MINUTES OF A MEETING OF THE GREATER MANCHESTER STATUTORY FUNCTIONS COMMITTEE HELD ON MONDAY 9 NOVEMBER 2015
AT STOCKPORT TOWN HALL

MEMBERS

Bolton MBC    Councillor Madeline Murray
Bury MBC      Councillor Judith Kelly
Manchester CC  Councillor Alistair Cox (Chair)
Oldham MBC    Councillor Graham Shuttleworth
Rochdale MBC  Councillor Janet Emsley
Salford CC    Councillor Ann-Marie Humphreys (Vice Chair)
Stockport MBC Councillor John Pantall
Tameside MBC Councillor Jackie Lane
Trafford MBC  Councillor Bernard Sharp

OFFICERS IN ATTENDANCE

Bolton Council  Mary Keane
Manchester CC    Zoe Williams
Rochdale MBC     Darren Grice
Salford CC       Shirley Lundstram
Tameside MBC     Roger Greenwood
Trafford Council Debbie Cowley
Wigan MBC        Richard Bealing
County Record Office Kevin Bolton
New Economy      Richard Cook
AGMA Civil Contingencies Unit Kathy Oldham
AGMA Grants Unit Karen Findley
                          Kate Green
                          Hayley Nixon
                          David Birch
GM Integrated Support Team Kerry Bond

14/15 APOLOGIES

Apologies for absence were received on behalf of Councillor Paul Kenny (Wigan); Julie Spencer (Bolton); Tony Trehy (Bury); Sheena Macfarlane (Oldham).
15/15 CHAIRS ANNOUNCEMENTS

1. A Member visit to HOME has been arranged for 20 November at 10:30am. Any one else wishing to attend contact David Birch, AGMA Grants Team.

2. The next presentation event is scheduled for Wednesday 10 February 2016 at 9.00am for 9:30am start time at Manchester Town Hall. Presentations will be received from, Link4Life, Royal Exchange Theatre, GM Sports Partnership and Contact Theatre.

3. From January 2016 Hayley Nixon will begin work with the AGMA Grants Team as Karen Findley is moving to a different post within Manchester City Council. On behalf of the Statutory Functions Committee, the Chair thanked Karen for her work and commitment to the Committee and wished her well for the future.

4. The Chair announced that as of May 2016 he will be standing down as a Councillor for Manchester City Council and would therefore no longer be involved with the Committee. Members and officers thanked Councillor Cox for his work and commitment to the Committee over the years, and wished him well for the future.

16/15 DECLARATIONS OF INTEREST

None were declared, other than Member Representation on the Boards of funded organisations as agreed at minute 11/15 of the committee meeting held on 8 July 2015.

17/15 MINUTES OF THE MEETING HELD ON 8 JULY 2015

Minutes of the meeting held on 8 July 2015 were submitted for consideration.

It was noted that appointment of an AGMA representative is outstanding for Manchester Digital Library (MadLAB).

RESOLVED/-

1. To approve the Minutes of the meeting held on 8 July 2015.

2. That the AGMA Grants Team circulates details of and board member commitments for Manchester Digital Library (MadLAB) to Members.

18/15 GREATER MANCHESTER DISASTER RELIEF FUND

The Committee received a report presented by Kathy Oldham, Head of AGMA Civil Contingencies Resilience Unit updating members on the review of the Disaster Relief Fund and the processes for the allocation of funds in emergencies.

Statutory Functions Committee requested a review of the fund in 2013 including, returning the fund to being used to support people after emergencies rather than in cases of individual hardship. Officers from the AGMA Civil Contingencies and
Resilience Unit have worked alongside Forever Manchester, who govern and manage the fund, to support the review and to ensure the criteria is fit for purpose.

The review of the fund explored:

1. The overall purpose of the fund.
2. The definition and declaration of emergencies for the purpose of accessing funds.
3. The membership of the panel recommending payment or otherwise of funds to applicants.
4. Donations to the fund.
5. Publicity for the fund.

Following the review it is proposed that:

1. The fund be reserved for use in emergencies affecting communities rather than for individual cases of hardship arising for other reasons.
2. The definition of a qualifying be amended and to allow for a judgement to be made in specific emergencies based on expert assessment at the time by either the Chair of Greater Manchester Resilience Forum; the duty Assistant Chief Constable; or the Head of AGMA Civil Contingencies Resilience Unit.
3. The application form to be strengthened to allow for greater clarity about the purpose for which funds are sought.
4. The expert panel be reconstituted with the panel consisting of individuals who have prior knowledge of civil contingencies and the management of emergencies; have had financial responsibilities at a senior level; and who have a connection to Greater Manchester. In addition to 3 – 4 independent panel members, this panel is also recommended to include the Chair of the Statutory Functions Committee, together with the lead AGMA Leader and the lead AGMA Chief Executive for civil contingencies, to sit on the panel.
5. Staff within the AGMA CCRU have the knowledge to recommend that local authorities consider recourse to the fund to support their communities in an emergency.
6. Reporting on spend post allocation be enabled to allow for any unspent monies to be returned to the fund.
7. Local authorities who may establish a charitable fund in an emergency be encouraged to allow for any unspent funds to be transferred to the Disaster Relief Fund for the benefit of people affected by disasters in Greater Manchester.
8. Expenditure within the Fund is determined by the Board of Trustees of Forever Manchester and that the current process for expenditure within the Fund continues, with several areas being refreshed for purposes of assurance and audit as detailed in the report.

The Chair stressed the need for proposals to be finalised as quickly as possible so that Members could be reassured that, in the event of a disaster occurring, prompt and appropriate action would be taken.

RESOLVED/-

1. To note the contents of this report.
2. To agree that the Chair of the Statutory Functions Committee, together with
the lead AGMA Leader for civil contingencies and the lead AGMA Chief Executive for civil contingencies sit on the panel.

3. To refer the proposals for the panel to Forever Manchester’s Board of Trustees on 25 November 2015 to consider and agree.

4. That the Chair and Vice Chair of the Statutory Functions Committee be advised of the outcome of the Forever Manchester’s Board of Trustees on 25 November 2015.

19/15 GM COUNTY RECORDS OFFICE AND GM ARCHIVES AND LOCAL STUDIES PARTNERSHIP

The Committee received a report detailing progress made of Archive+ and the Sound Archive, the GM Archives and Local Studies Partnership Development Plan and the proposal to introduce a charge to schools for staff facilitated visits to Archives+ and Archives+ CPD / teacher training.

The Committee asked if people’s perception has changed and whether there is any data detailing the area of residence of visitors to Archives+. Kevin Bolton reported that the geography base has widened, data collected shows that visits from tourists has increased by 25%, the GM audience is also tracked, this shows that there has been an increase of GM residents from those areas within the Metrolink expansion.

Kevin Bolton took members through the Development Plan. Councillor Emsley asked whether there are any vacancies on the work streams identified for 2015-2017 as detailed in the development plan. Kevin Bolton agreed to circulate the information.

The Committee welcomed the project looking at the digital licensing of historic data. An expression of interest has been published for procurement; deadline for proposal is 20 November, the project that will see the resource available in every library free of charge.

Members asked whether there had been any marketing to make the public aware of what is on offer. Kevin Bolton informed members that the marketing plan is being revised and new material designed, case studies will also take place with national archives to include detail in literature to help influence decision makers for future funding.

The Committee asked for further information about the proposal to introduce a charge to schools for staff facilitated visits and outreach. Kevin Bolton stressed that these are in accordance with what other museums and art galleries in Greater Manchester charge. Unfacilitated school visits will remain free, and a pack produced to assist these. A Member was concerned that this might deter some schools from using the resource. It was suggested that the pupil premium might be used by schools to fund such visits. Members agreed that any new charges should be closely monitored to measure any adverse impact and a report brought back to a future meeting of this Committee.

RESOLVED/-

1. That the progress of the Archive+ and the Sound Archive be noted.
2. To note the Greater Manchester Archives & Local Studies Partnership Development Plan.

3. To endorse the Archives+ school charges.

4. That a report on the performance of Archives+ in its second year will be presented to this Committee in July 2016.

5. That a report monitoring the impact of the charges on the number of schools using the resources be presented to this Committee in July 2016.

20/15 AGMA GRANTS PROGRAMME YEAR 2 FUNDING

Consideration was given to a report that detailed progress of funded organisations during the six months of year 1 of the programme and to consider outputs for Year 2: 2016/17.

The primary role of the Statutory Functions Committee is to monitor the performance and maintain a close critical view of funded organisations. Performance of the 16 organisations funded in the previous 3 year programme, up to 2014/15 was reported to the Committee in July 2015, this data has been updated and is attached at appendix 1 of the report. The 19 organisations funded in the current three year programme are listed in Appendix A, 3 of these organisation, Manchester Digital Library, HOME and PANDA, were not funded in the previous 3 year programme therefore no data is available. It was noted that SFC members sitting on each of the Boards of funded organisations have indicated their support for continued funding.

Annual Meetings with all funded organisations have taken place, where all funded organisations anticipated meeting their user targets for year 1 (2015/16). Officers have also reminded organisations that AGMA funding for year 2 and 3 is provisional with decisions on future funding to follow, appendix B of the report details organisations estimated service delivery output targets for year 2: 2016/17 which has been broken down by district.

In addition to the organisations highlighted in the report, Dance Manchester have also predicted much higher targets for 16/17 when compared to the current year but which are in line with actual outputs for the previous year (14/15). However they have included meetings, emails and phone calls in the proposed user targets which are not acceptable and will need to be removed.

RESOLVED/-

1. To note and approve progress made by the funded organisations so far in the first year (2015/16) of the current AGMA grants programme.

2. To note and approve the projected outcomes for Year 2 (2016/17).

3. Based on the SFC's monitoring of the performance of funded organisations (through Member representation on Boards; presentation sessions; and officers' annual reviews re social and economic benefit), the Committee recommends continued second year funding for all current organisations into 2016/2017 - subject to the availability of AGMA funds.
21/15 DATE OF NEXT MEETINGS

Presentation Event: Wednesday 10 February 2016, 9.00am for 9:30am start time at Manchester Town Hall.

Committee meeting: date tbc, week commencing 18 July 2016, 10.00am, Tameside.

Chair