

**Manchester City Council  
Report for Resolution**

**Report to:** Resources and Governance Scrutiny Committee – 8 December 2016

**Subject:** Overview Report

**Report of:** Governance and Scrutiny Support Unit

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**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.

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**Contact Officer:**

Kate Andrews  
Team Leader- Scrutiny Support  
0161 234 3071  
kate.andrews@manchester.gov.uk

**Background documents (available for public inspection):**

None

## 1. Monitoring Previous Recommendations

Date	Item	Recommendation	Action	Contact Officer
8 September 2016	RGSC/16/24 Section 106 Agreements and Community Infrastructure Levy (CIL) Agreements Section 106 Agreements and Community Infrastructure Levy (CIL) Agreements	<p>To request that the current position in respect of Section 106 monies be circulated to members of the Committee for information</p> <p>To request that the Appendix, which provided a list of Section 106 agreements broken down by ward, be reviewed and updated and circulated to all members, ward co-ordination officers, and other relevant officers. To note that a briefing note on Section 106 processes and monies would also be circulated to ward co-ordination officers.</p>	<p>This recommendation has been responded to and circulated to members.</p> <p>This recommendation has been completed.</p>	<p>Julie Roscoe, Head of Planning, Building Control and Licensing</p> <p>“</p>
13 October 2016	RGSC/16/29 Communications	<p>To request that the Committee Support Officer arrange a visit to the Communications Team for members of the Committee.</p> <p>To request that ward co-ordination include communications and statistics from twitter as a standing item on the agenda of their</p>	<p>A provisional date of 2 February following the Committees meeting has been circulated to members for consideration.</p> <p>A response to this recommendation has been requested and will be reported back once received.</p>	<p>Jennifer Green, Head of Strategic Communications</p> <p>Fiona Worrall, Director of Neighbourhoods</p>

		meetings.  To request further information on Facebook Live and include examples and how this is promoted.	A response to this recommendation has been received, circulated to members and is included under Item 3. For Information.	Jennifer Green, Head of Strategic Communications
13 October 2016	RGSC/16/30 Update on the Greater Manchester Transformation Fund and Better Care Fund	To request that the Head of Finance (Children's, Adult Social Care and Public Health) provide a confidential briefing note to members of both Resources and Governance Scrutiny Committee and Health Scrutiny committee on the detail of the bid to the Greater Manchester Transformation Fund in respect of the Better Care Fund; and a diagram of the governance arrangements for the fund.  To note that the Joint Director of Health and Social Care would provide further information from the Urgent Care Board to members of the Committee.	A briefing was delivered to the relevant Councillors and a diagram will be circulated shortly.  A response to this recommendation has been requested and will be reported back once received.	Simon Finch, Head of Finance (Children's, Adult Social Care and Public Health)  Lorraine Butcher, Joint Director of Health and Social Care
13 October 2016	RGSC/16/31 ICT Update	To request that the Committee Support Officer arrange a visit to the ICT team.	A visit has been arranged for 8am on the 8 December 2016 and the details confirmed with members.	Kate Andrews, Scrutiny Support

10 November 2016	RGSC/16/36 Update on the Refurbishment of the Town Hall and Albert Square: Our Town Hall	To note that the Deputy Chief Executive would circulate the survey programme to members of the Committee.	A response to this recommendation was received and circulated to members.	Sara Todd, Deputy Chief Executive
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## 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 **25 November 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.

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Asset Management Programme	The approval of capital expenditure.	City Treasurer	November 2016 or later	Gateway 5 (procurement document)	Julie McMurray Head of Client Relationships

<b>Decision title</b>	<b>What is the decision?</b>	<b>Decision maker</b>	<b>Planned date of decision</b>	<b>Documents to be considered</b>	<b>Contact officer details</b>
Ref: 15/001					Tel: 0161 234 6702 j.mcmurray@manchester.gov.uk
ICT infrastructure and Mobile Working Ref: 15/002	The approval of capital expenditure.	City Treasurer	November 2016 or later	Gateway 5 (procurement document)	Bob Brown, CIO Information, Communication and Technology Tel: 0161 234 5998 bob.brown@manchester.gov.uk
Strategic Land Acquisition Ref: 15/003	The approval of capital expenditure.	City Treasurer	November 2016 or later	Gateway 5 (procurement document)	Steve Thorncroft Head of Development Tel: 0161 234 1202 s.thorncroft@manchester.gov.uk
Collyhurst Regeneration Ref: 15/005	The approval of capital expenditure.	City Treasurer	November 2016 or later	Gateway 5 (procurement document)	Sean McGonigle Assistant Chief Executive (Growth) Tel: 0161 234 4821 s.mcgonigle@manchester.gov.uk
Depots Programme Ref: 15/007	The approval of capital expenditure.	City Treasurer	November 2016 or later	Gateway 5 (procurement document)	Julie McMurray Head of Client Relationships Tel: 0161 234 6702 j.mcmurray@manchester.gov.uk
Clean and Green Ref: 15/009	The approval of capital expenditure.	City Treasurer	November 2016 or later	Gateway 5 (procurement document)	Sara Todd Deputy Chief Executive (Growth and Neighbourhoods) Tel: 0161 234 3286 s.todd@manchester.gov.uk
Social Housing Infill	The approval of capital	City	November	Gateway 5	Sean McGonigle

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Site Programme Ref: 15/011	expenditure.	Treasurer	2016 or later	(procurement document)	Assistant Chief Executive (Growth) Tel: 0161 234 4821 s.mcgonigle@manchester.gov.uk
Factory Project Ref: 15/012	The approval of capital expenditure.	City Treasurer	November 2016 or later	Gateway 5 (procurement document)	Dave Carty Development Manager Tel: 0161 219 6501 d.carty@manchester.gov.uk
Town Hall and Albert Square Maintenance Ref: 15/014	The approval of capital expenditure.	City Treasurer	November 2016 or later	Gateway 5 (procurement document)	Sara Todd Deputy Chief Executive (Growth and Neighbourhoods) Tel: 0161 234 3286 s.todd@manchester.gov.uk
Ben Street Ref: 15/015	The approval of capital expenditure.	City Treasurer	November 2016 or later	Gateway 5 (procurement document)	Ian Runacres Project Manager Tel: 0161 234 4953 i.runacres@manchester.gov.uk
Parkhill Land Assembly and New Build Ref: 15/016	The approval of capital expenditure.	City Treasurer	November 2016 or later	Gateway 5 (procurement document)	Ian Runacres Project Manager Tel: 0161 234 4953 i.runacres@manchester.gov.uk
CCTV Policy Ref: 15/019	To adopt a CCTV policy for the city.	The Executive	November 2016 or later	Report to the Executive	Poornima Karkera Principal Solicitor Tel: 0161 234 3719 p.karkera@manchester.gov.uk
Supply of Gas	To seek approval to appoint a licensed gas	Chief Executive in	November 2016 or later	Confidential contract report with	Walter Dooley Corporate Procurement

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Ref: 15/021	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.	consultation with the City Treasurer		recommendation	Service Tel: 0161 234 3633 w.dooley@manchester.gov.uk  Chris Burrows Corporate Procurement Service Tel: 0161 245 7898 c.burrows@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	November 2016 or later	Report to the Executive as part of the Global Monitoring Report	Carol Culley City Treasurer Tel: 0161 234 3590 carol.culley@manchester.gov.uk
Allocations for General/Earmarked Reserves  Ref: 15/024		The Executive	November 2016 or later	Report	Carol Culley City Treasurer Tel: 0161 234 3590 carol.culley@manchester.gov.uk
Clean and Green Fund  Ref: 15/025	Long-term improvements to cleanliness and environment of the city.	City Treasurer	November 2016 or later	Requests from Growth and Neighbourhoods Directorate	Carol Culley City Treasurer Tel: 0161 234 3590 carol.culley@manchester.gov.uk
Leisure Services Estates – Indoor	The approval of capital expenditure.	City Treasurer	November 2016 or later	Gateway 5 procurement document	Lee Preston Sport and Leisure Lead Tel: 07852957286 l.preston2@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Ref: 2016/02/01B					uk
Leisure Services – External Ref: 2016/02/01C	The approval of capital expenditure.	City Treasurer	November 2016 or later	Gateway 5 procurement document	Lee Preston Sport and Leisure Lead Tel: 07852957286 l.preston2@manchester.gov.uk
Capital Investment in schools Ref: 2016/02/01D	The approval of capital expenditure.	City Treasurer	November 2016 or later	Gateway 5 procurement document	John Edwards Director of Education and Skills Tel: 0161 234 4314 j.edwards@manchester.gov.uk
Football Association Hubs Ref: 2016/02/01E	The approval of capital expenditure.	City Treasurer	November 2016 or later	Gateway 5 procurement document	Lee Preston Sport and Leisure Lead Tel: 07852957286 l.preston2@manchester.gov.uk
Our Manchester Strategy 2016-19 Ref: 2016/01/14	To adopt the “Our Manchester ICT Strategy 2016-19”.	The Executive	November 2016 or later	Our Manchester ICT Strategy 2016-19	Bob Brown, CIO Information, Communication and Technology Tel: 0161 234 5998 bob.brown@manchester.gov.uk
Printer Fleet Rationalisation Project Ref: 2016/03/16D	To seek approval to appoint a company to replace the existing multi-functional devices and desktop printers throughout the organisation.	City Treasurer in consultation with the Chief Executive	November 2016 or later	Confidential contract report with recommendation	Paul Williams Communications Lead Tel: 0161 234 3300 p.williams@manchester.gov.uk
Ultra Low Sulphur Petrol, Diesel, Gas Oil	The tender is for the supply of Ultra Low	Chief Executive	November 2016 or later	Report and recommendation	Gary S Campin Fleet Services Manager



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and Kerosene Ref: 16/05/03B	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).				Tel: 0161 856 0762 g.campin@manchester.gov.uk
Private Sector Housing – Redrow Development Ref: 2016/06/27D	Capital expenditure approval for development cost payments to Redrow in relation to investment in new build homes.	City Treasurer	November 2016 or later	Gateway 5 (procurement document)	Ian Runacres Project Manager Tel: 0161 234 4953 i.runacres@manchester.gov.uk
Construction and Property Professional Services Framework (CAPPS) for the Capital Programmes and Property Dept. Contract TC859 Ref: 2016/07/21	To seek approval to award Framework Agreements a range of professional services in connection with construction and property related matters. This will consist of 21 individual Framework Lots, each relating to a specific professional discipline, for the use of the Capital Programmes and Property Dept. The Framework will	Chief Executive in consultation with the City Treasurer	Phased in batches of Lots according to priority, between September and November 2016 or later	Confidential contract report with recommendations and supporting documents.	Paul Stanion Interim Head of Compliance and Performance Capital Programmes and Property Tel: 0161 219 6258 p.stanion@manchester.gov.uk  John Finlay Framework Manager North West Construction Hub (NWCH) Tel: 0161 219 6530 j.finlay@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
	operate for 2 years with an option to extend for up to a further 2 years. The anticipated commencement dates for various Lots are phased between August and October 2016.				Neil Davies Senior Procurement Officer Corporate Procurement Tel: 0161 234 3005 n.davies@manchester.gov.uk
Minor Highway Maintenance  Ref: 2016/10/03A	To seek approval to appoint up to 3 companies to a Framework Agreement for Minor Highway Maintenance (Pothole Repairs) for a 1 year period commencing December 2016.	Chief Executive and City Treasurer	November 2016 or later	Confidential contract report with recommendations	Mike Brogan Operations Manager, Manchester Contracts Tel: 0161 908 5840 m.brogan@manchester.gov.uk  Colin Butterworth Senior Procurement Officer Tel: 0161 234 3434. c.butterworth@manchester.gov.uk
Civic Quarter Heat Network  Ref: 2016/10/03C	Capital expenditure approval for the cost of a heat network to improve the energy infrastructure in the area.	City Treasurer	December 2016 or later	Gateway 5 (procurement document)	Eddie Smith Strategic Director (Development) Tel: 0161 234 3030 e.smith@manchester.gov.uk
Re-provision of Hockey Pitches	The approval of capital spend for the re-provision strategy for	City Treasurer	November 2016 or later	Report to Executive - 3 February 2016 and	Lee Preston Sport and Leisure Lead Tel: 07852957286

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Ref: 2016/10/03D	the Belle Vue Leisure Centre Community Hockey Pitches.			Gateway 5 (procurement document)	l.preston2@manchester.gov.uk
The Provision of Occupational Health Services Ref: 2016/10/21A	The appointment of a Provider to deliver Occupational Health Services following a tender exercise.	Deputy Chief Executive (People)	February 2017	Report and Recommendation	Mike Worsley Procurement Manager Tel: 0161 234 3080 mike.worsley@manchester.gov.uk
Recycling Bins Ref: 2016/10/21C	Capital Expenditure Approval to support the service change within the waste collection service.	City Treasurer	November 2016	Gateway 5	Matt Bennett Directorate Finance Lead Tel: 0161 234 3379 matthew.bennett@manchester.gov.uk
Greater Manchester Housing Investment Fund Ref: 2016/10/21D	Approval for Capital Expenditure.	City Treasurer	November 2016	Gateway 5	Andrew McIntosh Strategic Lead Commercial Finance Tel: 0161 234 4061 Andrew McIntosh
Town Hall Project Ref: 2016/11/01B	The approval of the first phase of capital expenditure in respect of the refurbishment of the Town Hall.	City Treasurer	November 2016	Gateway 5	Sara Todd Deputy Chief Executive (Growth and Neighbourhoods) Tel: 0161 234 3286 s.todd@manchester.gov.uk
Provision of a Social Care Case Management System Ref: 2016/11/02A	To seek approval to award a contract to a single supplier for the implementation and provision of a new Social Care Case	City Treasurer / Chief Executive	November 2016	Confidential Contract Report with recommendations	Bob Brown Chief Information Officer Tel: 0161 234 5998 Bob.brown@manchester.gov.uk Michael Shields Procurement Manager

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	Management System.				Tel: 0161 234 1009 m.shields@manchester.gov.uk
Council Tax Base Ref: 2016/11/10C	To set the 2017/18 Council Tax Base.	City Treasurer, in consultation with the Executive Member for Finance and Human Resources	January 2017	Council Tax Base report	Sam Mcardle Finance Lead - Strategic Revenue Budget & Financial Accountancy Tel: 0161 234 3472 s.mcardle@manchester.gov.uk
Business Rates Base Ref: 2016/11/10D	To set the 2017/18 Business Rates Base.	City Treasurer, in consultation with the Executive Member for Finance and Human Resources	January 2017	Business Rates Base report	Sam Mcardle Finance Lead - Strategic Revenue Budget & Financial Accountancy Tel: 0161 234 3472 s.mcardle@manchester.gov.uk
Council Tax 15/16 Balance Ref: 2016/11/10E	Agree the estimated council tax surplus or deficit.	City Treasurer, in consultation with the Executive Member for Finance and Human Resources	January 2017	Council Tax balance report	Sam Mcardle Finance Lead - Strategic Revenue Budget & Financial Accountancy Tel: 0161 234 3472 s.mcardle@manchester.gov.uk

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Business Rates 15/16 Balance  Ref: 2016/11/10F	Agree the estimated business rates surplus or deficit.	City Treasurer, in consultation with the Executive Member for Finance and Human Resources	January 2017	Business Rates balance report	Sam Mcardle Finance Lead - Strategic Revenue Budget & Financial Accountancy Tel: 0161 234 3472 s.mcardle@manchester.gov.uk
Mobile Connectivity  Ref: 2016/11/15A	To seek approval to award a contract to a single supplier for the provision of the Council's Mobile Connectivity requirements.	City Treasurer / Chief Executive	December 2016	Confidential Contract Report with Recommendations	Chief Information Officer Tel: 0161 234 5998 Bob.brown@manchester.gov.uk  Michael Shields Procurement Manager Tel: 0161 234 1009 m.shields@manchester.gov.uk
Children and Families Software System  Ref: 2016/11/25C	To seek approval to award a contract to a single supplier for the provision of a Children and Families Software System	City Treasurer/Chief Executive	December 2016	Confidential Contract Report with Recommendations	Bob Brown Chief Information Officer Tel: 0161 234 5998 Bob.brown@manchester.gov.uk  Michael Shields Procurement Manager Tel: 0161 234 1009 m.shields@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Northwards Housing Programme  Ref: 2016/11/25E	The approval of Capital expenditure for Northwards Housing	City Treasurer	March 2017	Gateway 5	Ian Runacres Project Manager Tel: 0161 234 4953 i.runacres@manchester.gov.uk
Provision of Strategic Partner (Programme and Project and Commercial) and Strategic Partner (Highways Engineering Design) for the Capital Programmes and Property Dept.  Ref: 2016/05/13A	To seek approval to award contracts for Lot One - Strategic partner (Programme and Project and 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.	Chief Executive in consultation with the City Treasurer and the Strategic Director (Development)	November 2016 or later	Confidential contract report with recommendations and supporting documents.	Paul Stanion Interim Head of Compliance and Performance Capital Programmes and Property Tel: 0161 219 6258 p.stanion@manchester.gov.uk  John Finlay Framework Manager North West Construction Hub (NWCH) Tel: 0161 219 6530 j.finlay@manchester.gov.uk  Neil Davies Senior Procurement Officer Corporate Procurement Tel: 0161 234 3005 n.davies@manchester.gov.uk
Library Strategy 2020  Ref: 2016/05/13B	Capital expenditure approval.	City Treasurer	November 2016 or later	Gateway 5 (procurement document)	Neil MacInnes Strategic Lead Libraries, Galleries and Culture Tel: 0161 234 1392

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
					n.macinnes@manchester.gov.uk
The provision of mortuary and post-mortem services  Ref: 2016/07/11A	The appointment of a provider to deliver mortuary and post-mortem services following a tender exercise.	City Solicitor	November 2016 or later	Report and recommendation	Mike Worsley Procurement Manager Tel: 0161 234 3080 mike.worsley@manchester.gov.uk
Data Sciences Framework Ref: 2016/09/01C	To seek approval to appoint a number of companies under a framework agreement to help in the Council's delivery of its research, intelligence and governance work, in support of its wider objectives.  The agreement will be for a two year period with an option to extend for a further two years commencing October 2016.	Chief Executive in consultation with the City Treasurer	November 2016 or later	Confidential contract report with recommendation	Chris Johnson Procurement Officer Tel: 0161 234 33085 c.johnson1@manchester.gov.uk  Paul Holme Research and Intelligence Manager Tel: 0161 234 4566 p.holme@manchester.gov.uk
Disposal of the former Minehead Centre site, Dermot Murphy Close, Old Moat, Manchester, M20 1FQ	To dispose of a 1.90 acre site that was previously occupied by the former Minehead Centre on Dermot	Chief Executive	November/December 2016	Briefing Note	Anthony Payg Career Graded Development Surveyor Development Team Strategic Development Growth & Neighbourhoods

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Ref: 2016/10/03E	Murphy Close, Old Moat, Manchester, M20 1FQ. Southway Housing Trust has proposed to develop 53 flats and 10 houses for adults over the age of 55 years at affordable rent or affordable ownership.				Tel: 0161 234 3637 Mob: 07904 673 828 a.payg@manchester.gov.uk
Looked After Children Investment Fund  Ref: 2016/03/16B	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 31 March 2017	Not Applicable	Paul Marshall Strategic Director of Children's Services Tel: 0161 234 3804 paul.marshall@manchester.gov.uk  Simon Finch Head of Finance Children and Families Tel: 0161 234 5016 s.finch@manchester.gov.uk
Framework Agreement for the Provision of Drug and Alcohol Residential Rehabilitation and Inpatient Detoxification Services	The appointment of providers' to deliver Drug and Alcohol Residential Rehabilitation and Inpatient Detoxification Services following a tender exercise.	Strategic Director of Adult Social Services	January 2017 or later	Report and recommendation	Mike Worsley Procurement Manager Tel: 0161 234 3080 mike.worsley@manchester.gov.uk



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Ref: 2016/08/01A					
The Provision of a Health Visiting Service for 0-5 year olds  Ref: 2016/10/21B	The appointment of a Provider to deliver a Health Visiting Service for 0-5 year olds following a re-negotiation of the service.	Director of Public Health	November 2016	Report and Recommendation	Mike Worsley Procurement Manager Tel: 0161 234 3080 mike.worsley@manchester.gov.uk
The Provision of Residential Furniture and Associated Products  Ref: 2016/10/21E	The appointment of a Provider to deliver Residential Furniture and Associated Products following a tender exercise.	Strategic Director of Adult Social Services	December 2016	Report and Recommendation	Mike Worsley Procurement Manager Tel: 0161 234 3080 mike.worsley@manchester.gov.uk
Framework Agreement for the Provision of Hotel Accommodation for the Homeless  Ref: 2016/11/10B	The appointment of a number of Providers to deliver Hotel Accommodation for the Homeless.	Strategic Director of Adult Social Services	January 2017	Report and Recommendation	Mike Worsley Procurement Manager Tel: 0161 234 3080 mike.worsley@manchester.gov.uk
Manchester Mental Health and Social Care Trust transfer to Greater Manchester West NHS Foundation Trust  Ref: 2016/11/17A	Following a competitive selection process managed by NHS Improvement : 1. Approve the contract with the new provider; and 2. Approve financial	Strategic Director, Adult Social Care and City Treasurer In consultation with the	December - January	Report	Hazel Summers Strategic Director of Adult Social Services Tel: 0161 234 3952 hazel.summers@manchester.gov.uk  Simon Finch Head of Finance Children

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	support for transitional costs.	Executive Member Adult Health and Wellbeing and the Executive Member Finance and Human Resources			and Families Tel: 0161 234 5016 s.finch@manchester.gov.uk
Grant of a new lease at Sycamore Court, 144 Sandal Street  Ref: 2016/11/25F	Grant of extended lease for Sycamore Court, Miles Platting to Arawak Walton Housing Association.	The Executive	January 2017	Report	Jude Millet Housing Commissioning Manager Tel: 0161 234 4840 j.millet@manchester.gov.uk  Sheila Connor Strategy and Partnerships Officer Tel: 0161 234 4806 s.connor2@manchester.gov.uk
Eastlands Strategic Joint Venture  Ref: 15/035	Approval of capital expenditure for Eastlands Strategic Joint Venture.	The Executive	November 2016 or later	Report to the Executive	Eddie Smith Strategic Director (Development) Tel: 0161 234 3030 e.smith@manchester.gov.uk
Disposal of land – Etihad Campus	Lease to Manchester City FC of the area known as City Square,	Leader of the Council	November 2016 or later	Briefing note, Heads of Terms	Steve Thorncroft Head of Development Tel: 0161 234 1202

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Ref: 15/036	Joe Mercer Way, Etihad Campus. To be coterminous with the existing stadium lease which is 250 years from 1 August 2003.				s.thorncroft@manchester.gov.uk
Selection of GM Green Deal and ECO Framework delivery partners  Ref: 15/037	To approve the selection of three preferred bidders for the Greater Manchester Green Deal and ECO Framework.	Chief Executive in consultation with the City Treasurer	November 2016 or later	Confidential contract report with recommendation	Richard Elliott Policy, Partnerships and Research Tel: 0161 234 4412 r.elliott@manchester.gov.uk
Borrow money for the Local Infrastructure Fund  Ref: 15/043	To borrow money from the Homes and Communities Agency for capital project in the city fringe.	The Executive	November 2016 or later	Local Infrastructure Fund report	Eddie Smith Strategic Director (Development) Tel: 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)	November 2016 or later	Executive Report 16 August 2014	Steve Thorncroft Head of Development Tel: 0161 234 3030 s.thorncroft@manchester.gov.uk
Grant of long lease to the Co-op of land on Miller Street Phase 2a completed. Phase 2b to be drawdown	Once formally stopped up, the Council, in accordance with an existing Development Agreement between MCC and Co-op will grant a long lease to	Chief Executive/ City Treasurer	November 2016 or later	Briefing note to the Chief Executive	Steve Thorncroft Head of Development Tel: 0161 234 1202, s.thorncroft@manchester.gov.uk

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Ref: 15/048	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	November 2016 or later	Briefing note and Heads of Terms for the transaction	David Lord Principal Development Surveyor Tel: 0161 234 1339 d.lord@manchester.gov.uk
Proposed City of Manchester (Cornbrook Hub) Compulsory Purchase Order 2015 Ref: 15/051	To seek an “in principle” resolution for the use of compulsory purchase powers in respect of the Cornbrook Hub under the provisions of section 226 (1) of the Town and Country Planning Act 1990 in order to facilitate the carrying out of development, redevelopment or improvement which will allow its full economic, social and environmental potential to be achieved.	The Executive	November 2016 or later	Report to the Executive	Eddie Smith Strategic Director (Development) Tel: 0161 234 3030 e.smith@manchester.gov.uk
Housing Investment Fund – Phase 2	To seek approval for the selection of the Council’s preferred	The Executive	November 2016 or later	Report to the Executive	Paul Beardmore Director of Housing Tel: 0161 234 4811

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Ref: 15/067	investment partner for a second phase of the Housing Investment Fund.				p.beardmore@manchester.gov.uk
The Housing Investment Fund – Phase 2 Ref: 2016/01/19	Disposal of long leasehold interests in 5 sites to Matrix Homes.	Strategic Director (Development)	November 2016 or later	Report to Executive	Paul Beardmore Director of Housing Tel: 0161 234 4811 p.beardmore@manchester.gov.uk
Disposal of interest land Ref: 15/026	Approval of proposed lease to British Car Auctions for land Hyde Road.	Chief Executive	November 2016 or later	Briefing Note	Peter Hill Strategic Development Tel: 0161 219 6792 Email p.hill@manchester.gov.uk  Steve Thorncroft Head of Development Tel: 0161 234 1202 s.thorncroft@manchester.gov.uk
Siemens Campus Ref: 2016/03/30A	Release of covenants affecting land.	Strategic Director (Development) in consultation with the Head of Development	November 2016 or later	Legal Agreement Development Framework	Laura Green Senior Development Surveyor Tel: 0161 234 1258 l.green3@manchester.gov.uk
Princess Road / Barnhill Street	To seek approval for the grant of a new 150 year lease of land at	The Chief Executive	November 2016 or later	Report to the Chief Executive	Mike Robertson Senior Development Surveyor

<b>Decision title</b>	<b>What is the decision?</b>	<b>Decision maker</b>	<b>Planned date of decision</b>	<b>Documents to be considered</b>	<b>Contact officer details</b>
Ref: 2016/04/26A	the former Barnhill Nursery site and the adjacent former petrol filling station site, for residential development.				Development Team Tel: 0161 234 1260 m.robertson@manchester.gov.uk
Land at Princess Parkway, Moss Side  Ref: 2016/05/24B	Disposal of Land for Redevelopment.	Strategic Director (Development)	November 2016 or later	Heads of Terms	Laura Green Development Team Growth and Neighbourhoods Tel: 0161 234 1258 l.green3@manchester.gov.uk
Land at Bentinck Street Industrial Estate and surrounding area to be known Churchgate  Ref: 2016/05/25	Lease re-gears to include additional land to allow for residential developments by De-Trafford Estates Ltd.	Chief Executive	November 2016 or later	Heads of Terms	Lorraine Horne Development Surveyor Tel: 0161 234 1283 l.horne@manchester.gov.uk  Steve Thorncroft Head of Development Tel: 0161 234 1202 s.thorncroft@manchester.gov.uk
Brownfield Register pilot  Ref: 2016/06/1A	To agree an approach for inclusion of sites on the Pilot Brownfield Register.	The Executive	November 2016 or later	Report and recommendations	James Shuttleworth Planning Strategy Manager Tel: 0161 234 4594 j.shuttleworth@manchester.gov.uk
Proposed (Cornbrook Hub) Compulsory Purchase Order 2016  Ref 2016/06/27B	To seek the Executive agreement to utilise combined authority powers and to delegate authority to	The Executive	November 2016 or later	The report will provide the background in respect of the redevelopment	Eddie Smith Strategic Director (Development) e.smith@manchester.gov.uk Tel: 0161 234 3030

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
	the Chief Executive and Leader to present a report to the CA requesting that a Compulsory Purchase Order is made.			proposals	
<p>Mayfield Redevelopment</p> <p>Ref: 2016/06/28B</p>	<p>To approve the disposal of land for redevelopment to facilitate the development.</p> <p>To delegate authority to negotiate and finalise the terms of a Development Agreement and any ancillary agreements following a competitive procurement process, in partnership with LCR and TfGM.</p>	The Executive	November 2016 or later	Report to Executive	<p>Hilary Sayers Development Coordinator City Centre Regeneration Tel: 0161 234 3387 h.sayers@manchester.gov.uk</p> <p>Peter Hill Development Team Tel: 0161 219 6792 p.hill@manchester.gov.uk</p>
<p>Learning Disability Supported Housing Accommodation Investment Project</p> <p>Ref: 2016/06/28C</p>	<p>Capital subsidy to support the new build development of 70 units of Learning Disability accommodation. Disposal of 4 sites at less than best value for</p>	The Executive	November 2016 or later	Report and recommendations	<p>Paul Beardmore Director of Housing Tel: 0161 234 4811 p.beardmore@manchester.gov.uk</p>

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
	accommodation development. Ring fencing of proceeds of sales from the disposals of existing Learning Disability accommodation.				
Land adjacent to Manchester Enterprise Academy  Ref: 2016/07/11C	To seek approval for the grant of a new 250 year lease of land adjacent to Manchester Enterprise Academy for residential development.	Chief Executive	November 2016 or later	Report to the Chief Executive	Mike Robertson Senior Development Surveyor Development Team Tel: 0161 234 1260 m.robertson@manchester.gov.uk
Proposed (Cornbrook Hub) Compulsory Purchase Order 2016  Ref: 2016/11/10A	To seek the Executive agreement to utilise combined authority powers and to delegate authority to the Chief Executive and Leader to present a report to the CA requesting that a Compulsory Purchase Order is made.	The Executive	December 2016	Report to Executive - The report will provide the background in respect of the redevelopment proposals	Eddie Smith Strategic Director (Development) e.smith@manchester.gov.uk Tel: 0161 234 3030
Ref: TC016 Hire of Small Plant and Tools	To seek approval to appoint a maximum of 3 suppliers to a	Chief Executive in consultation	January 2017	Confidential contract report with recommendation	Louise Savage Procurement Officer Tel no. 0161-234-4346



Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Ref: 2016/11/25B	Framework Agreement for the provision of Hire of Small Plant and Tools. The framework will be for 2 year period commencing March 2017 with an option to extend for up to an additional 2 years.	with the City Treasurer			l.savage@manchester.gov.uk  Gary S Campin. Fleet Services Manager Tel no: 0161-856-0762 g.campin@manchester.gov.uk
Grant of a new lease at Sycamore Court, 144 Sandal Street  Ref: 2016/11/25F	Grant of extended lease for Sycamore Court, Miles Platting to Arawak Walton Housing Association.	The Executive	January 2017	Report	Jude Millet Housing Commissioning Manager Tel: 0161 234 4840 j.millet@manchester.gov.uk  Sheila Connor Strategy and Partnerships Officer Tel: 0161 234 4806 s.connor2@manchester.gov.uk
Flags and Kerbs (Highways)  Ref: 2016/09/01B	To seek approval to appoint companies under a Yorkshire Purchasing Organisation (YPO) Framework Agreement to provide Flags, Kerbs and Edgings and Other Associated Highway Products to be used by	City Treasurer in consultation with the Chief Executive	November 2016 or later	Report and Recommendation	Andrew Thompson Manchester Contracts A.Thompson2@manchester.gov.uk Tel: 0161 908 5866  Kevin Bennett Corporate Procurement k.bennett@manchester.gov.uk Tel: 0161 234 3192

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
	Manchester Contracts				
6 <sup>th</sup> Floor, No 1 Piccadilly  Ref: 2016/10/13B	To surrender the Council's lease on the premises.	Chief Executive	November 2016	Briefing note	Gillian Boyle Principal Development Surveyor Tel: 0161 234 1069 g.boyle@manchester.gov.uk
Property Management and Professional Services  Ref: 2016/10/21F	To seek approval to appoint a company to provide Property Management and Professional Services for a 5 year period with an option to extend for a further 2 years.	City Treasurer / Chief Executive	November 2016	Confidential Contract Report with recommendations	Gillian Boyle Principal Development Surveyor Tel: 0161 234 1069 g.boyle@manchester.gov.uk  Colin Butterworth Senior Procurement Officer Tel: 0161 234 3434 c.butterworth@manchester.gov.uk

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

**2b. Decisions exempt from call in:** None

### 3. Items for information

<b>Subject</b>	Response to recommendation: RGSC/16/29 Communications
<b>Contact Officers</b>	Jennifer Green, Head of Strategic Communications Tel: 0161 234 4420 Email: j.green1@manchester.gov.uk

#### Summary

At its meeting in May 2016, the Committee made the following recommendation:  
*To request further information on Facebook Live and include examples and how this is promoted.*

#### Response

##### 1. Purpose

On 13 October, members requested further information regarding Facebook Live, including examples and how it is promoted. This note sets out what Facebook Live is and how it can be used, how the Council have used it to date and outlines the plan for its use in the future.

##### 2. Introduction

Facebook Live is a live streaming function on Facebook, allowing anyone with a smartphone to broadcast live videos to their friends or on a page. All live video content can also be commented on live by viewers or click 'like' in the same way as any other Facebook post.

People can choose to follow your live content, and Facebook encourages people to do this too, by reminding them of videos they have watched previously. If people do follow you, they'll get a notification next time the your content is streamed live. This builds up views and engagement with each video. The video remains on the your page and people can watch it later if they wish.

A strong data or WiFi connection is essential otherwise the video can drop out, losing viewers. This would mean that consideration about what is streamed and where is important, for example, it would be difficult to capture and stream events in parks if there isn't a strong 4G connection.

For copyright purposes, Facebook Live will also automatically drop out if it detects unlicensed music.

##### 3. How has the Council used Facebook Live to date

To date Facebook Live has been used in a number of different ways to encourage engagement, promoting and sharing events. The following lists some of the main activities to date:

- The National Commemoration of the Battle of the Somme parade in the city centre – over 2,500 views
- Albert Square celebrations for the Olympic and Paralympic Heroes Parade. The first section of the Heroes Parade had over 7,000 views, however, Facebook then cut the feed due to music copyright reasons\*.
- Leader's interview with MEN – over 24,000 views
- Victoria Cross commemoration at the Cenotaph – over 3,500 views
- International Womens' Day launch event – over 2,600 views
- Ice Rink at Cathedral Gardens – figures not available\*
- Small Business Saturday roadshow bus – over 500 views
- Fireworks finale at the Christmas Lights Switch-on – nearly 8,000 views

\*As stated above, Facebook's copyright detection means the viewing statistics are not available for the Heroes Parade or the Ice Rink.

It may not necessarily be that the Council always uses its own account for its video content. The budget options Facebook Live interview with the Leader on 11 October, answering questions submitted from the public as well as questions from the MEN social affairs editor Jennifer Williams, had over 24k views and 451 comments. The Council simply does not have the same reach as the MEN – the MEN have over 1.2m Facebook likes compared to the Council's 62,058. With this in mind, live events and interviews will be shared with others to increase the reach and potential engagement, whilst ensuring that the Council retains the recognition for the content.

#### **4. Future uses for Facebook Live**

There are many more uses for Facebook Live above just events, with that in mind whenever there are interesting activities that can be shared via live video Facebook Live will be considered as a communications channel.

For example, the Press Office are planning to use Facebook Live selectively to provide the Council the opportunity to field questions and convey messages around 'live' issues. This could include topics like homelessness, Piccadilly Gardens or the Our Town Hall project. The advantage of Facebook Live in such cases is that it allows more in-depth responses, and more nuance, than would be possible via a Twitter or more traditional online Q&A. It also allows for more context to be provided than broadcast or written reports, and it is unmediated, the Council can communicate directly with the audience without being edited.

Facebook Live would also be great to shine a light on some of the Council's front line services, for example to film gritter trucks in bad weather and the work with communities or at local rather than national events. This approach needs consideration to ensure the appropriate permissions are given and to ensure that it is interesting enough to encourage people to watch, but could be great way to show the day to day work of the Council.

Facebook have recently made it possible for some accounts to stream from a computer, so in theory the Council could record content, add animations or other content and send that out as a live video. There would be a requirement to purchase new software to do this. Whilst Facebook continues to favour video content over

written and photo content, there is an increasing requirement to develop and share more of the Council's stories in this way and therefore develop and acquire new skills and technologies to support the approach.

## 5. Conclusion

The Committee is asked to note the paper.

<b>Subject</b>	Human Resources Subgroup
<b>Contact Officers</b>	Kate Andrews, Scrutiny Support Tel: 0161 234 3071 Email: kate.andrews@manchester.gov.uk

Committee are asked to approve Councillor Lone be appointed to the membership of the Human Resources Subgroup.

<b>Subject</b>	Draft Code of Corporate Governance
<b>Contact Officers</b>	Janice Gotts, Deputy City Treasurer Tel: 0161 234 3590 E-mail: j.gotts@manchester.gov.uk

## Summary

The Draft Code of Corporate Governance is being submitted to Audit Committee on 1 December 2016, following which it will be submitted to Council for inclusion in the Constitution. Resources and Governance Scrutiny Committee are provided with a copy of the report being submitted to Audit for oversight, and are invited to provide comment to the Deputy City Treasurer.

## Response

The report is provided below:

**Manchester City Council  
Report for Information**

**Report to:** Audit Committee – 1 December 2016

**Subject:** Draft Code of Corporate Governance

**Report of:** Deputy City Treasurer

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**Summary**

This report proposes a draft Code of Corporate Governance which is in accordance with revised published guidance. Compliance with this Code will be monitored on an annual basis through the Council's Annual Governance Statement.

**Recommendations**

Audit Committee is invited to comment on the Council's draft governance standards set out in the draft Code of Corporate Governance. The Code will be submitted to Council for approval within the Constitution.

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**Wards Affected:** All

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**Contact Officers:**

Name: Janice Gotts  
Position: Deputy City Treasurer  
Telephone: 0161 234 3590  
E-mail: j.gotts@manchester.gov.uk

Name: Courtney Brightwell  
Position: Performance Manager (Place and Core)  
Telephone: 0161 234 3770  
E-mail: c.brightwell@manchester.gov.uk

## 1. Introduction and Context

- 1.1 The Accounts and Audit Regulations 2015 require local authorities to conduct at least annually a review of the effectiveness of their governance framework including their systems of internal control. This review must be documented in an Annual Governance Statement and published as part of the Council's Annual Accounts. The Statement must be prepared in accordance with proper practices, including those set out in CIPFA and IFAC's<sup>1</sup> *"Delivering Good Governance in Local Government: Framework (2016)"*.
- 1.2 The Framework applies to Annual Governance Statements prepared for the financial year 2016/17 onwards. The Annual Governance Statement involves an assessment of the extent to which the Council has adhered to the governance standards set out in its Code of Corporate Governance. It has therefore been necessary to review the Council's Code of Corporate Governance to ensure it is in accordance with the Framework. The draft Code of Corporate Governance is included at Appendix one. The Framework is included as Appendix two.
- 1.3 The Framework was published in April 2016 and is based on the CIPFA/IFAC *'International Framework: Good Governance in the Public Sector'*. The International Framework includes seven governance principles and the draft Code is structured on these seven principles.
- 1.4 The Code sets out the governance standards for the Council but deliberately does not include details of how these standards will be achieved. This will be described in the Annual Governance Statement which will set out evidence of compliance for each different aspect of the Code. Audit Committee is invited to review the draft Code and comment on the extent to which it feels the governance standards described are the right ones for the Council.

## 2. Next Steps

- 2.1 The Draft Code is due to be submitted to Standards Committee for comments on 15 December. The Committee will receive the draft Code as well as comments and recommendations made by Audit Committee.
- 2.2 The Code forms part of the Council's Constitution and will therefore be submitted to Council for adoption and inclusion within a revised Constitution at its meeting on 25 January.

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<sup>1</sup> CIPFA is the Chartered Institute of Public Finance and Accountancy. IFAC is the International Federation of Accountants.

**APPENDIX 1**

**SECTION G**

**MANCHESTER CITY COUNCIL**

**CODE OF CORPORATE GOVERNANCE**



## Introduction

**The Code of Corporate Governance sets out the Council’s governance standards. These standards ensure the Council is doing the right things, in the right way in a timely, inclusive, open, effective, honest and accountable manner. The Code is based upon the following principles**



These principles are taken from the ‘International Framework: Good Governance in the Public Sector’ produced by CIPFA/IFAC<sup>2</sup>. The Framework is based on the principles in the inner circle permeating and being evident throughout the application of the principles in the outer circle. The diagram also illustrates that good governance is dynamic and involves continuous evaluation and review.

The International Framework describes governance as follows:

“Governance comprises the arrangements put in place to ensure that the intended outcomes for stakeholders are defined and achieved.”

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<sup>2</sup> CIPFA is the Chartered Institute of Public Finance and Accountancy. IFAC is the International Federation of Accountants.

**The Council is committed to ensuring its approach to good governance can easily be understood by all. The Council and the Manchester Youth Council worked together to produce the following summary of the Council's commitment to good governance:**

1. **We will** clearly set out our objectives and what we are trying to achieve.
2. **We will** measure how effective our services are and take action to improve them. We will publish information showing how we are progressing towards our objectives.
3. **We will** work with other public services, such as the Police and NHS, to improve services for Manchester residents.
4. **We will** ensure we make the best use of taxpayers' money by taking prudent financial decisions and measuring the level of value for money we achieve.
5. **We will** set out in our Constitution who can take which decisions.
6. **We will** behave in ways that reflect our values and high standards of conduct.
7. **We will** ensure people in the Council making decisions have access to accurate information to help them take decisions in the best interests of Manchester people.
8. **We will** record and publish the decisions we take and the reasons for them. Wherever possible, we will take the most important decisions in public.
9. **We will** carry out scrutiny of our services to make sure they meet our residents' needs.
10. **We will** be sensitive about how we collect and record information about citizens of Manchester and safeguard it from misuse.

### **Principles of Governance in the Greater Manchester Combined Authority**

This Code of Corporate Governance describes the governance standards in place for Manchester City Council. The [Greater Manchester Combined Authority](#) is reviewing and updating its own Code of Corporate Governance in the light of the new guidance and to reflect the new governance arrangements needed to implement the provisions of Greater Manchester's devolution agreements. The new code will set out the Greater Manchester Combined Authority's governance standards that relate to its operation and will be published on its website as part of its [Constitution](#).

Manchester City Council, along with the other nine local authority members of the Greater Manchester Combined Authority, has signed an Operating Agreement with the GMCA setting out their intention to co-operate with each other in the exercise of their functions and in particular their transport, economic development and regeneration functions, and the basis on which this will be done. This Agreement is also included in the current Constitution. These agreements will be revisited once the new legislative provisions relating to devolution have been enacted.

## The Council's Corporate Governance Principles

### A. Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law.

#### Behaving with Integrity

The Council fosters a culture of behaviour based on shared values, ethical principles and good conduct that is put into practice by members and officers alike. The Council's values are People, Pride, Place. These values underpin everything the Council does, including how it works with partners, how it makes decisions and how it serves local communities.

- **People.** *Every day Council employees will go further to make a difference to the lives of Manchester people. Council employees will treat colleagues, partners and customers with the respect they deserve and believe only their best is good enough.*
- **Pride.** *Council employees are proud of the role they play in making Manchester a success. Council employees accept the responsibility invested in them and rise to meet the challenges they need to overcome.*
- **Place.** *Council employees celebrate all things Manchester and strive to make Manchester's streets, neighbourhoods and city an even greater place to live, work and visit.*

The leadership of the Council embodies these values and creates a climate of openness, support and respect that covers the whole organisation. It establishes, monitors and maintains the organisation's ethical standards and performance.

The Council is adopting a new approach ('Our Manchester') which includes a number of principles that will define the organisation's operation in the future:

- Better lives – it's about people
- Listening – we listen, learn and respond
- Recognising strengths of individuals and communities – we start from strengths
- Working together – we build relationships and create conversations

The Council is committed to maintaining its values and integrity and operates a whistle-blowing policy to ensure that individuals who draw attention to factors that compromise the Council's integrity are adequately protected and supported in doing so.

#### Demonstrating Strong Commitment to Ethical Values

The Council operates a voluntary [Standards Committee](#), composed of elected Members and independent co-opted members, with responsibility for promoting and maintaining high standards of conduct by Members, assisting Members to observe

the Member Code of Conduct, overseeing the Council's Whistleblowing Policy and monitoring the Member/Officer Protocol.

The leadership of the Council puts in place robust policies and procedures which put its values into practice, these include:

- A [Member Code of Conduct](#) and arrangements for determining allegations that a Member has acted in breach of the Council's Member Code of Conduct, as required by the Localism Act 2011.
- An [Employee Code of Conduct](#) which makes it clear what standards are expected from staff across the organisation in the performance of their duties.
- A Member / Officer Relations Protocols providing guidance on how the working relationships between Members and officers should be conducted.
- Use of council resources guidance for members which clarifies how Council resources should be used and how to avoid the inappropriate use of resources.
- A [Register of Members' Interests](#), in which Members' disclosable pecuniary interests, personal interests and prejudicial interests (as defined in the Member Code of Conduct) are registered. This includes gifts and hospitality received by elected Members.
- [Registers of Gifts and Hospitality](#) making it clear what gifts and hospitality have been received by officers.
- Registers of interests declared by officers in relation to Council contracts.
- Systems for reporting and dealing with any incidents of wrongdoing including fraud, corruption, bribery and money laundering.

The Council insists its commitment to its values and integrity is shared by external suppliers delivering services on its behalf as stated in its approach to [Ethical Procurement](#) policy.

### **Respecting the Rule of Law**

The Council appoints a Monitoring Officer (the City Solicitor) who is a member of the Strategic Management Team. The Monitoring Officer ensures that decisions are taken in a lawful and fair way and agreed procedures are followed and that all applicable statutes, regulations and procedure rules are complied with.

The Council uses its legal powers, including the '[general power of competence](#)' to promote its values and priorities to the full benefit of the citizens and communities in Manchester. The Council will have full regard to the extent of its powers and not act beyond them, and will observe specific requirements in legislation as well as general responsibilities of public law.

The Council's decision making process will adhere to the principles of good administrative law, respect human rights and demonstrate rationality, legality and natural justice.

The Council puts in place measures to address breaches of its legal and regulatory powers. The Council's Monitoring Officer (the City Solicitor) has statutory reporting duties in respect of unlawful decision making and maladministration. Similarly, the Chief Finance Officer (the City Treasurer) has statutory reporting duties in respect of unlawful and financially imprudent decision making. These duties are detailed at, respectively, Article 12.3(b) and Article 12.4(a) of the Council's Constitution.

The Council appoints Statutory Officers that have the skills, resources and support necessary to perform effectively in their roles. These statutory officers include:

- Head of the Paid Service (Chief Executive)
- Monitoring Officer (City Solicitor)
- Chief Finance Officer (City Treasurer)
- Director of Children's Services
- Director of Adult Social Services
- Director of Public Health
- Deputy Chief Finance Officer (Deputy City Treasurer)
- Deputy Monitoring Officer (Assistant City Solicitor)
- Scrutiny Officer (Governance and Scrutiny Support Unit Manager)

The Council supports these statutory officers as well as other key post holders and elected members to fulfil their responsibilities within legislative and regulatory requirements.

## **B. Ensuring openness and comprehensive stakeholder engagement**

### **Openness**

The Council sets out in this Code, its Constitution and in its Annual Governance Statement its commitment to openness.

Decisions taken by Council (in this case referring to the meeting of Council attended by all Councillors), as well as those taken by Committees or by the Executive are [recorded](#) (alongside the reasons and the evidence considered) and, subject to limited exemptions, made in public and information relating to those decisions is made available to the public. This includes access through [live webcasts](#) of Council and Committee meetings which remain online for six months.

The Council ensures that its most significant executive decisions (defined as [key decisions](#)) are recorded and, subject to limited exemptions, information relating to the reasons and evidence considered is made available to the public. The Council publishes notification of its intention to take key decisions through [the Register of Key Decisions](#).

The Council holds its Council and Committee meetings, and meetings of the Executive, in public with the agenda and public reports and minutes available on the Council website. However, certain exclusions apply where there is a need to protect confidential information or where certain categories of exempt information are being considered. The Council allows for people to make comments live through social media. Its approach in this area is consistent with the requirements of Part 5A of the

Local Government Act 1972 and of the [Local Authorities \(Executive Arrangements\) \(Meetings and Access to Information\) \(England\) Regulations 2012](#).

The Council informs, consults and involves [residents or representatives of residents in significant decisions](#) and their views are submitted to those making decisions for consideration.

### **Engaging Comprehensively with Institutional Stakeholders**

The Council develops and maintains relationships with leaders of other organisations across the private, public and voluntary sector contributing to the vision for the city, including through the [Our Manchester Forum](#). Members of the Forum apply their experience and expertise in key partnerships at either Manchester or Greater Manchester level to benefit the city and actively drive forward the city's priorities as set out in the Our Manchester Strategy.

The Council maintains a [Partnership Governance Framework](#) that defines and standardises its approach to managing its partnerships, in order to help strengthen accountability, manage risk and ensure consistent good practice across its partnerships. This helps ensure the purpose, objectives and intended outcomes for each are clear.

In support of its application of the framework, the Council maintains a [Register of Significant Partnerships](#) listing all the Council's key partnership arrangements and assessing the strength of their governance arrangements. The Council will ensure Members and Officers are clear about their roles and responsibilities, both individually and collectively, in relation to the partnerships they are involved in and to the authority.

### **Engaging with Individual Citizens and Service Users Effectively**

The Council strongly believes that consultation, co-design and co-delivery of services is the best way to deliver services that work for Manchester residents. The Council consults communities, individuals, service users and other stakeholders whenever there is a legal duty to do so, such as in setting the budget, or there is a reasonable expectation that it will, such as where it has consulted on similar matters in the recent past, or where the views of the public and service users will be valuable in informing decisions or the future service delivery model. The Council also talks with residents regularly on a wide variety of issues and topics.

The Council informs, consults and involves residents of Manchester on issues of interest to them, including through the [Council's online consultation portal](#), and maintaining effective channels for dialogue and debate, including live streaming of Council and Committee meetings and a wide mix of social media. This includes Facebook, Twitter, Vimeo, Youtube, Flickr and LinkedIn.

When conducting consultations the Council strives to balance the feedback it receives from more active stakeholders with that from less active stakeholders through monitoring responses by age, gender, location, ethnicity, sexuality and other

factors and delivering targeted promotion where required to ensure that the sample of respondents is representative of the city as a whole.

The Council adopts a “You Said ... We Did” approach to consultation and promotes material advising the public and other stakeholders of the key findings from consultations and how they have been taken into account.

The Council maintains a survey with Manchester residents so that it can access an up-to-date summary of the views of citizens on the city, their neighbourhood and the delivery of public services.

The Council is committed to considering and acting upon feedback from citizens and service users and so maintains effective [complaints and compliments handling](#) and monitoring procedures so that it can identify where improvements in service delivery are needed and learn effectively from the complaints it has received.

The Council takes account of the impact of decisions on future generations of tax payers and service users, its commitment to doing so is matched by the commitment of the members of its Youth Council, which acts to ensure young people have a stronger voice enabling them to influence decision makers in the city and shape future services. The Council also uses relevant communication channels that younger people are more likely to engage in.

The Council as an organisation, and the elected Members that make it up, share a common understanding of their respective roles regarding community engagement and work together to ensure the organisation understands and can effectively respond to local issues and concerns, through mechanisms such as ward co-ordination.

The city’s developing approach to ‘strengths based’ conversations as part of the Our Manchester approach supports community engagement. Its principles include:

- Listening – we listen, learn and respond
- Recognising strengths of individuals and communities – we start from strengths
- Working together – we build relationships and create conversations.

## **C. Defining outcomes in terms of sustainable economic, social, and environmental benefits**

### **Defining Outcomes**

The [Our Manchester Forum](#) has, following an extensive public consultation, developed a new 10 year strategy for the city – the [Our Manchester Strategy](#) as well as a new approach to delivering functions – the Our Manchester approach. The Our Manchester Strategy sets out a vision of Manchester as:

- A Thriving and Sustainable City
- A Highly Skilled City
- A Progressive and Equitable City
- A Liveable and Low Carbon City

- A Connected City

Progress towards the vision described in the strategy will be monitored through the Forum's annual [State of the City](#) publication which comprises and analyses key performance indicators.

The Our Manchester Strategy sits at the heart of the Council's [budget and business planning process](#). Through this process the Council allocates resources to progress towards the vision for the city in the most effective and efficient way. The Council sets a [Medium-Term Financial Strategy](#) which sets out the financial assumptions and provides a set of goals for financial decision making for the planning period ahead. The Council is committed to consulting the people of Manchester and local businesses in the design of its budget proposals to understand service user's expectations and to inform service users of financial limitations.

It also sets objectives for each directorate as well as the performance monitoring framework that will be followed to track progress towards these objectives from the perspectives of finance, performance, workforce development, equality and risk. This supports the organisation to take a long-term view on decision making balancing the long-term vision with short term imperatives.

The new strategy recognises the City's role in supporting the objectives of the Greater Manchester Combined Authority ([GMCA](#)), set out in "[Stronger Together – The Greater Manchester Strategy 2013-2020](#)".

### **Sustainable Economic, Social and Environmental Benefits**

The Council is committed to considering the full combined economic, social and environmental implications of its decisions through thorough data analysis and consultation with affected parties so that its decisions advance the achievement of the city's vision. The Our Manchester Strategy is an integral part of the Council's decision making process. The Council will set out in reports recommending a decision, the impact the decision will have on the five broad objectives in the Our Manchester Strategy.

The Council's budget and business planning process involves equality action planning. Under this process the Council sets out how it will work towards its agreed [Equality Objectives](#) and where Equality Impact Assessments are required to assess the impact of proposals which may have an impact on different communities of interest across the City. The Council strives to ensure fair access to services and monitors the extent to which this is occurring through its biennial '[Communities of Interest](#)' publication.

## **D. Determining the interventions necessary to optimise the achievement of the intended outcomes**

### **Determining Interventions**



Decision makers receive accurate, relevant and timely performance and intelligence to support them with objective and rigorous analysis of options, covering intended outcomes, financial impact and associated risks informing efficient service delivery.

The Council is committed to seeking continuous feedback from citizens and service users both in planning service improvements and service reductions whether through its resident's survey, consultation or bespoke feedback gathering.

### **Planning Interventions**

The Council plans its activity at a strategic level through its budget and business planning cycle and does so in consultation with internal and external stakeholders to ensure services delivered across different parts of the organisations and partners complement each other and avoid duplication.

This is facilitated through the Manchester Partnership which comprises Thematic Partnerships supporting delivery agencies across the city to co-ordinate their activity and consider how they can collaborate to reduce risks to achieving their outcomes. The Thematic Partnerships include:

- [Children's Board](#)
- [Community Safety Partnership Performance Board](#)
- [The Health and Wellbeing Board](#)
- [The Neighbourhoods Board](#)
- [Work and Skills Board](#).

The effectiveness of the Council's interventions and the quality of its services is monitored through the provision of regular performance reports showing progress towards goals and targets set in the budget and business plan.

### **Optimising Achievement of Intended Outcomes**

The Council is committed to integrating and balancing service priorities, affordability and other resource constraints supporting it to take into account the full cost of operations over the medium and longer term. This is documented in the [Medium Term Financial Strategy](#) which sets the context for the Council on significant ongoing financial challenges as well as external changes, such as changes to local government funding arrangements that are planned or forecast to arise during the planning period. The context and documents which support the overall strategy are set out in the [Efficiency Plan](#), published on the Council's website as required by Government for a four year financial settlement.

The Council procures goods and services in compliance with EU, UK and Council regulations and ensure that value for money is obtained through a balanced consideration of social, economic and environmental impacts that can be derived from procurement spend.

The Council considers [Social Value](#) at pre tender and tender stage to ensure that appropriate desirable outcomes can be offered by suppliers in their tender submissions. Through this process the Council considers how what is proposed to be

procured might improve the economic, social and environmental well-being of the relevant area, and how, in conducting the process of procurement, it might act with a view to securing that improvement.

## **E. Developing the entity's capacity, including the capability of its leadership and the individuals within it**

### **Developing the Organisation's Capacity**

The Council monitors on an ongoing basis its governance and staffing structures to support the delivery of planned services and proactively plans for the future. Through its budget process, the Council ensures services are prioritised so that resources are directed to those activities that will make the greatest contribution to the city's vision.

The Council continually seeks better outcomes from its use of resources by comparing information about functions, expenditure and performance with those of similar organisations and assesses why levels of economy, efficiency and effectiveness are different elsewhere. It acts upon the findings of this intelligence as part of its budget and business planning to ensure continual effectiveness of service delivery.

Where intelligence suggests alternative delivery methods, such as the establishments of partnerships or other types of collaborative working with other organisations, will lead to improved value for money these are explored.

In line with its People Strategy, the Council develops and delivers workforce plans which set out actions to ensure the workforce has the necessary skills and behaviours to deliver the vision for the city and are effectively engaged to act as champions for the Council's priorities and approaches.

### **Developing the Capability of the Organisation's Leadership and Other Individuals**

The Council Leader and Chief Executive have clearly defined roles and maintain a shared understanding of roles and objectives. The Chief Executive leads in implementing strategy and managing service delivery and other outputs set by members. The Chief Executive and Leader provide a check and balance for each other's authority.

The Council is committed to operating in an efficient and effective way to obtain value for money from its resources. It maintains a [Scheme of Delegation](#) setting out which decisions and powers have been delegated to various Committee and other officers.

So that elected members and senior officers have a shared understanding of their respective roles the Council has produced a [Protocol governing Member/Officer relations](#).

The Council maintains a 'Golden Thread' linking individual staff objectives to team plans, directorate budget and business plans and the strategy for the city so that all

staff are aware of how their role supports the vision for the city and are held to account for their role in its delivery. Following this process staff consider with their line manager what training, development and support they need to succeed in their role.

The Council believes that governance is strengthened by the participation of people with many different types of knowledge and experience. Where external recruitment takes place, individuals from a range of backgrounds and communities are made aware of opportunities to join the Council. The Council is also committed to promoting electoral registration and participation and confidence in the integrity of the electoral process.

The Council is committed to developing the capability of people with governance responsibilities, evaluating their performance and ensuring that all staff understand the importance of governance within their role. As part of this, the Council provides an effective induction and training programme for Members and Officers tailored to individual needs and provides regular opportunities for them to learn about new developments key to their role as well as effective training and guidance for Members and Officers to understand their governance responsibilities.

The Council's framework for leadership and management development establishes a clear approach across the themes of: developing future leaders, self-reflection, induction, development, connecting with the region, engagement, learning and development and feedback and self-assessment.

The Council is consistent on consulting staff and their representatives on decisions regarding the terms and conditions of employment and the policies staff are subject to.

The Council regularly surveys staff to understand their views on the Council as an employer, including the effectiveness of its leadership.

The Council is committed to promoting the physical and mental health and wellbeing of the workforce as a core component of the People Strategy through both specific interventions and opportunities and as a central part of the role of all managers. This work is overseen by a cross-Directorate board which also includes representatives from Trade Unions.

The Council has an open and welcoming approach to external and peer review and inspection and actively considers constructive feedback.

## **F. Managing risks and performance through robust internal control and strong public financial management**

### **Managing Risk**

The Council operates a risk management framework that aids decision making in pursuit of the organisation's strategic objectives, protects the Council's reputation and other assets and is compliant with statutory and regulatory obligations. The

framework is documented in a [Risk and Resilience Strategy](#) which is submitted to the Council's Audit Committee; the strategy involves regular appraisal of the effectiveness of risk management arrangements, involving elected members in the process of doing so. The implementation of the strategy is supported through a programme of risk management training for officers and members. The Council maintains a Corporate Risk Register identifying named risk managers for its key strategic risks.

Risk management is also an integral component of the budget and business planning process, linking risk management to the achievement, monitoring and resourcing of objectives at directorate level.

### **Managing Performance**

The Council puts in place measures to monitor service delivery whether services are produced internally or through external providers. Key Performance Indicators (KPIs) setting out the effectiveness of services are made available to service managers to inform and support accountability for delivery. Reports compiling KPIs are submitted to directorate management teams to support transparency and resource allocation to address challenges. Performance management remains relevant to the organisation through the business planning process where directorate objectives are reviewed, leading to a review of the relevant performance indicators to monitor progress towards them.

Performance of services delivered through external companies is monitored with those providers so that a shared understanding of contract performance is achieved. Similarly the Council monitors performance towards objectives set at a partnership level with key partners providing appropriate support to enable any barriers to continuous performance improvement to be addressed.

Relevant, objective and reliable performance information is used to inform decision making, alongside financial implications and risk information.

### **Effective Overview and Scrutiny**

The Council believes that effective overview and scrutiny of decisions and delivery of services leads to improved decision making and improved public services. The Council establishes and maintains an effective [Scrutiny function](#) which is able to constructively challenge decision-makers, including those who work in partnership with the Council, and policy makers.

This scrutiny applies equally to the setting of policy, objectives and budgets as it does to the delivery of services and arrangements for monitoring them.

### **Robust Internal Control**

Internal Control within the Council supports the achievement of objectives by managing risks while complying with regulations and organisational policies. Internal controls seek to protect the Council's resources against loss, fraud, misuse and

damage and to safeguard the availability, confidentiality and integrity of its ICT and information systems.

The Council maintains clear policies and arrangements in respect of counter fraud and anti-corruption. These are the Anti Fraud and Anti Corruption Policy; Whistleblowing Policy; Anti Money Laundering Policy and the Anti Bribery Policy.

The Council ensures an independent [Audit Committee](#) is in place which provides a mechanism for effective assurance regarding risk management and the internal control environment.

### **Managing Data**

The Council is committed to safeguarding the personal data it holds and sharing this data only in circumstances required or permitted by law. It has established and regularly reviews policies relating to records management, data quality, data protection and information security and provides data protection training and raises awareness of essential practices amongst staff. Personal data is processed in accordance with the Data Protection Act 1998 and in particular its eight data protection principles. Information Governance is overseen by the Corporate Information Assurance and Risk Group (CIARG) chaired by the City Solicitor who is the senior information risk Officer for the Council (SIRO).

The Council is committed to sharing appropriate data safely with other agencies; where this improves effective and efficient service delivery, supports its objectives and the vision for the city and is compatible with the rights of individuals.

The Council complies with the [Local Government Transparency Code 2015](#) by publishing accurate data within appropriate time frames in the areas mandated by the Code in the Council's [Open Data Catalogue](#) together with additional data of value to stakeholders and the public.

The Council keeps under regular review the quality and accuracy of the data it produces, and uses in decision making and performance monitoring.

The Council makes information available to the public via the information access regimes provided for by the Freedom of Information Act 2000 and the Environmental Information Regulations 2004. Individuals may also access their own personal data by exercising the right of subject access under the Data Protection Act 1998.

### **Strong Public Financial Management**

The Council's approach to Financial Management ensures that public money is safeguarded at all times ensuring value for money. Its approach supports both long term achievement of objectives and shorter term financial and operational performance.

The Chief Finance Officer, the City Treasurer, ensures that appropriate advice is given on all financial matters, proper financial records and accounts are kept, and

oversees an effective system of internal financial control. The City Treasurer ensures well developed financial management is integrated at all levels of planning and control including management of financial risks and controls.

## **G. Implementing good practices in transparency, reporting, and audit to deliver effective accountability**

### **Implementing Good Practice in Transparency**

The Council is committed to publishing information including reports in a manner which is accessible to citizens and other stakeholders. Information is produced in an open and understandable style appropriate to the intended audience and the communication channel, including web-based and social media. The publication of information will strike a balance between satisfying transparency demand and becoming too onerous for users to understand.

The Council maintains a coherent and consistent approach to the management of social media, both with regards to messages sent out from the Council as well as those sent by individual staff members and elected Members, to reduce the risks of any breaches of legislation or reputational damage.

### **Implementing Good Practices in Reporting**

The Council seeks to demonstrate to its stakeholders that it has delivered on its commitments and goals and has used public resources effectively in so doing. To this end it publishes an [Annual Report](#) as part of its accounts, setting out how it has performed, delivered value for money and exercised sound stewardship of resources.

The Annual Report includes performance information accompanying the financial statements that allow for comparison with other similar local authorities to be made. This information is drawn from the Council's Annual [State of the City](#) publication which charts the city's progress towards its vision.

The Council has a legal responsibility to conduct, at least annually, a review of the effectiveness of its governance framework including its system of internal control and document the findings in an [Annual Governance Statement](#). The Council also summarises the findings from the review in an easily digestible format within the Annual Report.

### **Assurance and Effective Accountability**

The Council welcomes peer challenge, internal and external review and audit, and inspections from regulatory bodies and gives thorough consideration to arising recommendations. It puts in place arrangements for the implementation of actions agreed to be taken as a result and there is clear oversight from elected members on the conclusions and resultant actions.

The Council is committed to working with third parties in pursuit of the vision for the city, and carrying out its functions in so doing in an efficient and effective way. To this end the Council will manage risks to its financial position, objectives and reputation

resulting from services being delivered through third parties. This process will be open and transparent and will involve elected members.

## Monitoring and Review

This Code will be reviewed on an annual basis to ensure it is kept up to date. Where the review identifies that changes to the Code are necessary, the revised Code will be submitted to Standards and Audit Committee for comments before being incorporated within the Council's Constitution.

The Council has three Committees that are jointly responsible for monitoring and reviewing the Council's Corporate Governance arrangements. These Committees are:

- [Audit Committee](#) - responsible for approving the Council's annual accounts and responding to the District Auditor's annual management letter. It also oversees the effectiveness of the Council's governance and risk management arrangements, the internal control environment and associated anti-fraud and anti-corruption arrangements
- [Resources and Governance Scrutiny Committee](#) – considers the implications of financial decisions and changes to corporate, partnership and city region governance arrangements
- [Standards Committee](#) – responsible for promoting and maintaining high standards of conduct amongst Members, for advising the Council on the adoption and revision of the Code of Conduct for Members, for monitoring the operation of the Code and approval of the Whistleblowing Policy.

Full terms of reference for each of these Committees are included in the Council's [Constitution](#). All Members of the Council are informed of the work of these Committees through minutes submitted to Council.

The Council will ensure that corporate governance arrangements are kept under continual review by updating, as appropriate, these Committees on:

- The work of Internal and External Audit
- The opinion of other review agencies and inspectorates
- Opinions from the Council's Statutory Officers
- General matters relating to the implementation of the Code
- The production of the Annual Governance Statement and actions planned to address arising governance issues.

## The Annual Governance Statement

Each year the Council will publish an [Annual Governance Statement](#) to accompany the [Annual Accounts](#). The Statement provides an overall assessment of the Council's corporate governance arrangements and how it adheres to the governance standards set out in this Code. Evidence relating to the principles of this Code is reviewed and analysed to assess the robustness of the Council's governance arrangements.

The Statement includes an appraisal of the key controls in place to manage the Council's principal governance risks and the effectiveness of systems and processes governing decision making and financial control. The Statement also provides details of where improvements need to be made. Actions to address significant governance issues are identified and recorded in an action plan. The Annual Governance Statement is audited by the Council's external auditors as part of the audit of the annual accounts.

**[Appendix 2 – CIPFA Delivering Good Governance guidance has been withdrawn]**



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

<b>Thursday 8 December 2016, 10.00am (Report deadline Monday 28 November 2016)</b>				
<b>Item</b>	<b>Purpose</b>	<b>Executive Member</b>	<b>Strategic Director / Lead Officer</b>	<b>Comments</b>
Budget Report(s)	<p>To receive reports on the Councils savings options in respect of those areas which fall within the Committee's remit including:</p> <p><b>1. Corporate Core Budget:</b> Overarching report with savings schedules as appendices. To include detail of the Council contribution to AGMA/GMCA and what we get back. To receive:</p> <ul style="list-style-type: none"> <li>(a) further information on: the financial implications of the option to reduce proactive prosecutions</li> <li>(b) the Welfare Provision Scheme</li> <li>(c) the potential for ICT to support teams to realise savings</li> <li>(d) the savings option to streamline HR policies and include consideration of the potential for working in collaboration with other local authorities.</li> <li>(e) To also request that officers explore the potential of a savings option which could be achieved by combining and streamlining the work of the Performance Research and Intelligence (PRI), Reform and Innovation, and the Policy, Partnerships and Research Teams. To include detail of any posts part-funded by other organisations. To include a full</li> </ul>	Councillors Leese/ Priest/ Flanagan/ Rahman and N Murphy	Carol Culley/ Geoff Little/ Liz Treacy/ Kate Brown/ Mark Grimley/ Fiona Worrall/ Eddie Smith	See minutes November 2016

	<p>staff/management structure including roles as an annex.</p> <p><b>2. Business Units:</b> to include further information on Markets and the Bereavement Service</p> <p><b>3. Strategic Development:</b> to request further information on the savings options for the Strategic Development Directorate Budget, including what value would be removed to realise this savings option.</p>			
Global Revenue Budget Monitoring Report	This report contains a summary of the Council's revenue budget position based on an assessment of income and expenditure.	Councillor Flanagan	Carol Culley	Executive Report
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/ Sam Mcardle	Annual report- December Executive Item
The Council's Budget Response to the result of the EU referendum	To receive an update at each meeting on any identified budgetary implications following the EU referendum decision.	Councillor Flanagan	Carol Culley/ Mark Duncan	
Delivering the Our Manchester Strategy	This report provides an overview of work undertaken and progress towards the delivery of the Council's priorities as set out in the Our Manchester strategy for those areas within the portfolio of the Executive Member for Finance and Human Resources.	Councillor Leese	Councillor Flanagan	(TBC)
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.		Kate Andrews	

	<p><b>Items for information:</b></p> <p>1. Key decision exemptions – To include information on any key decisions which the Chair of the Committee will be asked to exempt from call in</p> <p>2. Council Motions- 6 monthly update</p> <p>3. Compensation. To include: 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</p>	<p>Councillor Leese Councillor Flanagan</p>	<p>Liz Treacy/ Kate Brown Carol Culley/ Tom Powell</p>	
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<b>Thursday 5 January 2017, 10.00am (Report deadline Wednesday 21 December 2016)</b>				
Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Localised Council Tax Support Scheme	To receive an update on the proposals for the Localised Council Tax Support Scheme following the public consultation.	Councillor Flanagan	Carol Culley/ Julie Price	Executive Report
Devolution- to receive a number of reports updating the Committee on aspects of devolution which fall within its remit				
Finance	To receive an update on devolution in respect of finance issues. To include an update on how the Housing Investment Fund is used. See Economy Scrutiny minutes January 2016.	Councillor Leese	Richard Paver/ Paul Beardmore	Invite to Chairs of Neighbourhoods and Environment and Economy Scrutiny
Governance	To receive an update on devolution in respect of governance issues. To include an update on the	Councillor Leese	Liz Treacy/ Andrea	See minutes May 2016 and

	AGMA/GMCA Scrutiny Review.		Zieme/ Poornima Karkera/ Julie Connor/ Sylvia Welsh (GMIST)	November 2015 Invite to AGMA scrutiny representatives
Governance around Restrictions on Events and Publicity at Elections and Referendums	To request a report explaining the governance around the Restrictions on Events and Publicity at Elections and Referendums, including purdah guidance.	Councillor Leese	Liz Treacy/ Kate Brown	See minutes May 2016
Register of Key Decisions	To request an update on the delivery of information to members around key decisions. To include an explanation of the process and language used for communicating decisions to be made to members and the public.	Councillor Leese	Liz Treacy/ Donald Connolly	See minutes May 2016
The Council's Budget Response to the result of the EU referendum	To receive an update at each meeting on any identified budgetary implications following the EU referendum decision.	Councillor Flanagan	Carol Culley	
Overview Report	-  To include an Item for Information on the Outcomes of the Clean City Fund which considers how the Airport Dividend has been spent and how maximum value for money has been achieved. To include feedback from residents and a breakdown of tenure when considering recycling rates in high rise buildings.	-  Councillor Rahman/ Flanagan	Kate Andrews Sara Todd/Fiona Worrall	Item on Clean City to be shared with members of Neighbourhood s and Environment Scrutiny and Economy Scrutiny.

<b>Thursday 2 February 2017, 10.00am (Report deadline Monday 23 January 2017)</b>				
Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Budget Reports	To receive an update on the Councils Budget options.	Councillor Flanagan	Carol Culley	
ICT Update	The Committee currently receives regular progress updates from ICT. To request that future updates include: information on business transformation, data and information as an asset, information security, and technology innovation including the internet of everything.	Councillor Flanagan	Carol Culley/ Bob Brown	See October 2016 minutes
The Council's Budget Response to the result of the EU referendum	To receive an update at each meeting on any identified budgetary implications following the EU referendum decision.	Councillor Flanagan	Carol Culley	
Overview Report			Kate Andrews	

<b>Monday 20 February 2017, 10.00am (Report deadline Wednesday 8 February 2017)</b>				
<b>*BUDGET SCRUTINY*</b>				
Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Budget Reports	To receive a number of reports detailing the Councils Budget proposals.	Councillor Flanagan	Carol Culley	

<b>Thursday 2 March 2017, 10.00am (Report deadline Monday 20 February 2017)</b>				
Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
The Refurbishment of the Town Hall: Our Town Hall	To receive a further update on the progress prior to Executive.	Councillor Priest	Sara Todd/ Sean McGonigle	Executive Report
Manchester Central	To consider the impact of the closure of the Town Hall on Manchester Central.	Councillor Flanagan	Carol Culley	See minutes July 2016
The Council's Budget Response to the result of the EU referendum	To receive an update at each meeting on any identified budgetary implications following the EU referendum decision.	Councillor Flanagan	Carol Culley	
Overview Report			Kate Andrews	

<b>Items To be Scheduled</b>				
Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
ICT Update	The Committee currently receives regular progress updates from ICT. To request that future updates include: information on business transformation, data and information as an asset, information security, and technology innovation including the internet of everything.	Councillor Flanagan	Carol Culley/ Bob Brown	See July 2014 minutes
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/	See minutes January 2016

			Elaine Heggie	
Ethical Procurement Policy and the implementation of recommendations of the Ethical Procurement Task and Finish Group	To request that should the policy be adopted, a further report is provided to Resources and Governance Scrutiny Committee 6 months after its introduction. To consider in conjunction with an update on the recommendations of the Final Report of the Ethical Procurement Task and Finish Group.	Councillor Flanagan	Ian Brown	See minutes October 2016.
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
Revenues and Benefits Annual Update	To request that future updates include further information on deprivation across the city; and the reasons for any lengthy application processing times.	Councillor Flanagan	Julie Price	See minutes June 2016
Staff Accommodation	To request a future update following the stock condition survey of the operational estate, to include the capacity of buildings to accommodate staff.	Councillor Priest	Julie Roscoe	
ICT: Information and Data Strategy	To request a report be provided on the Information and Data Strategy to the Committee at an appropriate time.	Councillor Flanagan	Bob Brown	See minutes July 2016
Corporate Property Annual Report	To receive the Corporate Property Annual Report	Councillor Priest	Eddie Smith Steve Thorncroft	See minutes September 2016 June 2017 - TBC
ITEM FOR INFORMATION: Business Rates	To request an item for information on the proposals for business rates retention at an appropriate time.	Councillor Flanagan	Carol Culley	See minutes September 2016

ITEM FOR INFORMATION: Corporate Property Annual Report	To request an item for information be provided to the Committee regarding the Council's outsourced property management contract once the re-tendering process is complete.	Councillor Priest	Eddie Smith Steve Thorncroft	See minutes September 2016
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