that there were and would be growing links between PCNs and neighbourhoods, and the ambition was to align where possible. It was also recognised that not all PCNs would move forward at the same pace, and some may wish to approach delivery of their PCN DES requirements in different ways.

The Chair invited questions from Board Members.

A Board Member queried how would MHCC overcome the challenge of the different contractual obligations of the PCN and the priorities of the neighbourhood marrying together whilst achieving the asks of the neighbourhood.

Dr Kumar advised that as the guidance and proposed framework was national and not tailored towards Manchester, there was some scope within the system whereby if Manchester was fulfilling the vision of Networks integrated into communities and place based care, the delivery of this would be, to some degree, down to Manchester. It was also reported that with strong supporting leadership to the 14 Networks, it was hoped that there would be appropriate system support available. Dr Munshi advised that it was envisaged that by ensuring that the Clinical Director and Neighbourhood Lead worked together with Population Health colleagues, this would ensure plans were co-produced.

A Board Member acknowledged the hard work that had been undertaken and its pace of progress in establishing 14 PCN's across the city, which covered 88 practices. The Board Member also emphasised the power of having Primary Care in the position it was in in terms of longevity with patients and the ability to offer care in relation to the impact of social inequality and having a trauma informed approach. The Board Member asked if there were any bespoke examples of how a PCN was working at a neighbourhood level.

Dr Munshi provided an example of how his own neighbourhood Network had responded to developing an greater understanding of population health and JSNA data and the resulting work that had been developed.

The Executive Director of Adult Services welcomed the development of additional roles other than just GP's that patients would have access to but added that it would be important to fully consult with patients on these proposals to ensure that they were supportive of the direction of travel

A Board Member asked whether the national guidance for establishing PCN's was the way MHCC would have wanted to deliver these and commented on the need to acknowledge the need to ensure the flow through of investment to the voluntary sector as both the social prescribing model and commissioning of services from the voluntary and community sector grew, pushing demand onto the sector as a way of reducing need.

Dr Kumar advised that in terms of Manchester the guidance built on what was already being done but put it within a contractual framework. She reported that years 2 to 5 were not yet set in any detail so there was an opportunity to influence the contract through joint working between Clinical and Primary Care leadership. Dr Kumar advised that there had been heavy investment into pharmacy and social prescribing over the last five years. In order to support the offer, MHCC had tried to build on what already existed and give sustainability for funding over and above in year return on investment. The Chair added that there had been many discussions around the understanding of what social prescribing actually meant and that this was something that still needed development and how it linked into the Our Manchester voluntary and community sector grant funding.

A Board Member enquired about access to counselling services. Dr Munshi advised that all PCN's had identified the need to access suitable mental health services.

A Board Member asked how MHCC intended to capture and measure additional success above the contract requirements. Dr Kumar advised that this would depend on the capacity of the PCN's to embrace the momentum of change. There was also the opportunity to do many things differently in conjunction with the LCO as there had to be out of hospital based care, this included the delivery of standards in a collaborative neighbourhood based approach, primary care access and urgent primary care non-core access and nursing home care.

Decision

The Board thanks the work of Dr Kumar, Dr Munshi and other GP's to date in establishing the 14 Primary Care Networks.

HWB/19/28 Draft Manchester Pharmacy Needs Assessment 2020-2023

The Board received a report from the Director of Population Health/Public Health and Consultant in Public Health. The report was introduced by the Consultant in Public Health, Barry Gillespie, who provided an overview of the work undertaken by the Pharmaceutical Needs Assessment (PNA) Steering Group on the development of the next PNA for 2020/23 on behalf of the Board.

It was reported that regulations stated that the Board must undertake a minimum 60 day consultation on the content of the PNA. It was therefore proposed that the consultation period for the Manchester PNA ran from Monday 2 September until Friday 1 November 2019.

The Chair invited comments and questions from Board Members.

Councillor S Murphy proposed that in terms of the consultation, it needed to invite people to make responses to the proposals rather than assume that there would not be any responses that changed the content of the document as currently drafted. The Consultant in Public Health acknowledged this point and agreed to take this on board before issuing the document for consultation.

A Board Member asked that as part of the consultation, consideration be given to the challenge of delivering prescriptions to patients who were often house bound late in the day. The Consultant in Public Health acknowledged this point and agreed to take this on board as part of the consultation.

Decisions

The Board:-

- (1) Agrees to the consultation starting on 2 September 2019; and
- (2) Agrees to receive the final version of the PNA at its meeting in January 2020.

HWB/19/29 Draft Manchester Public Health Annual Report 2019

The Board received a report from the Director of Public Health/Population Health and Consultant in Public Health. The report was introduced by the Consultant in Public Health, Sarah Doran, who provided an overview of Manchester's Public Health Annual Report 2019. It was explained that the report could either be a broad overview of a wide range of public health programmes and activities or have a focus on a particular theme. The 2019 report had a focus on the first 1,000 days of a child's life, from conception through to the age of 2 years old.

It was explained that evidence had identified how the first 1000 days were critical to child development and that if a child's development fell behind the norm during the

first years of life, it was more likely to fall even further behind in subsequent years than to catch up with those who had had a better start. The report went on to outline five recommendations that were intended to improve the health outcomes in the first 1000 days and throughout a child's life.

Board Members were advised that progress was already being made against some of the recommendations.

The Chair invited comments and questions from Board Members

Councillor Bridges commented that the report was well written and presented in a good style. He suggested that there was a need to be conscious of the challenges within the system and that these could be more made clearer within the report. He also commented on the challenges of integration across multiple systems and governance structures.

Decisions

The Board

- (1) Notes the final draft of the report; and
- (2) Supports the recommendations listed in the final section of the report.

HWB/19/30 Prevention Green Paper Consultation

The Board received a report from the Director of Public Health/Population Health and Consultant in Public Health. The report was introduced by ???, who provided a brief overview of the Prevention Green Paper, issued for consultation on 23 July 2019.

The Association of Directors of Public Health (ADPH) had given a cautious welcome to the publication of the Green Paper. The ADPH had acknowledged that there was a small window of opportunity to influence the prevention policy of the current Government and were encouraging every Local Authority area to provide a detailed response to the consultation

Board Members were encouraged to discuss the Green Paper in their respective meetings, forums and networks and send any responses to the Director of Public Health/Director of Population Health (DPH) who would then collate all of the responses and the Manchester submission to the Government would be signed off by the Chair of the Health and Wellbeing Board in advance of 14 October consultation.

The Chair recommended that a response should be sent from the Director of Public Health on behalf of the Board and also from individual organisations represented on the Health and Wellbeing Board

Decision

The Board agrees that a response should be sent from the Director of Public Health on behalf of the Board and also from individual organisations represented on the Health and Wellbeing Board.

Licensing and Appeals Committee

Minutes of the meeting held on 3 June 2019

Present: Councillors Ludford – In the Chair

Councillors: Grimshaw, Evans, Flanagan, Hughes, Jeavons, T Judge, Lynch, McHale, Reid and Lyons

Apologies: Councillors Madeleine Monaghan and Stone

LAP/19/03 Minutes

Decision

To approve the Minutes of the meeting held on 4 March 2019 as a correct record.

LAP/19/04 Hackney Carriage Vehicle Policy – Consideration of temporary extension to the age limit

The Committee considered the report of the Head of Planning, Building Control and Licensing that described that the Hackney Trade representatives have put forward a proposal for a temporary extension to the current age limit contained within the existing Hackney Vehicle Age Policy. The report set out the rationale behind the proposal and provides the Committee with relevant information, considerations, risks and options to support a balanced and informed decision.

A representative from the Hackney Trade addressed the Committee and commented that it would be appropriate to extend the vehicle age limit pending completion of the clean air plan so that the GM Minimum Standards were finalised before drivers changed their vehicles.

Decision

The Committee recommend that;

1. The HCV age limit is extended to a maximum of 13 years from the date of first registration stating:

No Hackney Carriage Vehicle licence will be issued or renewed (including replacement vehicles) for a vehicle more than 13 years since the date of first registration in this or any other country.

2. The extension is limited to a maximum of 12 months and is subject to further review/amendment following GM Minimum Standards proposals.

LAP/19/05 Allocation of Hackney Carriage Proprietor Licences

The Committee considered the report of the Head of Planning, Building Control and Licensing that provided information regarding 4 hackney carriage proprietor licenses no longer issued, and, in line with the policy should be re-allocated by instigating the 'Random Selection Process'.

The random selection process was outlined and copies of the criterion, proposed letter to the trade and 'expression of interest' applications were attached to the report.

The report further recommended that the random selection process remained in place at this time until the outcome of the 2019/20 Licensing Survey was known. This would include an unmet demand survey that would determine if any further licences were required to be issued.

Decisions

1. That the Committee agree to the instigation of a random selection process for the reallocation of the following plates: HV0040, HV0352, HV0501, HV1014
2. The Committee agree that following the allocation of the 4 hackney carriage proprietor licences, the random selection process is temporarily closed but remains in place until the outcome of the Licensing Survey 2019/20. This is on the basis that this includes an unmet demand survey that would determine whether any further licences need to be issued.

Licensing and Appeals Committee

Minutes of the meeting held on Monday, 15 July 2019

Present: Councillor Ludford (Chair) – in the Chair

Councillors: Grimshaw, Evans, Hughes, Jeavons, T Judge, Lynch, Lyons, McHale, Madeleine Monaghan, Reid and Stone

LAP/19/33. Urgent Business

The Chair agreed to the consideration of an item of urgent business relating to the Allocation of Hackney Carriage Proprietor Licences HV0352 and HV 0501. The report was circulated to the Committee in advance of the meeting.

LAP/19/34. Minutes

Decision

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

LAP/19/35. Exclusion of the Public

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

Decision

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

LAP/19/36. Street Trading Consent Appeal Hearing - Bad Boy Burger - Ridgway Street, Manchester

Councillor Jeavons was in the Chair for the item of business for the reason Councillors Ludford and Grimshaw had sat on the panel that had made the decision to refuse the application for a Street Trader Consent.

Councillor Ludford and Grimshaw left the meeting room during the consideration of the item.

The appellant did not attend the hearing and the after allowing time for officers to contact with the appellant the committee agreed to consider the appeal in the absence of the appellant.

The Committee considered an appeal against a decision to refuse an Application for a Street Trader Consent in respect of Bad Boy Burger, Opposite Trinity Methodist Church, end of Ridgway Street, Manchester.

Decision

To refuse the appeal against the refusal of a Street Trading Consent in respect of Bad Boy Burger.

LAP/19/37. Allocation of Hackney Carriage Proprietor Licences HV0352 and HV0501

Consideration was given to a report of the Director of Planning, Building Control and Licensing regarding two Hackney Carriage vehicle proprietors licences (HV0501 and HV0352) that expired on 19 November 2012 (HV0352) and 26 July 2016 (HV0501).

The previous proprietor attended the meeting and addressed the committee and answered questions from members.

Decision

To not allow the applications by the previous proprietor and for the plates HV0352 and HV0501 to be re-allocated in the Random Selection Process 2019.

Licensing and Appeals Committee

Minutes of the meeting held on 9 September 2019

Present: Councillor Grimshaw – In the Chair

Councillors: Evans, Flanagan, Hughes, Jeavons, T Judge, Lynch, Lyons, Reid and Stone

Apologies: Councillors Ludford, Andrews, McHale and Madeleine Monaghan

LAP/19/06 Minutes

Decision

To approve the Minutes of the meeting held on 15 July 2019, as a correct record.

LAP/19/07 Taxi and Private Hire Licensing Quarterly Compliance Report – Quarter 4 2018/19

The Committee considered the report of the Director of Planning, Building Control and Licensing to inform the Committee of the compliance work undertaken by the Licensing Unit for the period January – March 2019.

Decision

To note the report submitted.

LAP/19/08 Exclusion of Press and Public

Officers considered that the following items contain confidential information as provided for in the Local Government Access to Information Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. The Licensing and Appeals Committee Hearing Panel is recommended to agree the necessary resolutions excluding the public from the meeting during consideration of these items.

Decision

To exclude the public from the remainder of the meeting.

LAP/19/09 Application relating to the renewal of a Hackney Carriage Vehicle Proprietor Licence

The Committee considered an application for the renewal of hackney carriage vehicle proprietor licence HV1067. The proprietor of the licence had submitted the renewal application for the vehicle over 7 weeks after the vehicle licence expired.

The applicant attended the hearing with his represented and was supported by an interpreter and addressed the Committee and answered questions.

The Committee also heard the submission of the licensing officer.

Decision

To allow the renewal of the Hackney Carriage Vehicle Proprietors Licence HV1067.

Licensing Committee

Minutes of the meeting held on Monday, 9 September 2019

Present: Councillor Grimshaw - in the Chair

Councillors: Evans, Flanagan, Hassan, Hughes, Jeavons, T Judge, Lynch, Lyons, Reid and Stone

Apologies: Councillor Ludford

LHP/19/14 Minutes

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

Decision

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

LHP/19/15 Licensing (Premises) Applications between 1 January 2018 and 31 December 2018

The Committee considered the report of the Director of Planning, Building Control and Licensing which provided details of the decisions made in relation to applications managed by the Premises Licensing Team.

Decision

To note the report submitted.

LHP/19/16 Licensing Update Report

The Committee considered the report of the Director of Planning, Building Control and Licensing which provided an overview of topical information relevant to premises licensing functions of the licensing authority.

Decision

To note the report submitted.

Planning and Highways Committee

Minutes of the meeting held on Thursday, 25 July 2019

Present: Councillor Curley (Chair)

Councillors: Shaukat Ali, Clay, Davies, Hitchen, J Lovecy, Lyons, Madeleine Monaghan, Riasat, Watson and Wilson

Apologies: Councillor Nasrin Ali, Y Dar and Kamal

Also present: Councillors: Ahmed Ali and Andrews

PH/19/62. Request to Defer Application

The Director of Planning, Building Control and Licensing reported that a request had been submitted by the applicant for the deferral of applications 121375/FO/2018 and 121447/FO/2018 to allow the applicant to further review the issues raised, in particular, affordable housing on the proposal relating to 20-36 High Street, Manchester.

The Committee agreed to the request.

Decision

To defer consideration of applications 121375/FO/2018 and 121447/FO/2018.

PH/19/63. Supplementary Information on Planning Applications on this agenda.

To receive and note the late representations.

Decision

To receive and note the late representations as circulated.

PH/19/64. Minutes

To approve the minutes of the meeting held on 27 June 2019 as a correct record.

Decision

To approve the minutes of the meeting held on 27 June 2019 as a correct record.

PH/19/65. 123274/FO/2019 - Xaverian College, Lower Park Road, Manchester, M14 5RB

The Committee had undertaken a site visit in the morning prior to the start of the meeting.

The application related to the erection of a 2 storey teaching block and re-arrangement of the associated car park.

In addition to the report submitted officers reported that concern had been expressed during the site visit on the location of the proposed development. The Committee was informed that the location was chosen following a feasibility study which determined that this was the optimum location. It was noted that whilst there would be an impact from Dagenham Road this was judged to be acceptable and would result in less than substantial harm on the Victoria Park Conservation Area. A further environmental statement was provided by the applicant and included the proposed removal of a Category C tree and a Category U tree and their replacement by two standard heavy trees and the retention of the trees on the northern boundary of the site.

No objectors to the application were in attendance.

Councillor Ahmed Ali addressed the Committee as Rusholme Ward Councillor and in welcoming the development of the Xaverian College campus requested that further consideration be given to the location of the proposal. The main concern of the related to the loss of the view from Dagenham Road onto the college campus as part of the Victoria Park Conservation Area.

The applicant addressed the Committee and explained that the proposal is the result of the need to expand the current facilities on the campus to meet the needs of the demographic growth ('post 16 years' provision), maintain financial security of the college in the post 16 sector and maintain a high quality educational provision.

The Committee referred to the negotiation with the applicant and the issue relating to the proposed location of the development to provide a view from Dagenham Road. Members expressed concern regarding the potential harm that would be caused by the development that they considered would be substantial. A member commented that there was a requirement to balance the proposal with the existing site and buildings and the wider conservation area.

Councillor Lovecy proposed Minded to Refuse the application and this was seconded by Councillor Clay.

Decision

Minded to refuse the application due to concerns expressed regarding the impact of the proposed development on the Victoria Park Conservation Area resulting in loss of views from Dagenham Road (as referred to in policy EN3, and saved policies DC18 and DC19 (UDP)).

(The Director of Planning has been requested to submit a report which addresses the concerns raised and whether there are reasons for refusal which could be sustained.)

PH/19/66. 121945/FO/2018 - English Martyrs Tennis Club, Alness Road, Manchester, M16 8HW

The application related to the erection of four two-storey, four bed dwellinghouses with accommodation in the roof, with associated parking, boundary treatment, and landscaping with vehicular access from Alness Road, following demolition of existing tennis club house.

In addition to the report submitted officers reported that the applicant had submitted an environmental statement that referred to the glazing and insulation to be used on the development and the inclusion of a charging point for electric vehicles. Trees on the site would be retained with the planting of two additional heavy trees and a hedge to the front of the site.

No objectors to the application were in attendance.

The applicant addressed the Committee and provided background information relating to the decline of the tennis facilities and the tennis club decision to sell the site due in part to a decline in the number of members at the club. The site is currently derelict and is an eyesore and the proposed development will have a positive impact on the site and surrounding area and will include additional planting to provide more habitat for wildlife. The applicant explained that in view of the loss of the sports provision (tennis) an agreement had been reached to provide a Section 106 contribution that will improve the tennis facilities located in Alexandra Park.

The Committee commented on the application, in particular the design and scale which was in keeping with the surrounding area. Reference was also made to the Section 106 contribution and how this would be used. Officers explained that the contribution would cover the cost of key pads to access tennis courts at Alexandra Park, which is run by the Council and is available to use by the public. The Committee was informed that the Section 106 policy required the council to consider the leisure related facility that would be affected and to determine how the contribution is used. In this case the activity was tennis and the contribution will be used to improve the existing tennis facilities in the area.

Decision

To approve the application subject to the conditions and reasons set out in the report.

(Councillor Watson declared a prejudicial interest in respect of the application and left the meeting during consideration of the application.)

PH/19/67. 123330/FO/2019 - Land Adjacent to 303 Greenbrow Road, Manchester, M23 2UH

The committee considered a request for a site visit to allow members to assess both the proposed development site and the scale of the application in the context of the surrounding local area. The request for a site visit was agreed.

Decision

To defer consideration of the matter to allow a site visit to be carried out by the members of the Committee.

PH/19/68. 123437/FO/2019 - 4 Angel Square, Corporation Street, Manchester, M4 4DU

The application related to the demolition of existing buildings to facilitate construction of an eleven storey building with external terrace to form a mixed use development comprising office use (Use Class B1) and ground floor commercial units (Use Classes A1, A2, A3, A4, B1 and D2); creation of a new public square and associated landscaping, undercroft car and cycle parking, provision of plant and servicing and related access and highways' works and associated works.

The Director of Planning reported that due to a drafting error within the report on the agenda the complete revised recommended planning conditions had been provided in the late representations document circulated within the supplementary agenda.

No objectors to the application were in attendance.

The applicant addressed the committee and provided an outline of the proposal and the work undertaken in phase 1 on the redevelopment of the NOMA estate within the site.

Members asked how many trees would be planted as part of the development and sought assurance that the proposed public realm area would be accessible by the public.

Officers reported that the proposal included the planting of street trees and trees in the public realm area. NOMA intended to plant as many trees as possible across the development area and details on the final number would be provided for members. The public area would be owned by NOMA and would be a space that included shop units and bars and would be open to the public to access retail facilities. Previous developments by the applicant have demonstrated a commitment to public spaces open for public access.

Members referred to the proposal to demolish the Ducie Bridge Public House and officers were asked if the building could be maintained in view of the cultural heritage it represented.

Officers reported that the Ducie Bridge Public House building is not a listed building and is not within a conservation area. It was acknowledged that the building does have character and some historic social value, however the building has been subject to a lot of alteration and does not retain original fixtures or features. A request had previously been made to list the building but this was not supported.

A member referred to the importance of communication with local residents and requested that the proposed conditions ensured that good communication is

maintained throughout the development and that this was maintained as standard for similar future applications as part of the construction management plan.

Officers reported that the conditions would be amended to include detail on communication with residents in the construction management plan, as detailed in conditions 5 and 6 of the report.

Decision

To approve the application subject to the amended conditions outlined above and within the late representations and the reasons in the report.

PH/19/69. 123215/FO/2019 - 52-58 Thomas Street, Manchester, M4 1EG

The application related to the conversion of 56-58 Thomas Street (retention of facades, roof and some internal structural elements) and erection of a new part three, part four and part five storey building comprising to create twenty six room hotel/aparthotel (C1 use class) to the upper storeys with Class A1 (Shop), Class A3 (Restaurant and Café) and Class A4 (Drinking Establishment) uses to the basement and ground floor following demolition of the remaining built fabric at 9 John Street and 52-54 Thomas Street including parts fronting onto Back Turner Street along with retrospective consent for the demolition works within the site carried out in September 2018.

No objectors to the application were in attendance.

The applicant addressed the committee on the proposal.

Members referred the environment around the development and sought assurance that street trees or greenery such as hanging baskets will be included as part of the proposal, Also, were there arrangements in place for bin storage inside the development to prevent bags from being left on the street.

Officers confirmed that a bin storage scheme inside the development is included in the proposal to prevent bags from being left for collection on the street. A street tree condition is included in the proposal, however, it would be unlikely that trees could be planted on the pavement area due to the limited space available.

Decision

To approve the application subject to the conditions and reasons in the report.

Audit Committee

Minutes of the meeting held on 30 July 2019

Present:

Councillor Ahmed Ali - In the Chair

Councillors Clay, Lanchbury, Russell, Stanton and Watson
Dr D Barker (Co-opted member)
Dr S Downs (Co-opted member)

Also Present:

Councillor Ollerhead – Executive Member Finance and Human Resources
Karen Murray, Mazars (external auditor)
Stephen Nixon, Mazars (external auditor)

AC/19/33 Minutes

Decision

To approve the minutes of the meeting held on 11 June 2019 as a correct record.

AC/19/35 Annual Statement of Accounts

Members considered the report of the Deputy Chief Executive and City Treasurer which sought Members approval of the revised accounts containing the amendments detailed in the report and to seek approval and acknowledgement of the letter of representation. These accounts were updated from those reported to the June Committee and took account of any changes that have arisen since that time including the findings of external audit.

The Committee received a paper containing revised changes to the Group Accounts. The changes would be subject to consideration by the external auditors before the opinion on the annual account was released.

The Deputy Chief Executive and City Treasurer made a statement to the Committee regarding the annual accounts. The Committee was informed that nationally there have been some changes to how local authority external audits have been completed, this has included:

- The accelerated timescale for completing the audited accounts deadline set for 31 July.
- The Financial Reporting Council requirement for external audit firms to focus on areas where there are judgements and estimates, e.g. asset valuations and the additional assurance being sought in this area.
- The 'McCloud judgement', which led to all local authorities having to get their accounting position for the pension fund (IAS19) recalculated at additional cost to

take into account a potential additional liability relating to an age discrimination issue on the transitional arrangements in the judges and fire service pension scheme. The LGPS is outside of this ruling but may be impacted in the future so an estimate of the additional liability was required. This has resulted in additional work. With reference to the Council's accounts, this was not material and the accounts have not been adjusted.

Reference was made to a reduced capacity within external audit firms following the recent tender exercise and associated reduced fee. This reduction has impacted on a lot of local authorities and has been reported nationally.

Locally this had translated into:

- Changes to IAS19 (reporting on employee benefits) - these are not material and no adjustment has to be made.
- The Council's external auditors have had to significantly increase the sample size for valuations. This was notified later on in the audit and the work to review these has not been fully completed prior to the latest revised accounts being issued. In view of this, however, it is not believed there are any material issues outstanding, but this is subject to confirmation by the external auditors.
- With regard to the Group Accounts - there is also an issue with the land valuations carried out in respect of the airport assets. This does not impact on the council's or the airports bottom line position, although some adjustments were required and included a restatement of prior year figures. A further adjustment was made, after the revised accounts were issued and confirmation is required.

The Committee were informed that there has been a great deal of pressure on the Finance Team to complete the outstanding work in time for the Council to meet the deadline and thanks were given to the Council Finance Team and the External Auditors for their hard work and dedication.

The Chair invited questions from the Committee.

Members requested further explanation on:

- Pension liability (£21.1 million) to the Council.
- Accounting for valuations of Airport and Convention Centre land

Officers reported that the £21.1 million pension liability is a non-material and notional figure used for accounting purposes and is an estimate of potential future liability based on employer contribution to the pension funding scheme. The figure has not impact on the actual position of the pension fund or council accounts.

With reference to Airport and Convention Centre land it was reported that the figures presented in the Airport accounts for land and buildings is subject to an external valuation process to provide a notional 'far value' and bring the airport accounting process in line with the Council's as required by the Local Authority Accounting Code. This process had resulted in a change to the figure presented. The Council owns the freehold on the airport and convention centre land and accounts for this.

The other items owned by the Airport and the Convention Centre are included within the Group Accounts.

Members thanked the Finance Team and the External Auditors for their hard work in the completion of the Council's annual accounts in view of the challenging deadline for their approval and publication.

The External Auditors informed the Committee that it was anticipated that there would be no further material issues to be considered and an opinion would be released, however it was necessary to complete the checks relating to the Group Account amendments. In addition, there were three issues outstanding relating to land and buildings valuations which were nearing completion.

Decisions

1. To note the amendments made to the annual accounts since they were reported to the Audit Committee in June.
2. Approve the revised annual accounts including the accounting policies contained within them.
3. Agree to not amend the pensions figures included in the accounts following the receipt of a revised IAS19 report as detailed in paragraph 17. This is below the materiality level.
4. Approve and acknowledge the letter of representation in Appendix 1, which will be signed by the Deputy Chief Executive and City Treasurer and the Chair of the Meeting.
5. To note the submission of the Group Account Amendments as at 30 July 2019 and that the amendments are subject to checking by the Council's external auditor.
6. To note that in the event of any material changes being identified from the external auditors outstanding work, it may be necessary to arrange a meeting of the committee to agree changes to the annual accounts.
7. To thank officers of the Finance Team and the External Auditors for their work in the preparation and audit of the Council's Annual Accounts.

AC/19/34 Audit Findings

Members considered the report of External Auditor that set out the findings of the audit of Manchester City Council for the year ending 31 March 2019.

The external auditors thanked officers for their support during the production of the annual accounts. The committee was informed that the submission of Group Account Amendments would be checked before the release of an opinion on the annual

accounts. It was reported that an unqualified conclusion would be released in respect of the Value for Money Conclusion.

The Chair invited questions from the Committee.

Members referred to Internal Control Recommendations within the report in particular:

1. the recommendation requiring Members and senior officers making an annual declaration of their interests; and
2. tighter control of the high number of privileged access rights to critical systems and data.
3. The setting of the Council's level of materiality set.

The external auditor explained that the recommendation regarding the declaration of interests is considered good practice for those parties within the council involved with decision making and the bodies they are involved with that may be in receipt of council funding. In making the recommendation for a tighter control of privileged access to critical information it had been noted that the Council is a large organisation and reducing the 112 active users would be difficult. The committee was informed that the level of materiality had been set by the external auditor between at a level of 1%-2% and the council's level has been set at 1.75%.

A member asked that in view of the new process that has been introduced, what actions would be taken to amend the current accounting process and timescales for next year to avoid the issues that have been encountered this year.

The City Treasurer reported that a lessons learned process will take place to identify the issues and learning required to anticipate and plan for possible changes such as the recent McLeod ruling.

The external auditor reported that there would be a process of evaluation in order to plan for the next year, although not everything is foreseeable. Also, it was acknowledged that as the council's new external auditor there was learning process involved in understanding the council.

Decisions

1. To note the report.
2. To refer the internal recommendation regarding the declaration of interests by elected members and senior officers for consideration to the Standards Committee in respect of members and Personnel Committee in respect of senior officers.

AC/19/36 Internal Audit Assurance 2019/20

Members considered the report of the Deputy Chief Executive and City Treasurer and Head of Internal Audit and Risk Management which provided the Committee that

provided a summary of the audit work undertaken and opinions issued in the period April to June 2019.

The Chair invited questions from the Committee.

A member expressed concern in respect of the limited assurance given to the Deprivation of Liberty Safeguards (DoLS) and the continued delay in the completion of DoLS assessments. Officers were asked for a report to update the Committee on the action being taken to address and improve the current arrangements. Reference was also made to the audit of Our Manchester Voluntary and Community Sector Grants and the partnership working arrangement with the Voluntary Sector and the Council. The point was made that the monitoring information from grant recipients is being provided to the Council however, it was not clear how this was being acted upon if an issue was identified. Officers were asked if the recommendations that had been made were sufficient to address this concern. Officers were also asked for an explanation why, in view of the arrangements in place, had the audit of the prevention and detection of procurement fraud received a moderate assurance.

The committee was informed that DoLS is a challenging area of service and the national average duration for the completion of an assessment is 138 days. At a local level the average assessment completion time is 130 days and the concerns raised on this situation had resulted in an audit. Members were informed that the audit work is a key element of the improvement plan for the service. The Committee would also have the opportunity to question the Executive Member for Adult Health and Wellbeing and the Director of Adult Services at the meeting of the Committee in October 2019. In respect of the concerns raised regarding Manchester Voluntary and Community Sector Grants, it was reported that the audit report on the service had identified the lack of feedback to the voluntary sector. The report recommendations were made to address this matter and improve consistency of recording contact with the organisations, actions taken and the support provided to recipients. In response to the concern raised regarding the prevention and detection of procurement fraud. It was reported that the moderate assurance related to the areas of improvement required to improve prevention and detection of fraud through reporting and utilising data and intelligence of records of individual procurement activity.

A member referred to the changes made to the report format and questioned the process followed in undertaking this and the reason for the delay in providing executive members with audit reports.

It was reported that the audit report format will provide an executive summary including an opinion to identify key issues, areas for improvement, the timeframe. It would not include the action plan. Members were informed that audit reports were circulated to the members of the senior management team in advance of executive members to provide time to read the reports and be aware of any issues raised.

Decisions

1. To note the report submitted.
2. To note the comments received.

AC/19/37 Outstanding Audit Recommendations

Members considered the report of the Deputy Chief Executive and City Treasurer and Head of Internal Audit and Risk Management that informed the Committee that in accordance with Public Sector Internal Audit Standards the Head of Audit and Risk Management must “establish and maintain a system to monitor the disposition of results communicated to management; and a follow-up process to monitor and ensure that management actions have been effectively implemented or that senior management has accepted the risk of not taking action”. For Manchester City Council this system included reporting to directors and their management teams, Strategic Management Team, Executive Members and Audit Committee.

The report summarised the current implementation position and arrangements for monitoring and reporting internal and external audit recommendations.

Decision

1. To note the current process and position in respect of high priority Internal Audit recommendations.
2. To agree that the scheduled date of the committee on 17 September 2019 be used for training purposes for committee members and any business be rescheduled for submission to the meeting of the Committee on 15 October 2019.
3. To agree to request the Head of Internal Audit and Risk Management to circulate guidance on Contractor and Whistleblowing Arrangements to all members of the Committee for information.

AC/19/38 Work Programme and Audit Committee Recommendations Monitor

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

The Deputy Chief Executive and City Treasurer reported that the Annual Local Government Ombudsman Compliant report would be scheduled on the Annual Work Programme.

Decisions

1. To agree the Work Programme subject to the above.
2. To note the Recommendation Monitor and the amendments proposed.

Personnel Committee

Minutes of the meeting held on Wednesday 24 July 2019

Present: Councillor Ollerhead (Chair) – in the Chair

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

Apologies: Councillors N Murphy and Leese

PE/19/18 Minutes

Decision

To approve the minutes of the meeting held on 26 June 2019 as a correct record.

PE/19/19 Ethical Employment Update and Trades Union Congress (TUC) Dying to Work Charter

The Committee considered a report of the Deputy Chief Executive and City Treasurer which presented an update on a number of areas of ongoing work to strengthen the Council's position in terms of delivering an ethical and supportive workforce environment and as an exemplar for other major employers in the City on both practical and strategic levels.

The report included a specific suggested amendment to the Council's Managing Attendance Policy to strengthen the organisational commitment to supporting employees who are diagnosed with a terminal illness. The proposed revision was aligned with the Council's commitment to the Trades Union Congress (TUC) Dying to Work Charter (to which the Council had become a signatory on 5 October 2018) for the purpose of protecting and guiding staff following a terminal diagnosis in order to provide continued support to terminally ill employees who wish to remain in work, and are deemed medically capable to do so.

No Trade Union comments were submitted for consideration at the meeting. The Committee agreed the recommendations recognising that the changes would provide assurance, dignity and respect to terminally ill employees throughout every stage of their life and be supported to make informed decisions about work based on their individual needs.

Decision

1. To note the update on activity to strengthen the Council's position as an ethical employer of choice.
2. To approve the suggested revisions to the Council's Managing Attendance Policy as set out in the appendix to these minutes:

PE/19/20 Manchester Health & Care Commissioning - Phase II

The Committee considered a report of the Chief Executive which discussed the next phase of the development of Manchester Health and Care Commissioning (MHCC). The changes included the transfer of some functions that are currently undertaken by MHCC to Manchester Local Care Organisation (MLCO) with a resultant change in deployment for 32 Manchester City Council employees.

Senior role changes had also arisen following a series of structural streamlining changes to the MHCC partnership requiring realignment of Executive portfolios which the Personnel Committee was asked to agree. The impact on senior roles were set out in detail in the report.

The Committee agreed the proposals. No Trade Union comments were submitted for the item.

Decisions

1. To note the key changes arising from the Phase 2 review of Manchester Health and Care Commissioning (MHCC) partnership including the change of deployment for 32 Manchester City Council employees from MHCC to Manchester Local Care Organisation.
2. To agree the re-focusing and re-designation of the existing vacant and funded role of Director of Adult Services SS4 to become Deputy Director of Adult Social Services SS4 and agree that the post should be a non-designated Deputy Chief Officer, and delegate authority to the Executive Director of Adult Social Services authority to appoint the Deputy Director in consultation with a mixed panel of officers and members in line with Annex 1 of the Officer Employment Procedure Rules.
3. To note the redesignation of the Strategic Lead Commissioning role (SS2) to Head of Service Strategy SS2 (within MHCC).
4. To note the change of deployment of two roles of Strategic Lead (SS2) from MHCC to MLCO, and that the specific portfolios of these roles will be further reviewed by the Executive Director of Adult Social Services as part of a process of co-design within MLCO.

Approved revisions to Manchester City Council's Managing Attendance Policy

"We want to ensure that every one of our employees feels supported throughout every stage of their life. The Council will treat employees diagnosed with a terminal illness with the utmost dignity and respect and recognise and support them with any physical and psychological challenges arising from their diagnosis.

As part of this commitment the Council is a signatory to the TUC Dying to Work Charter. In line with the Charter the Council is committed to providing employees with the security of work, peace of mind and right to choose the best course of action for themselves and their families which helps them through this challenging period with dignity.

The Council will work with employees so that, where possible, they are able to consider and make informed decisions about their current and future working arrangements. Managers will be provided with tools to support and signpost employees to relevant support mechanisms, including financial support.

The Council recognises that safe and reasonable work can help maintain dignity, offer a valuable distraction and can be therapeutic in itself.

The Council will endeavour to provide continued support to terminally ill employees who wish to remain in work and are deemed medically capable to do so. This will include reasonable adjustments to support the employee's physical and psychological health. Support mechanisms and planning will be delivered with the employee at the centre of the discussion and will be tailored depending on an individual's circumstances and diagnosis. Long term/Short Term absence associated with terminal illness will be addressed via absence processes in section 11 and 12.

Managers should read this policy in conjunction with the supporting guidance, which includes details on how to conduct a sensitive conversation, the potential impacts of a terminal illness, how to support employees who are indirectly affected by a terminal illness and details on reasonable adjustments."

Personnel Committee

Minutes of the meeting held on Wednesday, 11 September 2019

Present: Councillor Ollerhead (Chair) – in the Chair

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

PE/19/21 Minutes

Decision

To confirm the minutes of the meeting held on 24 July 2019 as a correct record.

PE/19/22 Conditions of Employment and Grading of the Director of Population Health & Wellbeing

In July the Committee had examined and approved the key changes arising from the Phase 2 review of Manchester Health and Care Commissioning (MHCC) partnership including the change of deployment for 32 Manchester City Council employees from MHCC to Manchester Local Care Organisation (Minute PE/19/20). A report now submitted by the Chief Executive explained that it had not been possible, at that time, to also look at the changes needed to the Director of Population Health and Wellbeing post, which was now before the committee for consideration.

The report described the history of the post. The post had transferred into the Council from the NHS in April 2013. At that time it had been graded according to NHS terms and conditions, and paid at the NHS “Director of Public Health” grade. Since then the post had fallen behind increases in NHS pay scale changes.

In 2017 the post had been re-designated as Director of Population Health and Wellbeing. As the integration of HNS and Council services had proceeded further responsibilities had been added to the role, including the Manchester Health and Care Commissioning (MHCC) Nursing and Safeguarding services following the departure of the MHCC Nursing and Safeguarding Director.

The report explained that the post had a vital collaborative role that combined the Council’s Public Health responsibilities and the NHS commissioning responsibilities. The post could therefore have been fully assimilated into the Council’s senior grading structure, or continue to operate under NHS terms and conditions and grades. It was proposed and agreed that the future of the role should be within the Council’s senior management, which therefore required it to be evaluated in accordance with the Council’s job evaluation scheme. That evaluation had led to the proposed grade of SS4.

The report then examined the implication of those changes on the existing post holder, and how the post holder should be assimilated into the SS4 grade. Those assimilation proposals were agreed.

At the meeting it was clarified that the report and the recommendations addressed two separate issues: the grade the Council should assign to the post from this time on within the management structure; and how the existing post holder should now be assimilated into that grade structure. The second of these only being pertinent at this meeting as post had not previously been included in the Council's senior management pay grade structures.

It was noted that Manchester Clinical Commissioning Group was going to make an additional annual payment to the post holder.

No Trade Union comments had been submitted for the item. The Committee agreed the proposals.

Decisions

1. To recommend to Council that the post of Director of Population Health & Wellbeing post is remunerated at Grade SS4 (£95,953 - £105,940) and assimilated to local government Chief Officer JNC terms and conditions of employment.
2. To recommend to Council that the post holder be assimilated at the maximum point of SS4 (£105,940) to reflect both the current market rate for Directors of Public Health and to provide for a greater level of parity with other Manchester Health & Care Commissioning Executive Directors.
3. To note that on the Manchester Health and Care Commissioning (MHCC) structure the title of the post holder is Executive Director Population Health, Nursing and Safeguarding MHCC to reflect the wider role within the MHCC partnership.
4. To recommend that the Council notes and approves the intention of Manchester Clinical Commissioning Group (MCCG) to separately and independently make a direct additional payment of £5000 to the individual in respect of specific additional responsibilities that will be undertaken by the post holder on behalf of MCCG within the Manchester Health & Care Commissioning partnership.