

AGMA STATUTORY FUNCTIONS COMMITTEE 2020/21

DATE: Monday 19 April 2021

TIME: 10.00 am

IMPORTANT

This meeting will be accessible at 9.30 am, please could Members join early so IT issues can be addressed. The meeting will go live to the public at 10.00 am.

VENUE: Live Teams Virtual Meeting

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **CHAIR'S ANNOUNCEMENT AND URGENT BUSINESS**
3. **DECLARATIONS OF INTEREST** 1 - 4

To receive declarations of interest in any item for discussion at the meeting. A blank form for declaring interests has been circulated with the agenda; please ensure that this is returned to the Governance & Scrutiny Officer at the start of the meeting.
4. **TO APPROVE THE MINUTES OF THE LAST MEETING HELD ON 16 OCTOBER 2020** 5 - 8
5. **DISASTER RELIEF FUND ANNUAL REPORT** 9 - 16
6. **DATES AND TIMES OF FUTURE MEETINGS**

That meetings be organised in accordance with the Committee's Terms of Reference (at least twice a year) and circulated to Members. Suggest September 2021 for the Annual General Meeting of the Committee when District representatives have been appointed.

BOLTON	MANCHESTER	ROCHDALE	STOCKPORT	TRAFFORD
BURY	OLDHAM	SALFORD	TAMESIDE	WIGAN

Please note that this meeting will be livestreamed via www.greatermanchester-ca.gov.uk, please speak to a Governance Officer before the meeting should you not wish to consent to being included in this recording.

For copies of papers and further information on this meeting please refer to the website www.greatermanchester-ca.gov.uk. Alternatively, contact the following
Governance & Scrutiny Officer: Jenny Hollamby
✉ jenny.hollamby@greatermanchester-ca.gov.uk

This agenda was issued on 9 April 2020 on behalf of Julie Connor, Secretary to the
Greater Manchester Combined Authority, Broadhurst House, 56 Oxford Street,
Manchester M1 6EU

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AGMA STATUTORY FUNCTIONS COMMITTEE 2020/21**19 April 2021**

Declaration of Councillors' Interests in Items Appearing on the Agenda

NAME: _____

DATE: _____

Minute Item No. / Agenda Item No.	Nature of Interest	Type of Interest
		Personal / Prejudicial / Disclosable Pecuniary
		Personal / Prejudicial / Disclosable Pecuniary
		Personal / Prejudicial / Disclosable Pecuniary
		Personal / Prejudicial / Disclosable Pecuniary

Please see overleaf for a quick guide to declaring interests at GMCA meetings.

QUICK GUIDE TO DECLARING INTERESTS AT GMCA MEETINGS

This is a summary of the rules around declaring interests at meetings. It does not replace the Member's Code of Conduct, the full description can be found in the GMCA's constitution Part 7A.

Your personal interests must be registered on the GMCA's Annual Register within 28 days of your appointment onto a GMCA committee and any changes to these interests must be notified within 28 days. Personal interests that should be on the register include:

- Bodies to which you have been appointed by the GMCA
- Your membership of bodies exercising functions of a public nature, including charities, societies, political parties or trade unions.

You are also legally bound to disclose the following information called DISCLOSABLE PERSONAL INTERESTS which includes:

- You, and your partner's business interests (eg employment, trade, profession, contracts, or any company with which you are associated)
- You and your partner's wider financial interests (eg trust funds, investments, and assets including land and property).
- Any sponsorship you receive.

FAILURE TO DISCLOSE THIS INFORMATION IS A CRIMINAL OFFENCE

STEP ONE: ESTABLISH WHETHER YOU HAVE AN INTEREST IN THE BUSINESS OF THE AGENDA

If the answer to that question is 'No' – then that is the end of the matter. If the answer is 'Yes' or 'Very Likely' then you must go on to consider if that personal interest can be construed as being a prejudicial interest.

STEP TWO: DETERMINING IF YOUR INTEREST IS PREJUDICIAL?

A personal interest becomes a prejudicial interest:

- where the well being, or financial position of you, your partner, members of your family, or people with whom you have a close association (people who are more than just an acquaintance) are likely to be affected by the business of the meeting more than it would affect most people in the area.
- the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice your judgement of the public interest.

FOR A NON PREJUDICIAL INTEREST

YOU MUST

- Notify the governance officer for the meeting as soon as you realise you

FOR PREJUDICIAL INTERESTS

YOU MUST

- Notify the governance officer for the meeting as soon as you realise you

have an interest

- Inform the meeting that you have a personal interest and the nature of the interest
- Fill in the declarations of interest form

TO NOTE:

- You may remain in the room and speak and vote on the matter
- If your interest relates to a body to which the GMCA has appointed you to you only have to inform the meeting of that interest if you speak on the matter.

have a prejudicial interest (before or during the meeting)

- Inform the meeting that you have a prejudicial interest and the nature of the interest
- Fill in the declarations of interest form
- Leave the meeting while that item of business is discussed
- Make sure the interest is recorded on your annual register of interests form if it relates to you or your partner's business or financial affairs. If it is not on the Register update it within 28 days of the interest becoming apparent.

YOU MUST NOT:

- participate in any discussion of the business at the meeting, or if you become aware of your disclosable pecuniary interest during the meeting participate further in any discussion of the business,
- participate in any vote or further vote taken on the matter at the meeting

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**MINUTES OF THE MEETING OF THE AGMA STATUTORY FUNCTIONS COMMITTEE
ANNUAL GENERAL MEETING HELD ON 16 OCTOBER 2020 AT 2:30PM
VIA A MICROSOFT TEAMS VIRTUAL LIVE MEETING EVENT**

PRESENT:

MEMBERS:

Councillor David Greenhalgh (Chair)	Portfolio Lead for Culture
Councillor Hilary Fairclough	Bolton MBC
Councillor Jane Black	Bury Council
Councillor Bernard Stone	Manchester City Council
Councillor Norman Briggs	Oldham Council
Councillor Janet Emsley	Rochdale MBC
Councillor David Lancaster	Salford City Council
Councillor Kate Butler	Stockport Council
Councillor Leanne Feeley	Tameside Council
Councillor Elizabeth Patel	Trafford Council

OFFICERS IN ATTENDANCE:

Alison Mckenzie-Folan	Lead Chief Executive for Culture
Sam Elliott	Bolton Council
Philip Cooke	Manchester City Council
Sheena McFarlane	Oldham Council
Darren Grice	Rochdale Council
Mandy Kinder	Tameside Council
Georgina Bentley	Wigan Council
Alison Gordon	GMCA
Marie-Clare Daly	GMCA
Jenny Hollamby	GMCA
Kerry Bond	GMCA
Nicola Ward	GMCA

SFC/1/20 APPOINTMENT OF CHAIR AND VICE-CHAIR

That the GMCA Portfolio Lead for Culture be Chair of the AGMA Statutory Functions Committee for 2019/20.

A nomination was made for Councillor Janet Emsley to be appointed Vice-Chair. There being no other nominations made, and upon a motion being proposed and seconded, it was:

RESOLVED/-

1. That the appointment of Councillor David Greenhalgh, GMCA Portfolio Lead for Culture as Chair of the AGMA Statutory Functions Committee for 2020/21 be noted.

BOLTON
BURY

MANCHESTER
OLDHAM

ROCHDALE
SALFORD

STOCKPORT
TAMESIDE

TRAFFORD
WIGAN

2. That Councillor Janet Emsley be appointed as Vice Chair of the AGMA Statutory Functions Committee for 2020/21.

SFC/2/20 APOLOGIES

Apologies for absence were received from Councillors Paul Prescott (Wigan), Keith Cunliffe (Wigan), David Jones (Bury), Michael Smith (Tameside) the following Officers, Emma Varnam (Tameside), Mark Duncan (Manchester). Sue Parkinson (Manchester) and Zoe Williams (Manchester).

SFC/3/20 MEMBERSHIP OF THE AGMA STATUTORY FUNCTIONS COMMITTEE 2020/21

The 2020/21 Membership of the Committee, as detailed in the agenda pack, that was agreed at the Joint GMCA and AGMA Executive Board on 26 June 2020, detailed below, was noted.

	Portfolio Leader	Portfolio Chief Executive
	Councillor David Greenhalgh (Bolton)	Alison McKenzie-Folan (Wigan)
District	Member	Substitute Member
Bolton	Hilary Fairclough (Con)	Stuart Haslam (Con)
Bury	Jane Black (Lab)	David Jones (Lab)
Manchester	Bernard Stone (Lab)	To be confirmed
Oldham	Norman Briggs (Lab)	Mohammed Alyas (Lab)
Rochdale	Janet Emsley (Lab)	Susan Smith (Lab)
Salford	Stephen Coen (Lab)	David Lancaster (Lab)
Stockport	Kate Butler (Lab)	Tom McGee (Lab)
Tameside	Leanne Feeley (Lab)	Mike Smith (Lab)
Trafford	Liz Patel (Lab)	Mike Freeman (Lab)
Wigan	Paul Prescott (Lab)	Bill Clarke (Lab)

RESOLVED/-

That the Membership for the 2020/21 Municipal Year be noted.

SFC/4/20 CHAIR'S ANNOUNCEMENT AND URGENT BUSINESS

There were no Chair's announcements or urgent business.

SFC/5/20 MEMBER'S CODE OF CONDUCT AND ANNUAL DECLARATION FORM

Members were reminded of their obligations under the GMCA Members Code of Conduct and to complete an annual declaration of interest form which would be published on the GMCA website.

RESOLVED/-

That Members complete an annual declaration of interest form and return it to the Governance and Scrutiny Team for publication on the GMCA website.

SFC/6/20 TO NOTE THE COMMITTEE'S TERMS OF REFERENCE

RESOLVED/-

That the Committee noted its Terms of Reference for the 2020/21 Municipal Year.

**SFC/7/20 TO APPROVE THE MINUTES OF THE LAST MEETING HELD ON
18 SEPTEMBER 2019**

RESOLVED/-

That the Committee approved the minutes of the last meeting held on 18 September 2019 as an accurate record.

SFC/8/20 MANCHESTER ARCHIVES & LOCAL STUDIES PARTNERSHIP

A report was presented updating Members on the progress of Archives+ and the Greater Manchester Archives and Local Studies Partnership (GMALSP) since September 2019.

Over 2 million people visited Manchester Central Library in 2019, making it the most public visited library in the country. On 23rd March the library closed due to the Covid-19 Pandemic. All GMALSP archives services also closed in March 2020. Some have reopened, with others having plans to reopen at various points over the next couple of months. Even though services were physically closed, Archives+ and GMALSP continued to operate, offering a virtual enquiry service.

Archives+ within Manchester Central Library reopened to the public on 20th August 2020, in a Covid safe way to ensure safety for staff and visitors, and received 365 visitors on that day alone. Each authority is reopening its own services in a timetable that suits the local needs of their authority. GMCRO have provided advice and guidance to GMALSP members including advice on quarantining and conservation from the Conservation Officer.

In January 2020, a workshop was held with all Greater Manchester Authorities to decide on the priorities for the 2020-23 GMALSP Plan. A summary of the priorities agreed at this workshop, plus the priority for Archives+ and our post-Covid recovery priorities, are detailed in section 4.1 of the report.

The Manchester Jewish Museum currently have space within the library but are relocating back to their refurbished museum in Spring 2021, this will leave space available for other cultural organisations, any suggestions on suitable organisations are welcomed.

Members requested that a visit to the Archives would be appreciated, once Covid restrictions are lifted.

It was noted that each Greater Manchester Local Authority has their own archive collections which are available to the public, a high percentage are also digitally available as are the archive collections held at Manchester Central Library.

RESOLVED/-

1. The Committee noted the progress of Archives+ and the Greater Manchester Archives and Local Studies Partnership.
2. That details of partners/organisations be circulated to Members.
3. That any suggested organisations to fill the vacant area in Manchester Central Library from Spring 2020 be shared with the Cultural, Library and Archive's officers at Manchester City Council.
4. That a visit to the Archives at Manchester Central Library be arranged once restrictions allow.

SFC/9/20 CLOSEDOWN OF AGMA S48 GRANTS

Members considered a report that informed the Committee of the closure of the AGMA run Section 48 Grants Fund, in line with the legislative requirements concerning closure of the scheme as of 1 April 2019.

RESOLVED/-

The Committee agreed to the closure of the AGMA run Section 48 Grants Fund as of 1 April 2019.

SFC/10/20 DATES AND TIMES OF FUTURE MEETINGS

That meetings be organised in accordance with the Committee's Terms of Reference (at least twice a year) and circulated to Members.

RESOLVED/-

That dates and times be circulated to Members.



Greater Manchester Disaster Relief Fund

Annual Impact Report 2019 - 2020

Prepared for AGMA Statutory Functions Committee



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About Forever Manchester

Forever Manchester is the only charity that raises money to fund and support community activity across Greater Manchester. We believe that everyone should have the opportunity to be happy and we'd love everyone to become part of this growing movement.

In every neighbourhood across Greater Manchester, there are thousands of people involved in community activity. In fact, at any given time, there is an unbelievable 20,000 local grassroots projects of varying sizes and interests taking place. We work with local people in our communities to inspire and encourage projects that they want to see, to make their neighbourhoods happier and safer places to be.

All of the money raised for Forever Manchester is used to fund and support over 1,000 community projects in Greater Manchester each year. Since Forever Manchester was established in 1989, we have delivered over £38 million into local communities, benefiting 1.1 million people. This means we will have helped community activity within one mile of your home or business if it's in Greater Manchester.

Every year we raise money by hosting a wide range of innovative and enjoyable fundraising activities. The remainder comes from generous donations from individuals and local business like. With your generosity and support we can continue to help Greater Manchester's communities become even greater.

Join the movement. Get involved. [ForeverManchester.com](https://forevermanchester.com)

The Greater Manchester Disaster Relief Fund

The Greater Manchester Disaster Relief Fund (GMDRF), formerly known as the Greater Manchester Disaster Relief Trust, was transferred in its entirety for management and delivery to Forever Manchester, in April 2009. The total amount transferred was £475,646.38.

As part of an Endowment Match Challenge, a one-off payment of £100,000 was made from GMDRF to Forever Manchester's endowment fund and matched pound for pound by the Government's Grassroots Grants Endowment Challenge. The return on this investment of £200,000 is transferred into the fund each year to create a sustainable funding stream.

The remaining £375,646 was kept for grant-making, with the aim of keeping £200,000 in flow-through funds for emergency grant-making. Investment income from the endowed sum is added to the flow-through account on a quarterly basis.

As with all disaster funds, the facility for the public to donate to the fund either in general or in response to specific events was established, so that the potential for future growth of the fund is encouraged.

Financial Review of Investment

Forever Manchester's investment managers are appointed for periods of three years, although any appointment can be reviewed sooner – and the appointment terminated - if the Board endorses any such recommendation from the Investment Committee.

The Investment Committee, under delegation from the Board, is responsible for overseeing the performance of the investment(s), the investment managers and all other aspects of investment policy.

The end of the financial year 19-20 saw a significant drop in the value of the endowment as the markets reacted to the early stages of the Covid – 19 pandemic. We expect this to recover over time.

Date	Endowment Market value
31.03.2020	£179,204
31.03.2019	£220,140

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Fund Information

- Balance of distribution funds in the bank account at 31st March 2020 was £192,322 (31st March 2018 £207,258).

The balance has dropped below the desired level of £200,000 following the award made in November 2019 to support those affected by the Cube fire in Bolton. Funds raised through a JustGiving appeal and dividends received mean that the majority of the award made has been recovered and we would expect the balance to return to the £200,000 level soon.

Awards Made 2019-20

The following award was made through the GMDRF in the 2019-20 financial year.

Recipient	Purpose	Amount Awarded
Bolton Council	Supporting those affected by the fire at The Cube student accommodation.	£40,000

Appendix 1

Greater Manchester Disaster Relief Fund Guidelines

Greater Manchester Disaster Relief Fund

Forever Manchester, The Community Foundation for Greater Manchester, (charity registration number 1017504) manages the Greater Manchester Disaster Relief Fund, which was previously administrated by the Association for Greater Manchester Authorities (AGMA).

The Fund was established as the Greater Manchester County Disaster Relief Trust in 1979 in response to the Manchester Woolworth's fire tragedy. Its aim was to provide financial support to victims of this fire and other large-scale disasters who were experiencing distress, sickness or other disability as a result of a tragedy. Since then, the Fund has provided financial support to those affected by a number of major incidents across Greater Manchester.

Purpose of the Fund

To give monetary support for the relief of **immediate financial need**, as a result of a **disaster/emergency** involving loss of life or injury to multiple people or property within Greater Manchester.

To be eligible, an incident must be recommended as appropriate to apply for financial support from the fund by one of the following recognised individuals:

- Chair of GM Resilience Forum
- GMP Force Duty Officer
- Head of AGMA CCRU

Indicators of Eligibility

To be recommended as eligible to apply to the Fund, it is expected that an incident would have triggered one of the following:

- A Civil Contingencies Act declared emergency:
 - (a) an event or situation which threatens serious damage to human welfare in a place in the United Kingdom,
 - (b) an event or situation which threatens serious damage to the environment of a place in the United Kingdom, or
 - (c) war, or terrorism, which threatens serious damage to the security of the United Kingdom.

- A multi-agency emergency declared by Greater Manchester Police, Greater Manchester Fire and Rescue Service, North West Ambulance Service or one of the Greater Manchester local authorities. A multi-agency Strategic Coordinating Group or a multi-agency Tactical Coordinating Group formed with a Gold Strategy agreed.

What CANNOT be supported?

- An incident which does not trigger any of the above, and/or which is not recommended as appropriate by one or more of the recognised individuals.
- An incident where the majority of those affected reside outside of the ten boroughs comprising Greater Manchester.

Who can Apply

Once an incident has been recognised as eligible, Forever Manchester would invite applications to be submitted by the Local Authority where the incident occurred. If an incident affects multiple Local Authorities, all affected Local Authorities can apply but they must liaise with other applicant Authorities to ensure there is no duplication. The Fund can only support applications for incidents which occur within, or have significant impact upon, one of the ten boroughs of Greater Manchester.

The use of the Fund is for cases where there is no possibility of gaining financial assistance from elsewhere. The application needs to demonstrate that this is the case.

How much can you apply for?

There is no upper limit on amounts that can be applied for, however the Fund will only support costs relating to **immediate and/or short-term needs** caused by the disaster, which cannot be funded through any other source. The applicant authority will need to clearly outline how they meet these criteria within their application.

Appendix 2

GMDRF Process

- When an incident occurs which has the potential to need support from the fund, the Greater Manchester Civil Contingencies and Resilience Unit will contact us, or if Forever Manchester becomes aware of an incident which we believe may trigger a need for the Fund, we contact the CCRU directly.
- Dependent upon the obvious scale of the incident, Forever Manchester may wish to open an appeal.
- As per the guidelines the CCRU or one of the other agreed posts (see fund guidelines) must confirm in writing that the incident is suitable to be considered for support from the fund before any application can be assessed and submitted to panel.
- An application is submitted by an affected local authority to Forever Manchester via the CCRU Unit, assessed, processed and emailed out to panel members as soon as possible. This includes official confirmation of the eligibility of the relevant incident, as per the GMDRF guidelines.
- Any panel member who may have a conflict of interest regarding an application should advise Forever Manchester accordingly.
- Panel members will be advised of available funds and asked to consider the request in light of the outlined impact and need, as well as financial resources available.
- Panel members read the information provided and make a recommendation to Forever Manchester by email. A recommendation should be made to either support or not support the application and to advise of any amendments to the amount requested, if it is felt that the request is too much/too little, or would use up too much of the available funding in the context of other need. An email discussion may occur between the panel members. Panel members may also advise Forever Manchester if they feel any conditions should be attached to awards made. We ask for a response from panel members as soon as possible or within 48 hours.
- Once a majority decision is reached (or 4 responses with a majority decision), a ratification recommendation is prepared and sent to the Forever Manchester Board of Trustees for ratification.
- As soon as a recommendation has been ratified Forever Manchester will inform the applicant and arrange payment.
- Applicants are required to report back to Forever Manchester regarding spend and impact relating to the award made.