

**Manchester City Council
Report for Information**

Report to: Resources and Governance Scrutiny Committee – 1 March 2018
Subject: Delivering the Our Manchester Strategy
Report of: Executive Member for Finance and Human Resources

Summary

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

Recommendations

The Committee is asked to note and comment on the report.

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1.0 Introduction

1.1. The Our Manchester Strategy was formally adopted by the council in January 2016 and sets the ambitions for the city for the next ten years, to 2025, for Manchester to be:

- Thriving - creating great jobs and health businesses
- Filled with talent - both home-grown talent and attracting the best in the world
- Fair - with equal chances for all to unlock their potential
- A great place to live - with lots of things to do
- Buzzing with connections - including world-class transport and broadband

1.2. Executive members are collectively and individually responsible for supporting the delivery of the Our Manchester Strategy and for providing political oversight and direction to officers for the better outcomes for Manchester residents. In October, the Executive also published its collective political priorities and those of individual Executive Members, all of which are aligned to the Our Manchester Strategy.

1.3. This report sets out how I as the Executive Member for Finance and Human Resources have sought to deliver these priorities over the last six months and is the second of twice yearly reports to this committee, with reports being submitted to scrutiny committees.

2. Executive Member for Finance and Human Resources

2.1. As Executive Member for Finance and Human Resources, my portfolio includes:

- Councils Finances
- Revenue Budget
- Capital Programs
- Council Tax and Benefits
- Human Resources
- ICT
- Resources, Procurement and Performance

2.2. I continue to be involved in a number of major projects including the Town Hall Transformation, the delivery of the Factory Project and the use of Social Value in procurement and contracts.

2.3. For this year, my main priorities continue to be: -

- Reducing sickness levels amongst council staff
- Fair treatment of our staff
- Value for money
- Ensuring procurement delivers best value for Manchester
- Ensuring the revenue delivers on our promises

- Ensure that the capital programme processes delivers

Progress to date

3. Procurement, Contracts and the Value for Money

- 3.1. The Council's procurements and contract procedures are based on openness, transparency and equality of access to our procurements and contract opportunities
- 3.2. All tenders are advertised on the Council's E-portal known as the Chest which is free to register and it enables suppliers to register once, to gain access to procurement opportunities to over 40 local authorities including Manchester.
- 3.3. Manchester has now streamlined its tender documents to assist all its suppliers with over 85% of our tender documents not requiring any of our companies to pre-qualify before they submit their tenders. This enables more smaller to medium Manchester companies to tender, all the maximum number of price bids to be submitted and thus ensures value for money.
- 3.4. In line with the work of the Task and Finish group about Social Value, we now have a much stronger procurement policy which has a higher weighing for Social Value. This improved policy ensures that all projects must have a minimum Social Value of 20%, has a robust system of promoting more contacts to local Manchester companies, champions small and medium businesses, increases the number of local apprenticeships, improves employment opportunities for Manchester residents and reduces the Council's carbon footprint. This policy also enables companies unable to employ apprentices to have an option to invest in Manchester by contributing financially to a Social Value Fund or engaging in community projects. We are currently exploring the possibility of increasing the minimum of Social Value to be 30%.
- 3.5. All tenders on completion are now the subject of a contract report, which must detail the savings achieved and the Social Value gained through the procurement process. We now intend to develop a reporting process that will provide evidence on what Social Value is delivering through the procurement process. This will include the number of local employment opportunities created, the number of local apprenticeships established, the number of community projects completed, reduction of the council's carbon footprint and how much the Social Value Fund is contributing to the people of Manchester.
- 3.6. I am a member of the Town Hall Transformation Board which is ensuring that our procurement processes and our Social Value policy delivers local apprenticeships, local employment and the ability of small and medium businesses tender parts of the large contract.

4. Human Resources

- 4.1. I continue to attend the Human Resources subgroup committee meetings. At these meetings, I report on the average days lost due to absence.

- 4.2. We have now seen a 22% overall reduction in the use of Agency to fill posts, which offers the opportunity to create full time post and save money.
- 4.3. 108 Apprentices have commenced their training. Corporate Core has exceeded its commitment and recruited 31 apprentices against a commitment of 21.
- 4.4. The number of days lost due to absence is falling, the average is now 0.85 days per FTE, in December 2016 it was 1.11 days giving a total loss of working days by December 2017 as 5441 days.
- 4.5. Although we expect the January figures to be higher with the increase in flu viruses, we hope that this figure will not be as large as last year because we have now introduced a free flu vaccine for all our staff.
- 4.6. I am currently working on a new Employee Health and Wellbeing Strategy which is due to be finalised within the next months. This Strategy outlines the organisations commitments to ensuring Return to Work meetings take place, that there are relevant Monitoring Reviews and that we support our staff when they are off ill.

5. Fair Treatment of our Staff

- 5.1. We continue to align the council workforce with the Our Manchester behaviours and build on engaged workforce.
- 5.2. The About You performance review has been rolled out to provide every member of staff with a conversation about their role, performance, development needs, personal welfare requirements and provide them with support and guidance on their roles.
- 5.3. Following the B heard surgery, there is currently a full evaluation of last year's training, including costs, uptake, budget utilisation, valuation and attendance rates. In parallel to this work half of those in leadership positions have received leadership development training.
- 5.4. The Human Resources department has worked closely with our ICT teams to ensure every member of staff has access to email, intranet communications and training to use our systems.
- 5.5. Our employee assistance programme was put into place within 24 hours of the Arena attack. This provided structured trauma debriefs for those who attended the scene and those involved in the aftermath of the attack. This support continues to be offered to any of our staff effected.
- 5.6. I have personally visited staff in, Revenue and Benefits, Capital Programs, Coroners, Registrars and Growth and Neighbourhood, to meet them and understand what their experiences are working for the Council.

6. Budget

- 6.1. Having set a three year budget in March, we now have to deliver the cuts Government has forced on the Council. We have extensively consulted with our residents, our partners and council staff regarding these Government cuts and so it is extremely important that we now demonstrate that we have listened to them and are putting into action what they have asked us. This can be demonstrated through our capital investment programmes for example our highways improvement programme.
- 6.2. To strengthen our drive to improve value for money, our constitution requires that all departments consult with corporate procurement prior to commencement of any procedure over £30,000. Our systems provide full visibility of expenditures and it gives the council the opportunity to challenge and support departments making purchases. The links across the Council enables commercial enterprises and support when renegotiating contracts and specifications, which in turn helps us to meet our budget savings.
- 6.3. I have chair numerous budget challenge meetings. These have become crucial in holding directorates to account so that they are able to maintain their spending within their allocated budget. Areas that have come under significant pressure because of National Government underfunding are Adult Social Care and Children Services.