

**Manchester City Council
Report for Resolution**

Report to: Resources and Governance Scrutiny Committee – 30 June 2016
Subject: Overview Report
Report of: Governance and Scrutiny Support Unit

Summary

This report provides the following information:

- Recommendations Monitor (1)
- Key Decisions (2a)
- Details of any key decisions that will be requested to be exempted from call in.(2b)
- Items for information (3)
- Work programme (4)

Recommendation

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

Contact Officer:

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Team Leader- Scrutiny Support
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Background documents (available for public inspection):

None

1. Monitoring Previous Recommendations

Date	Item	Recommendation	Action	Contact Officer
1 October 2015	FSC/15/62 ICT Update	To request that the Committee Support officer arrange a visit to the ICT department once all new appointees are in post	The Chief Information Officer has been asked to provide availability for the visit in order that this can be arranged shortly.	Kate Andrews, Team Leader Scrutiny Support
17 December 2015	FSC/15/77 Communications Subgroup-Progress Update	The Committee request that training be arranged for members regarding the understanding of local Twitter accounts.	The Head of Strategic Communications has responded that members training will be developed once the social media strategy is completed, later in the year. A referral to Members Development Group has been made.	Jennifer Green, Head of Strategic Communications
17 December 2015	FSC/15/78 Neighbourhood Delivery Services performance update	The Committee requested that the next available quarterly performance data is provided to the Committee as an Item for Information.	A response to this recommendation has been provided and is included under 3. Items for Information	Fiona Worrall, Director of Neighbourhoods

2a. Key Decisions

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

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

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

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

An extract of the most recent Register of Key Decisions, published on **1 June 2016**, containing details of the decisions under the Committee's remit is included below. This is to keep members informed of what decisions are being taken and, where appropriate, include in the work programme of the Committee.

Decisions that were taken before the publication of this report are marked * (none)

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Asset Management Programme Ref: 15/001	The approval of capital expenditure	City Treasurer	May 2016 or later	Gateway 5 (procurement document)	Julie McMurray Head of Client Relationships 0161 234 6702 j.mcmurraymanchester.gov.uk
ICT infrastructure and Mobile Working Ref: 15/002	The approval of capital expenditure	City Treasurer	May 2016 or later	Gateway 5 (procurement document)	Bob Brown, CIO Information, Communication & Technology 0161 234 5998 bob.brown@manchester.gov.uk
Strategic Land Acquisition Ref: 15/003	The approval of capital expenditure	City Treasurer	May 2016 or later	Gateway 5 (procurement document)	Steve Thorncroft Head of Development 0161 234 1202 s.thorncroft@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Collyhurst Regeneration Ref: 15/005	The approval of capital expenditure	City Treasurer	May 2016 or later	Gateway 5 (procurement document)	Sean McGonigle Assistant Chief Executive (Growth) 0161 234 4821 s.mcgonigle@manchester.gov.uk
Depots Programme Ref: 15/007	The approval of capital expenditure	City Treasurer	May 2016 or later	Gateway 5 (procurement document)	Julie McMurray Head of Client Relationships 0161 234 6702 j.mcmurray@manchester.gov.uk
Street Lighting Ref: 15/008	The approval of capital expenditure	City Treasurer	May 2016 or later	Gateway 5 (procurement document)	Andrew McIntosh 0161 234 4061 a.mcintosh1@manchester.gov.uk
Clean and Green Ref: 15/009	The approval of capital expenditure	City Treasurer	May 2016 or later	Gateway 5 (procurement document)	Sara Todd Deputy Chief Executive (Growth and Neighbourhoods) 0161 234 3286 s.todd@manchester.gov.uk
Heat Network Ref: 15/010	The approval of capital expenditure	City Treasurer	May 2016 or later	Gateway 5 (procurement document)	Dave Lea Director of Commercial Services 0161 234 4808 david.lea@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Social Housing Infill Site Programme Ref: 15/011	The approval of capital expenditure	City Treasurer	May 2016 or later	Gateway 5 (procurement document)	Sean McGonigle Assistant Chief Executive (Growth) 0161 234 4821 s.mcgonigle@manchester.gov.uk
Factory Project Ref: 15/012	The approval of capital expenditure	City Treasurer	May 2016 or later	Gateway 5 (procurement document)	Dave Carty Development Manager 0161 219 6501 d.carty@manchester.gov.uk
Northwards Housing Programme Ref: 15/013	The approval of capital expenditure	City Treasurer	May 2016 or later	Gateway 5 (procurement document)	Sean McGonigle Assistant Chief Executive (Growth) 0161 234 4821 s.mcgonigle@manchester.gov.uk
Town Hall and Albert Square Maintenance Ref: 15/014	The approval of capital expenditure	City Treasurer	May 2016 or later	Gateway 5 (procurement document)	Sara Todd Deputy Chief Executive (Growth & Neighbourhoods) 0161 234 3286 s.todd@manchester.gov.uk
Ben Street Ref: 15/015	The approval of capital expenditure.	City Treasurer	May 2016 or later	Gateway 5 (procurement document)	Ian Runacres 0161 234 4953 i.runacres@manchester.gov.uk
Parkhill Land Assembly and New Build Ref: 15/016	The approval of capital expenditure	City Treasurer	May 2016 or later	Gateway 5 (procurement document)	Ian Runacres 0161 234 4953 i.runacres@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
CCTV Policy Ref: 15/019	To adopt a CCTV policy for the city	The Executive	May 2016 or later	Report to the Executive	Poornima Karkera Principal Solicitor – Democratic Services Tel 0161 234 3719
Supply of Gas Ref: 15/021	To seek approval to appoint a licensed gas supplier to a Framework Agreement for the provision of Gas to Manchester City Council. The framework will be for 1 year commencing January 2016 with an option to extend for up to an additional 3 years.	Chief Executive in consultation with the City Treasurer	May 2016 or later	Confidential Contract Report with recommendation	Walter Dooley Corporate Procurement Service, 0161 234 3633 w.dooley@manchester.gov.uk Chris Burrows Corporate Procurement Service, 0161 245 7898 c.burrows@manchester.gov.uk
Provision of Liability, Motor, Computer and Personal Accident / Travel Insurance	To seek approval to appoint a company or companies to provide Liability, Motor, Computer and Personal Accident / Travel Insurance. The contract will be for 3 years commencing	City Treasurer in consultation with the Chief Executive	May 2016 or later	Confidential contract report with recommendation/s	Lisa Richards, Corporate Corporate Insurance Manager 0161 234 5295, l.richards@manchester.gov.uk Tariq Fazil,

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Ref: 15/022	1st April 2016 with an option to extend for up to an additional 2 years.				Insurance and Claims 0161 234 5261, t.fazil@manchester.gov.uk
Allocation of Central Contingencies/ Reserves Ref: 15/023	To fund currently unplanned expenditure or expenditure the exact amount of which has yet to be determined.	The Executive	May 2016 or later	Report to the Executive as part of the Global Monitoring Report	Richard Paver - City Treasurer 0161 234 3564 r.paver@manchester.gov.uk Carol Culley Deputy Treasurer 0161 234 3590 carol.culley@manchester.gov.uk
Allocations for General/Earmarked Reserves Ref: 15/024		The Executive	May 2016 or later	Report	Richard Paver - City Treasurer 0161 234 3564 r.paver@manchester.gov.uk Carol Culley - Deputy

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
					Treasurer 0161 234 3590 c.culley@manchester.gov.uk
Clean and Green Fund Ref: 15/025	Long-term improvements to cleanliness and environment of the city.	City Treasurer	August 2016 or later	Requests from Growth and Neighbourhoods Directorate	Richard Paver - City Treasurer 0161 234 3564 r.paver@manchester.gov.uk
Information Technology Service Management tool Ref: 16/01/18/B	To seek approval to appoint a company to supply a suitable tool to be used within ICT as an incident/service management application	City Treasurer in consultation with the Chief Executive	May 2016 onwards	Confidential contract report with recommendation.	Fiona Benoist Head of Service Operations (ICT) f.benoist@manchester.gov.uk Tel: 07939 874027 Michael Shields, Tender Manager Corporate Procurement m.shields@manchester.gov.uk Tel: 0161 234 1009

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Leisure Services Estates – Indoor Ref: 20160201B	The approval of capital expenditure	City Treasurer	May 2016 or later	Gateway 5 procurement document	Lee Preston Sport and Leisure Lead. Tel:07852957286
Leisure Services – external Ref: 20160201C	The approval of capital expenditure	City Treasurer	May 2016 or later	Gateway 5 procurement document	Lee Preston Sport and Leisure Lead. Tel:07852957286
Capital Investment in schools Ref: 20160201D	The approval of capital expenditure	City Treasurer	May 2016 or later	Gateway 5 procurement document	John Edwards Director of Education & Skills 0161 234 4314
Football Association Hubs Ref: 20160201E	The approval of capital expenditure	City Treasurer	May 2016 or later	Gateway 5 procurement document	Lee Preston – Sport and Leisure Lead. Tel:07852957286

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
<p>Enforcement Agents (Bailiff) and Debt Recovery Services for Parking and Bus Lane Services and Council Tax and National Non Domestic Rate</p> <p>Reference 16/02/25 A</p>	<p>To seek approval to appoint companies under a Framework Agreement to provide Enforcement Agents (Bailiff) and Debt Recovery Service for Parking and Bus Lane Services and Council Tax and National Non Domestic Rate to Manchester City Council. The agreement will be for a 2 year period with an option to extend for a further 2 years commencing 1st July 2016.F</p>	<p>Chief Executive in consultation with the City Treasurer</p>	<p>May 2016 or later</p>	<p>Confidential Contract Report with recommendation</p>	<p>Diane Murphy – Contract Manager 0161 234 4086 d.murphy3@manchester.gov.uk</p>
<p>Our Manchester Strategy 2016-19</p> <p>Ref: 160114</p>	<p>To adopt the "Our Manchester ICT Strategy 2016-19"</p>	<p>The Executive</p>	<p>June 2016</p>	<p>Our Manchester ICT Strategy 2016-19</p>	<p>Bob Brown Chief Information Officer 0161 234 5998</p>

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
<p>Printer Fleet Rationalisation Project</p> <p>Reference: 16/03/16D</p>	<p>To seek approval to appoint a company to replace the existing multi functional devices and desktop printers throughout the organisation. The contract will be for 3 years commencing 1st May 2016 with an option to extend for up to an additional 2 years.</p>	<p>City Treasurer in consultation with the Chief Executive</p>	<p>May 2016</p>	<p>Confidential contract report with recommendation</p>	<p>Paul Williams, Communications Lead 0161 234 3300 p.williams@manchester.gov.uk</p>
<p>Framework Agreement for Financial Services Lots 1-6</p> <p>Ref: 16/03/23C</p>	<p>To seek approval to appoint companies to a Framework Agreement for the provision of Financial Services. The duration is for a 3 year period with an option to extend for up to a further year. The anticipated commencement</p>	<p>Chief Executive in consultation with the City Treasurer</p>	<p>May 2016</p>	<p>Confidential contract report with recommendation</p>	<p>Helen Pixton, ACMA Principal Finance Manager 0161 234 1223 h.pixton@manchester.gov.uk</p> <p>Danielle Messina Senior Procurement Officer 0161 234 4018 d.messina@manchester.gov.uk</p>

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
	date is April 2016.				
Ultra Low Sulphur Petrol, Diesel, Gas Oil and Kerosene Ref: 16/05/03/B	The tender is for the supply of Ultra Low Sulphur Petrol, Diesel, Gas Oil and Kerosene to the City Council and is used by Fleet Services. Contract duration 4 years (Including optional extension periods)	Chief Executive	May 2016	Report and recommendation	Gary S Campin. Fleet Services Manager Tel: 0161-856-0762 g.campin@manchester.gov.uk
Planned Maintenance Programme 2016/17 Ref: 16/05/03/C	To approve the Planned Maintenance Programme for 2016/17 to be delivered within the allocated Local Transport Plan budget. Delegated powers approval to undertake the required works on the highway.	Chief Executive	May 2016	Delegated Approvals Report	Paul Swann 0161 219 2220 p.swann@manchester.gov.uk Anthony King 0161 219 6508 a.king@manchester.gov.uk
A57 Hyde Road Pinch Point	To remove a pinch point in traffic flow on the A57 Hyde	Chief Executive	June/July 2016 or later	Delegated Approvals report	Peter Davies-Colley 0161 219 6283 p.davies-

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Ref: 16/05/04A	<p>Road, where the carriageway is reduced in width from 2 lanes in either direction to one lane where it runs under a disused railway bridge. The project will see the width of the carriageway increased to accommodate two lanes of traffic flow in both directions, improved provision for cyclists and a new bridge to carry the footpath that runs along the disused railway line.</p> <p>To enable the scheme to be delivered 4 pieces of land are required. Negotiations have been successful with 3 of the</p>				<p>colley@manchester.gov.uk</p> <p>Paul Kiernan 0161 219 6505 p.kiernan@manchester.gov.uk</p>

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
	landowners but it has become necessary to start a CPO for the final piece of land.				
<p>Provision of Strategic partner (Programme & Project & Commercial) and Strategic Partner (Highways Engineering Design) for the Capital Programmes and Property Dept.</p> <p>Ref: 16/05/13A</p>	<p>To seek approval to award contracts for Lot One - Strategic partner (Programme & Project & Commercial) and Lot Two – Strategic Partner (Highways Engineering Design) for the Capital Programmes and Property Dept.. The contract duration is 2 years with an option to extend for up to a further four years. The anticipated commencement date is September 2016.</p>	<p>Chief Executive in consultation with the City Treasurer and the Strategic Director (Development)</p>	<p>August 2016</p>	<p>Confidential contract report with recommendations and supporting documents.</p>	<p>Paul Stanion Interim Head of Compliance & Performance Capital Programmes and Property 0161 219 6258 p.stanion@manchester.gov.uk</p> <p>John Finlay Framework Manager North West Construction Hub (NWCH) 0161 219 6530 j.finlay@manchester.gov.uk</p> <p>Neil Davies Senior Procurement Officer Corporate Procurement 0161 234 3005 n.davies@manchester.gov.uk</p>

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Library Strategy 2020 Ref: 16/05/13B	Capital Expenditure Approval	City Treasurer	June 2016	Gateway 5	Neil MacInnes Strategic Lead Libraries, Galleries & Culture. 234 1392
Looked After Children Investment Fund 16/03/16B	To approve the continued draw down from the Looked After Children Investment Fund as required throughout 2016/17	Chief Executive in consultation with the City Treasurer	Before 31st March 2017	Not Applicable	Paul Marshall Strategic Director of Children's Services paul.marshall@manchester.gov.uk 0161 234 3804 Simon Finch Head of Finance – Children, Adults and Public Health 0161 234 5016 s.finch@manchester.gov.uk
Eastlands Strategic Joint Venture Ref: 15/035	Approval of capital expenditure for Eastlands Strategic Joint Venture	The Executive	May 2016 or later	Report to the Executive	Eddie Smith Strategic Director (Development) 0161 234 3030 e.smith@manchester.gov.uk
Selection of GM Green Deal and ECO	To approve the selection of three	Chief Executive in	May 2016 or later	Confidential contract report with	Richard Elliot Policy, Partnerships and

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Framework delivery partners Ref: 15/037	preferred bidders for the Greater Manchester Green Deal and ECO Framework	consultation with the City Treasurer		recommendation	Research 0161 234 4412 r.elliott@manchester.gov.uk
Heron House Ref: 15/042	To approve the budget and scheme of refurbishment for Heron House	The Executive	May 2016 or later	Report to Executive	Steve Thorncroft Head of Development 0161 234 1202 s.thorncroft@manchester.gov.uk
Borrow money for the Local Infrastructure Fund Ref: 15/043	To borrow money from the Homes & Communities Agency for capital project in the city fringe.	The Executive	May 2016 or later	Local Infrastructure Fund report	Eddie Smith Strategic Director (Development) 0161 234 3030 e.smith@manchester.gov.uk
Acquisition of land – Holt Town Ref: 15/044	Approval to acquire key strategic interests in East Manchester	Strategic Director (Development)	May 2016 or later	Executive Report 16 August 2014	Steve Thorncroft Head of Development 0161 234 3030 s.thorncroft@manchester.gov.uk
Grant of long lease to the Co-op of land on Miller Street.	Once formally stopped up, the Council, in accordance with an existing Development	Chief Executive / City Treasurer	May 2016 or later	Briefing note to the Chief Executive.	Steve Thorncroft Head of Development, 0161 234 1202, s.thorncroft@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Ref: 15/048	Agreement between MCC & Co-op will grant a long lease to the Co-op of existing land on Miller Street at an excess of £500k.				
Disposal of land off Brook Street, Manchester Ref: 15/050	Granting of a long leasehold interest in land off Brook Street, Manchester.	Chief Executive	May 2016 or later	Briefing note and Heads of Terms for the transaction.	David Lord Principal Development Surveyor 0161 234 1339 d.lord@manchester.gov.uk
Land at Leaf Street and Royce Road, Hulme. Ref: 16/03/23/A	Disposal of Land to City South Manchester Housing Trust	City Treasurer in consultation with the Head of Development	May 2016 or later	Heads of Terms – 8 March 2016	Lorraine Horne Development Surveyor 0161 234 1283 David Lord Principal Development Surveyor 0161 234 1339 d.lord@manchester.gov.uk
Supply and delivery of dry goods, groceries and frozen food (AGMA) Ref: 15/062	To seek approval to utilise the AGMA Framework Agreement for the supply and delivery of dry goods, groceries and frozen food to	Chief Executive in consultation with the City Treasurer	May 2016 or later	Confidential contract report with recommendation	Colin Butterworth Senior Procurement Officer 0161 234 3434 c.butterworth@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
	Manchester City Council until July 2018 with an option to extend for a further 1 year April 2019.				
Minor Highway Maintenance Ref: 15/066	To seek approval to appoint a minimum of 3 companies to a Framework Agreement for Pothole Repairs. Period of Framework: 3 years from 01July 2015.	Chief Executive and City Treasurer	May 2016 or later	Confidential Contract Report with recommendation	Paul Gee, Contracts Manager, Manchester Contracts. 0161 908 5897 p.gee@manchester.gov.uk
Provision of loan funding to Biffa Municipal Ltd. in accordance with the contract for waste collection and street cleansing. Ref:15/073	To approve an invest to save scheme for inclusion within the capital programme. This will provide a loan to the contractor to enable the purchase of vehicles for use within the waste collection and street cleansing contract	City Treasurer	May 2016 or later	Loan agreement	Matthew Bennett Head of Commissioning and Delivery 0161 234 3379 m.bennett1@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
	as per the contractual agreement.				
<p>Proprietary Surface Treatments to Carriageways and Footways.</p> <p>Reference 16/01/29F</p>	<p>To seek approval to appoint a number of companies under a Framework Agreement to provide Proprietary Surface Treatments to Carriageways and Footways throughout the City of Manchester comprising of the milling off and resurfacing of carriageways, together with minor lining, localised minor footway and drainage repairs or adjustments and adjustment of associated ironwork. The agreement will be for a 2 year period commencing 1st</p>	<p>Chief Executive in consultation with the City Treasurer</p>	<p>May 2016 or later</p>	<p>Confidential Contract Report with recommendation.</p>	<p>Paul Swann, Team Leader, Corporate Technical Services, 0161 219 2220 p.swan@manchester.gov.uk</p> <p>Graham Crook, Procurement Officer, Corporate Procurement Service. 0161 234 4290. g.crook@manchester.gov.uk</p>

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
	October 2015.				
<p>Framework for the Surfacing of Carriageways</p> <p>Reference 16/01/29 G</p>	<p>To seek approval to appoint a number of companies under a Framework Agreement for the Resurfacing of Carriageways including associated drainage and service ducts, kerbing, road markings, traffic management, testing of materials, disposal of materials arising, and associated communication plans throughout the City of Manchester, The agreement will be for a 2 year period commencing 1st October 2015 .</p>	<p>Chief Executive in consultation with City Treasurer</p>	<p>May 2016 or later</p>	<p>Confidential Contract Report with recommendation.</p>	<p>Paul Swann, Team Leader, Corporate Technical Services, 0161 219 2220 p.swan@manchester.gov.uk</p> <p>Graham Crook, Procurement Officer, Corporate Procurement Service. 0161 234 4290. g.crook@manchester.gov.uk</p>

2b. Decisions exempt from call in: None

3. Items for Information

3.1 Neighbourhood Delivery Services performance update

Subject	Response to recommendation: FSC/15/78 Neighbourhood Delivery Services performance update
Contact Officers	Fiona Worrall, Director of Neighbourhoods Tel: 0161 234 3926 Email: f.worrall@manchester.gov.uk Angela Harrington, Head of Work and Skills Tel: 0161 234 1501 E mail: a.harrington@manchester.gov.uk Courtney Brightwell, Performance Manager- Core and Place Tel:0161 234 3770 E-mail: c.brightwell@manchester.gov.uk

Summary

At its meeting in December 2015, the Committee made the following recommendation:

The Committee requested that the next available quarterly performance data is provided to the Committee as an Item for Information.

Response

1.0 Operation of the Framework

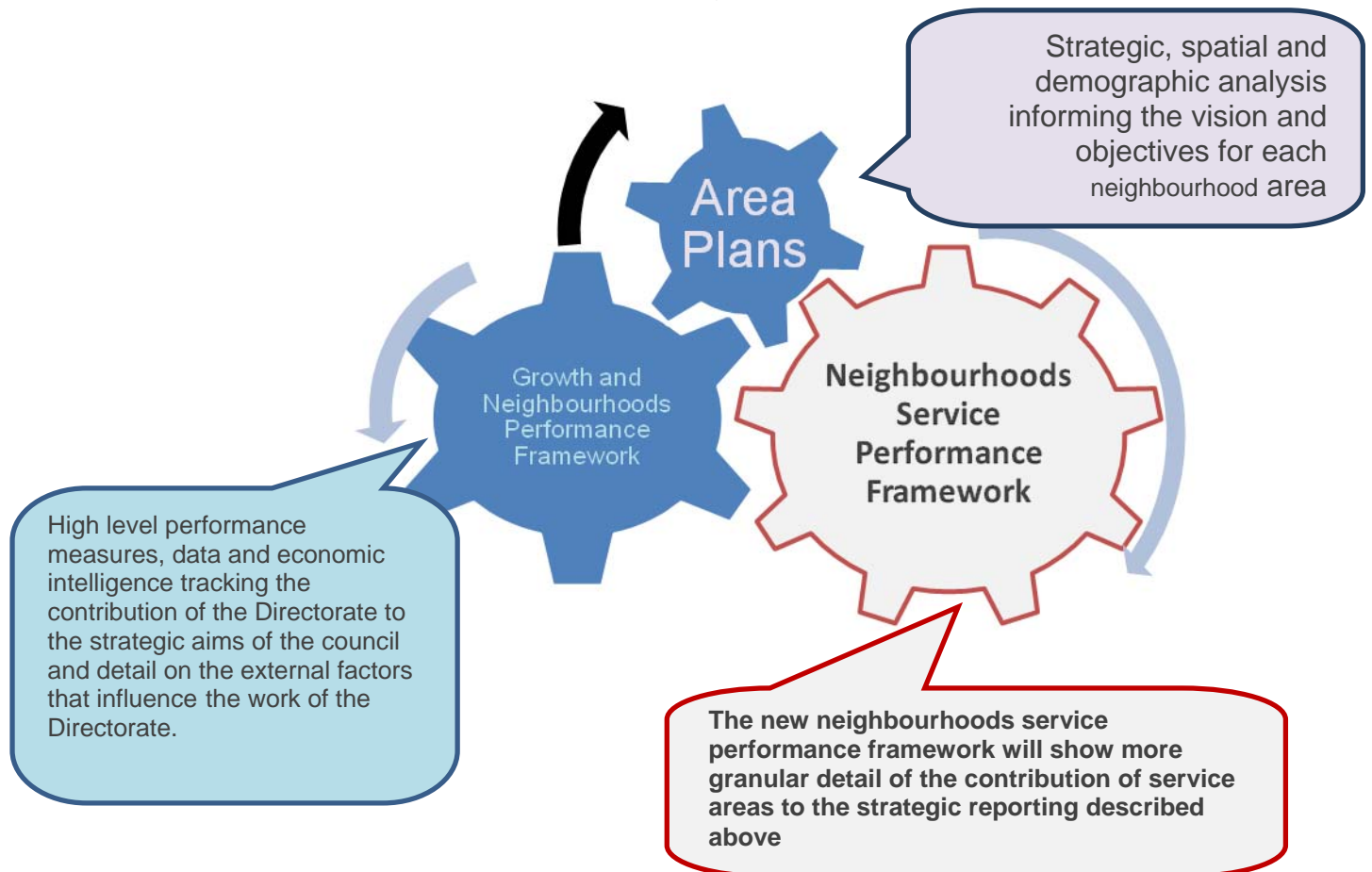
1.1 The Neighbourhoods Service is a new service developed in 2015/6 and bringing together what were Neighbourhood Delivery , Community and Cultural Services and Neighbourhood Regeneration. This new performance management framework is being designed to enable an overview of the level of progress being made against the indicators seen as contributing towards the Council objectives of creating growth, places where people want to live and access to jobs.

1.2 The framework to date has been designed by compiling existing and purpose built data collection processes which show how the service is supporting these objectives. A draft list of metrics that make up the framework is included in the appendix. Some measures are subject to further discussion with the services involved to agree more precise measure definitions. More of the measures relate to the strategic objective 'places where people want to live' however this is not unexpected given the focus of the services in this area.

1.3 A report compiling performance in each of the framework's measures will be submitted to the Neighbourhoods Service management team on a quarterly basis to appraise the management team of current performance levels so that actions can be agreed to address barriers to performance improvement.

1.4 The framework will complement and strengthen existing place-related performance management by linking effectively with other performance management practices. The Growth and Neighbourhoods performance framework reports performance at a strategic level (e.g. recycling rates), whilst the Neighbourhoods

Service framework reports the impact of operational service delivery on performance at the strategic level (e.g. missed bin collections or satisfaction with waste collection). There is communication between the different levels so that key details of operational performance are reported at the strategic level and vice versa. The relationship between place-related performance management processes is illustrated below.



1.5 The framework will form part of the Council's overall performance management framework and will broaden the range of metrics available to inform reporting to elected Members at a local and city-wide level. The most significant performance challenges and successes will be reported as part of the global performance monitoring report to Strategic Management Team and the Manchester Investment Board. This will demonstrate how performance in the Neighbourhoods Service relates to the vision for the city set in Our Manchester – The Manchester Strategy.

2.0 Next Steps

2.1 To finalise the framework, further work is required to identify the appropriate measures to include to reflect the service's role in tackling anti-social behaviour as well as the role of Neighbourhood Teams. Meetings are taking place during May and June to address this.

2.2 The first Neighbourhoods Service performance report will cover quarter one 16/17 and will be produced in late July.

3.1 Appendix - The draft list of measures proposed within the Neighbourhoods Service performance framework

Ref	Service area	Strategic alignment			Description	Responsible manager	Data source	Comments
		Creating growth	Access to jobs	Places where people want to live				
1	Compliance and community safety			✓	Visited premises – compliance and proactive activity	Fiona Sharkey	Flare	Data on compliance without enforcement / compliant after enforcement and the volume and impact of proactive officer activity, considering volume of compliance after initial / revisits as a measure of early effectiveness.
2	Compliance and community safety			✓	Food safety – compliance	Fiona Sharkey	Flare	Confidence in management and food safety rating, geographic analysis and data on improvement in scores.
3	Compliance and community safety			✓	Outcomes from proactive activity	Fiona Sharkey	Flare / CRM	Additional detail on the level and outcome of proactive officer activity across all compliance and community safety work areas.
4	Compliance and community safety	✓		✓	Business satisfaction with regulation	Fiona Sharkey	Tbc	A measure of business satisfaction with the regulatory environment. Data taken from a digital customer satisfaction survey following MCC input, initially for waste / recycling and highways service areas.

5	Compliance and community safety	✓		✓	Empty properties / enforced sales	Fiona Sharkey	Tbc	Measure of the number of empty residential properties, with success defined by a reduction. Data on enforced sales of properties.
6	Compliance and community safety			✓	Channel shift and local resolution	Fiona Sharkey	CRM	A measure of channel shift within requests for service and a measure of issues resolved locally without service involvement
Ref	Service area	Creating growth	Access to jobs	Places where people want to live	Description	Responsible manager	Data source	Comments
7	Compliance and community safety			✓	<i>Placeholder: Housing inspection outcomes</i>	Fiona Sharkey	Tbc	<i>A measure (to be defined) relating to housing inspection outcomes</i>
8	Grounds			✓	Accreditation	Chaz Farghaly	Service	Data on accreditation to various schemes: Green flag, Manchester standard etc.
9	Grounds			✓	Visual amenity	Chaz Farghaly	Service	Number of projects undertaken to improve visual amenity.
10	Grounds			✓	Litter in parks	Chaz Farghaly	Service	Baseline data on service activity and adherence to SLAs
11	Grounds			✓	Core service activities	Chaz Farghaly	Service	Data on core activities: frequency of grass cutting, horticultural work and hedges, bulb and flower planting, trees

								planted and removed and emergency arboricultural work. Baseline data reflecting service activity and adherence to SLAs, with additional focus on areas of public concern
12	Grounds		✓	✓	Staff training, new intake and qualifications.	Chaz Farghaly	Service	Data on staff training and progress of intermediate labour market intake and qualifications gained
Ref	Service area	Creating growth	Access to jobs	Places where people want to live	Description	Responsible manager	Data source	Comments
13	Highways			✓	Measure of those killed or seriously injured on roads	Kevin Gillham	DfT	Data reported on all road casualties, those killed or seriously injured and in relation to accidents occurring during school journeys.
14	Highways		✓	✓	Journey reliability	Kevin Gillham	TFGM	Measure of reliability of journey times for key routes within Manchester – with comparison between routes and variation over time and against target.
15	Highways			✓	GAIST survey of road condition	Kevin Gillham	GAIST	Annual survey of road condition – various methods of presenting data are available, including elements of forecasting for future financial

								burden
16	Libraries, galleries and culture		✓	✓	Levels of volunteering within libraries	Neil Macinnes	Service	
17	Libraries, galleries and culture			✓	Levels of educational visits to libraries	Neil Macinnes	Service	
18	Libraries, galleries and culture			✓	Channel shift in libraries	Neil Macinnes	Service	Measure of take-up of new ways of public access and interaction with libraries
19	Libraries, galleries and culture			✓	Digital access	Neil Macinnes	Service	Measure of public usage of digital access provision within libraries
20	Libraries, galleries and culture	✓	✓	✓	Quarterly update on projects and initiatives within the service	Neil Macinnes	Service	Outcomes based data on one-off or seasonal service activity, based on assessment of whether aims of project have been met.
21	Parks, leisure and commercial events		✓	✓	Level of volunteering across parks, events and leisure	Neil Fairlamb	Service	Measure of number of volunteers engaged, number of volunteer hours recorded, number of volunteer opportunities provided and any training opportunities provided, success defined by increases.
22	Parks, leisure and commercial events	✓	✓	✓	Quarterly update on projects and initiatives within the service	Neil Fairlamb	Service	Outcomes based data on one-off or seasonal service activity, based on assessment of whether aims of project have been met. To include detail on commercialisation

								opportunities in parks and public spaces.
23	Parks, leisure and commercial events			✓	Levels of visits across parks, events and leisure	Neil Fairlamb	Service	Measure of visits and participation to across the service with success defined by an increase.
24	Parks, leisure and commercial events			✓	Visits and participation within Parks, Events and Leisure Activities-	Neil Fairlamb	Service	Measure of visits and participation to include educational visits plus heritage, conservation and community engagement opportunities to services with success defined by an increase
25	Parks, leisure and commercial events			✓	Social outcomes – visits and activities for hard to reach or under represented groups	Neil Fairlamb	Service	Soft outcomes that will include breakdown of hard to reach groups engaged through service, e.g. under 5s, individuals with a disability, women and girls, Grand Day out initiative
26	Parks, leisure and commercial events	✓		✓	Event reach	Neil Fairlamb	Service	Measure of how many people attend, spectator, participate and where appropriate media both National/International reach
27a	Waste and recycling			✓	Fly tipping by area	Mark Glynn	CRM	Data on level of activity, by area.

27b	Waste and recycling			✓	Fly tipping enforcement	Mark Glynn	Flare	<i>Placeholder pending development to incorporate additional data and measures on enforcement and outcomes in relation to fly tipping</i>
28	Waste and recycling			✓	Missed bins – rate per 100,000 collections	Mark Glynn	CRM	Data on missed collections, by geographic area, bin type and refuse type.
29	Waste and recycling			✓	Specialist services / Biffa	Mark Glynn	CRM	Data on cleansing inspections, recycling rates. Data on Biffa activity, total jobs, closed operational jobs.
29b	Waste and recycling			✓	Biffa SLA	Mark Glynn	CRM	<i>Placeholder to allow development of SLAs for Biffa activity.</i>
30	Waste and recycling			✓	Measure of customer satisfaction	Mark Glynn	CRM	Taken from analysis of complaints

**Resources and Governance Scrutiny Committee
Work Programme – June 2016**

Thursday 30 June 2016, 10.00am (Report deadline Monday 20 June 2016)				
PLEASE NOTE THE DATE OF THIS MEETING HAS CHANGED DUE TO THE EU REFERENDUM ON 23 JUNE				
Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Revenues and Benefits Annual Update	To receive the annual update. To include the percentage of claims received for the discretionary Council Tax Payment Scheme (DCTPS) and an update on the work the Council is doing for business rates relief.	Councillor Flanagan	Julie Price	June 2016
Individual Electoral Registration (IER)	To receive a report which describes the current position regarding electoral registration; proposals by the Cabinet Office to pilot activity to simplify the process; and Manchester's suggestions to contribute to this pilot activity.	Councillor Leese	Emma Burnett/ Lesley Spencer	
ICT Update	To receive an update report on developments in ICT since the Committee last considered ICT in January 2016.	Councillor Flanagan	Carol Culley/ Bob Brown	See minutes January 2016.
Funding from the European Union (EU)	To receive a report detailing the changes to European Funding coming into the sub-region and how this is invested (NB to be published after the referendum)	Councillor Flanagan/ Councillor S Murphy	Mark Duncan/ Simon Nokes (New Economy)	Invite to relevant AGMA representatives
Overview Report				
Item for Information: Council motions	To recommend that an update report be provided every 6 months	Councillor Leese	Liz Treacy/ Carolyn Whewell	June & December 2016

Thursday 21 July 2016, 10.00am (Report deadline Monday 11 July 2016)				
Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Corporate Property Annual Report	To receive the Corporate Property Annual report. To include information on Community Asset Transfer (CAT). To include information on the efforts being made to bring empty Heritage Buildings back into use at the request of Neighbourhoods Scrutiny Committee.	Councillor Priest	Eddie Smith Steve Thorncroft	Invite/information to Neighbourhoods Scrutiny
Town Hall refurbishment	To receive a report detailing the work required to refurbish the Town Hall	Councillor Priest Councillor Flanagan	Sara Todd/ Sean McGonigle/ Kate Brown/ Sarah Crew	Executive Report (tbc) June/July 2016?
Staff Accommodation	To receive a report detailing staff accommodation used by the Council and the plans for property rationalisation	Councillor Priest	Steve Thorncroft	See minutes November 2015 June/July 2016? To schedule with report on Town Hall Refurb.
Council surplus land values	Audit Committee recommended following consideration of the Council's Annual Accounts that Finance Scrutiny Committee consider adjustments to the value of the Council's surplus land values	Councillor Flanagan	Eddie Smith/ Steve Thorncroft	See Audit Committee minutes October 2015
Ethical Procurement	To receive the Final Report of the Ethical	-	Kate	

Task and Finish Group	Procurement Task and Finish Group		Andrews	
Overview Report				

Thursday 8 September 2016, 10.00am (Report deadline Friday 26 August 2016)				
Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Overview Report				

Thursday 13 October 2016, 10.00am (Report deadline Monday 3 October 2016)				
Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Communications	The Committee request that the place based social media strategy be submitted for consideration at an appropriate time.	Councillor Priest	Jennifer Green	TBC (or November 2016)
Overview Report				

Thursday 10 November 2016, 10.00am (Report deadline Monday 31 October 2016)				
Item	Purpose	Executive	Strategic	Comments

		Member	Director / Lead Officer	
Council motions	To recommend that an update report be provided every 6 months	Councillor Leese	Liz Treacy/ Kate Brown	May & November 2016
Overview Report				

Thursday 8 December 2016, 10.00am (Report deadline Monday 18 November 2016)				
Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Outcomes of the Clean City Fund	To consider how the Airport Dividend has been spent. To consider how maximum value for money has been achieved. (NB Final evaluation scheduled for autumn. To request further information including feedback from residents and give examples of that; also to provide a breakdown of tenure when considering recycling rates in high rise buildings.	Councillor N Murphy	Sara Todd Fiona Worrall	Invitation to the Chair of the Neighbourhoods Scrutiny Committee See minutes January 2016
Setting of the Council Tax Base and Business Rates Shares for Budget Setting Purposes	To advise on the method of calculating the City Council's Council Tax base for tax setting purposes and Business Rates shares for budget setting purposes for the future financial year, together with the timing of related payments and the decision on pool membership. The Chair of the Committee will be requested to exempt the various key decisions from call in.	Councillor Flanagan	Carol Culley	Annual report- December

Overview Report				

Thursday 5 January 2017, 10.00am (Report deadline Wednesday 21 December 2016)

Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Overview Report				

Thursday 2 February 2017, 10.00am (Report deadline Monday 23 January 2017)

Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Overview Report				

Monday 20 February 2017, 10.00am (Report deadline Wednesday 8 February 2017)

BUDGET FINANCE SCRUTINY

Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments

Overview Report				
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Thursday 2 March 2017, 10.00am (Report deadline Monday 20 February 2017)				
Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Overview Report				

Items To be Scheduled				
Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
ICT Update	The Committee currently receives regular progress updates from ICT.	Councillor Flanagan	Carol Culley/ Bob Brown	See July 2014 minutes
Community Infrastructure Levy (CIL) Agreements	To receive a further report on the Community Infrastructure Levy. To include: <ul style="list-style-type: none"> the Council's approach to the levy; the financial implications; the impact it will have in Manchester Salford Council's work on increasing the flexibility of the viability test in negotiating S106 agreements whether responsibility for CIL agreements would move to the new owners if a development changed hands. 	Councillor Chappell	Sara Todd Richard Elliott Julie Roscoe	Invitation to the Chair of Neighbourhoods Scrutiny Committee/ See March and December 2015 minutes
Section 106 Agreements	To receive the annual report on Section 106	Councillor	Sara Todd	To be

	activity, including significant agreements in each ward and changes in the total value of agreements over the past 5 years.	Chappell	Richard Elliott Julie Roscoe	considered in conjunction with the CIL Agreements report (above)
Better Care Fund	To request a future report on the outcome of the evaluation of Local development Fund (LDF) schemes. To request that the report does not assume a detailed understanding of the subject area and adequately explains any acronyms. To invite a representative from the Clinical Commissioning Groups (CCG's) to the meeting where this is discussed.	Councillor Flanagan/ Councillor Andrews	Carol Culley/ Simon G Finch	Carol Culley/ Simon G Finch
Compensation	To receive a further update at an appropriate time and include: <ul style="list-style-type: none"> • a comparison of compensation claims with AGMA and Core Cities • an analysis of the reasons for the increased proportion of disability discrimination related claims • how any learning from employment tribunals is incorporated into Council policies and procedure • an analysis of the true cost of claims including the indirect costs to other services 	Councillor Flanagan	Carol Culley/Tom Powell	See minutes November 2015
Item for information: Town Hall Complex Transformation project	To receive detail on funding for the works to Lloyd Street, including the allocation for financial contingency.	Councillor Priest Councillor Flanagan	Carol Culley/ Eddie Smith/ Sean McGonigle/ Steve	See September 2014 minutes

			Waltho	
Energy	To request a report on the opportunity the Council is exploring to enter the energy market, which is being developed at the Greater Manchester level.	Councillor Flanagan	Carol Culley/ David Lea	See minutes of the Economy Scrutiny Committee on 14 January 2015
Corporate Core Budget and Business Plan	To request a further report on the outcome of the £450million Transformation Fund spend for Health and Social Care Devolution.	Councillor Flanagan	Simon G Finch	See minutes January 2016
Corporate Core Review	To request a further report on the Corporate Core Review in the new municipal year.	Councillor Flanagan	Liz Treacy	See minutes January 2016
Business Units Peer Review	To request a further report on the outcome of the review and the impact of this at an appropriate time.	Councillor Flanagan	Carol Culley/ Elaine Heggie	See minutes January 2016
Ethical Procurement Policy	To request that should the policy be adopted, a further report is provided to Finance Scrutiny Committee 6 months after its introduction.	Councillor Flanagan	Ian Brown	To consider in conjunction with an update on the recommendations of the Final Report of the Ethical Procurement Task and Finish Group.
AGMA Scrutiny Review	To request the updated January 2016 Joint Executive Board meeting report	Councillor Leese	Julie Connor/ Sylvia Welsh	Invite to AGMA scrutiny representatives July 2016- TBC

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