



Resources and Governance Scrutiny Committee

Date: Tuesday, 18 June 2019

Time: 10.00 am

Venue: Council Antechamber, Level 2, Town Hall Extension

This is a **Revised Supplementary Agenda** containing an additional item of business (Item 16) that was not listed on the original agenda and additional information about the business of the meeting that was not available when the agenda was published.

Please note also the revised order of business.

Access to the Council Antechamber

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Membership of the Resources and Governance Scrutiny Committee

Councillors - Russell (Chair), Ahmed Ali, Andrews, Battle, Clay, Davies, Lanchbury, Moore, O'Neil, B Priest, A Simcock, Stanton and Wheeler

Revised Agenda

1. Urgent Business

To consider any items which the Chair has agreed to have submitted as urgent.

2. Appeals

To consider any appeals from the public against refusal to allow inspection of background documents and/or the inclusion of items in the confidential part of the agenda.

3. Interests

To allow Members an opportunity to [a] declare any personal, prejudicial or disclosable pecuniary interests they might have in any items which appear on this agenda; and [b] record any items from which they are precluded from voting as a result of Council Tax/Council rent arrears; [c] the existence and nature of party whipping arrangements in respect of any item to be considered at this meeting. Members with a personal interest should declare that at the start of the item under consideration. If Members also have a prejudicial or disclosable pecuniary interest they must withdraw from the meeting during the consideration of the item.

4. Minutes

Minutes of the meeting held on 7 March 2019 – **Previously Circulated**

4a. Minutes of the HR Sub Group

Minutes of the HR Sub Group held on 21 February 2019 – **Previously Circulated**

4b. Minutes of the Ethical Procurement Sub Group

Minutes of the Ethical Procurement Sub Group held on 21 February 2019 – **Previously Circulated**

5. Strategic Acquisition in the Northern Gateway (Part A)

7 - 12

Report of the Strategic Director (Development) attached

This report summarises the context and benefits associated with the provision of a commercial loan facility to Far East Consortium International Limited (FEC) to support strategic land acquisition as part of the Northern Gateway programme.

6. Call In: Extension to the Joint Venture Agreement with NCP for the Management and Maintenance of NCP and MCC car parks

13 - 14

The decision of the Chief Executive on 21 May 2019 has been called in Councillors Wheeler, Douglas, Lyons, Johns and Jeavons in accordance with paragraph 13.3 of the Scrutiny Procedure Rules.

The terms of the call in are:

“The Joint Venture (JV) covers sites of particular strategic and local

interest for city centre councillors and it is inappropriate to tie them up for a further 18-24 months at a time of rapid change for our city without proper analysis.

- *Having asked for information of the revenue raised by this JV, this information has not been forthcoming.*
- *Having asked for information on the governance structure of the JV, this information has not been forthcoming.*
- *Having asked for information regarding the security of these sites, given specific issues of criminality reported to city centre councillors by residents, this information has not been forthcoming;*
- *No case has been presented as to why this agreement, which has run for twenty years, was not renegotiated for the deadline, subject to proper scrutiny; and*
- *No case has been presented as to why this situation will have changed in 18-24 months.*

As such, City Centre Councillors believe further scrutiny is required”

A copy of the Decision Notice is attached.

Members of the Committee are asked to consider whether or not they will refer the decision back to the decision maker for reconsideration.

- | | | |
|---|--|---------|
| 6a. | Officer Report - Extension to the Joint Venture Agreement with NCP for the management and maintenance of NCP and MCC car parks
Report of the Strategic Director, Neighbourhoods attached | 15 - 20 |
| This report provides background to the reason the decision was taken to extend the Joint Venture agreement with NCP and addresses the points raised in the Call In. | | |
| 6b. | Call In Protocol (for Information)
The Council's Call In Protocol is attached for information | 21 - 24 |
| 6c. | Call In Guidance for questioning witnesses (for information)
The Council's Call In guidance is attached for information | 25 - 26 |
| 7. | Review of the Council's Capital Outturn position 2018/19 and Revised Capital Programme for 2019/20
Report of the City Treasurer (Deputy Chief Executive) – Previously Circulated | |
| 8. | Update on Capital Projects
Report of the City Treasurer (Deputy Chief Executive), the Strategic Director (Development), the Head of City Centre Growth & Regeneration Team, the Director of Capital Programmes and the Head of Work and Skills attached. | 27 - 34 |

This report provides an update on the progress of four capital projects

against the agreed costs, specifically The Factory, Manchester College, Central Retail Park and Life Sciences Development.

- 9. Update on Highways Maintenance Capital projects**
Report of the Director of Operations (Highways) – **Previously Circulated**

- 10. Living Wage Accreditation**
Report of the City Treasurer (Deputy Chief Executive) – **Previously Circulated**

- 11. Re-establishment of the Human Resources Sub Group**
Report of the Governance and Scrutiny Support Unit – **Previously Circulated**

- 12. Re-establishment of the Ethical Procurement and Contract Management Sub Group**
Report of the Governance and Scrutiny Support Unit – **Previously Circulated**

- 13. Overview Report** 35 - 60
Report of the Governance and Scrutiny Support Unit attached

This report provides the Committee with details of key decisions that fall within the Committee's remit and an update on actions resulting from the Committee's recommendations. The report also includes the Committee's work programme, which the Committee is asked to amend as appropriate and agree.

- 14. Exclusion of Press and Public**
The officers consider that the following item contains exempt information as provided for in the Local Government Access to Information Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. The Committee is recommended to agree the necessary resolutions excluding the public from the meeting during consideration of this item.

- 15. Strategic Acquisition in the Northern Gateway (Part B)** 61 - 80
Report of the Strategic Director (Development) attached

- 16. Officer Report - Appendices to Extension to the Joint Venture Agreement with NCP for the management and maintenance of NCP and MCC car parks** 81 - 84
(Public Excluded)

These appendices are to be considered in conjunction with the report provided at item 6(b) on the agenda.

Information about the Committee

Scrutiny Committees represent the interests of local people about important issues that affect them. They look at how the decisions, policies and services of the Council and other key public agencies impact on the city and its residents. Scrutiny Committees do not take decisions but can make recommendations to decision-makers about how they are delivering the Manchester Strategy, an agreed vision for a better Manchester that is shared by public agencies across the city.

The Economy Scrutiny Committee has responsibility for looking at how the city's economy is growing and how Manchester people are benefiting from the growth.

The Council wants to consult people as fully as possible before making decisions that affect them. Members of the public do not have a right to speak at meetings but may do so if invited by the Chair. If you have a special interest in an item on the agenda and want to speak, tell the Committee Officer, who will pass on your request to the Chair. Groups of people will usually be asked to nominate a spokesperson. The Council wants its meetings to be as open as possible but occasionally there will be some confidential business. Brief reasons for confidentiality will be shown on the agenda sheet.

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Smoking is not allowed in Council buildings.

Joanne Roney OBE
Chief Executive
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Further Information

For help, advice and information about this meeting please contact the Committee Officer:

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This revised agenda was issued on **Friday, 14 June 2019** by the Governance and Scrutiny Support Unit, Manchester City Council, Level 3, Town Hall Extension (Mount Street Elevation), Manchester M60 2LA

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**Manchester City Council
Report for Resolution**

Report to: Resources and Governance Scrutiny Committee – 18 June 2019
Executive – 26 June 2019

Subject: Strategic Acquisitions in the Northern Gateway

Report of: Strategic Director (Development)

Summary

This report summarises the context and benefits associated with the provision of a commercial loan facility to Far East Consortium International Limited (FEC) to support strategic land acquisition as part of the Northern Gateway programme. Commercially sensitive content, including the draft Heads of Terms is included within the Part B report attached to this agenda item.

Recommendations

The Resources and Governance Scrutiny Committee is invited to comment on the report and endorse the recommendations to the Executive as detailed below.

The Executive is recommended to: -

1. Note the content of this report and the proposed approach to facilitating strategic land acquisitions within the Northern Gateway SRF area.
2. Note that the proposals to provide a term loan Facility to Far East Consortium the details of which are set out in the separate Part B Report.

Wards Affected

Piccadilly; Cheetham; Harpurhey; Miles Platting and Newton Heath

Manchester Strategy outcomes	Summary of the contribution to the strategy
A thriving and sustainable city: supporting a diverse and distinctive economy that creates jobs and opportunities	The Northern Gateway will expand the city centre in a northern direction establishing sustainable mixed-use neighbourhoods including new jobs and employment opportunities.
A highly skilled city: world class and home grown talent sustaining the city's economic success	The Northern Gateway will provide direct employment opportunities and also meet the demand for housing from residents who wish to live close to the skilled employment opportunities located in and around the Regional Centre.
A progressive and equitable city:	Development of the Northern Gateway offers the

making a positive contribution by unlocking the potential of our communities	potential to deliver on the objectives of the Manchester Residential Growth Strategy and meet the growing demand for high quality new housing in the City.
A liveable and low carbon city: a destination of choice to live, visit, work	The Northern Gateway development opportunities will support the delivery of new residential developments using state of the art technologies and low carbon construction methods.
A connected city: world class infrastructure and connectivity to drive growth	The master-planning of new neighbourhoods within the Northern Gateway will include traffic and transport planning, ensuring that various modes of transport (car, bus, rail, Metrolink, cycle, and walk) are provided for.

Full details are in the body of the report, along with any implications for

- Equal Opportunities Policy
- Risk Management
- Legal Considerations

Financial Consequences – Revenue

There are no immediate revenue consequences at this stage of the process.

Financial Consequences – Capital

As part of the Council's Capital Programme budget 2017-2022, £25m has been allocated to promote residential growth in the Northern Gateway through land assembly and the provision of core infrastructure. This funding will be utilised alongside capital investment capability generated by the Housing Revenue Account to partly fund an initial phase of development activity in Collyhurst. Detailed funding proposals, for the release of all capital expenditure, will be subject to approval through the Capital Strategy checkpoint process.

Contact Officers:

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Name: Carol Culley
Position: Deputy Chief Executive and City Treasurer
Telephone: 0161 234 3530
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Name: Fiona Ledden
 Position: City Solicitor
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Background documents (available for public inspection):

The following documents disclose important facts on which the report is based and have been relied upon in preparing the report. Copies of the background documents are available up to 4 years after the date of the meeting. If you would like a copy please contact one of the contact officers above.

- Northern Gateway: Implementation and Delivery, Executive, 13 February 2019
- Northern Gateway Strategic Regeneration Framework, Executive, 13 February 2019
- Residential Growth Strategy: Action Plan Update, Economy Scrutiny Committee, 9 January 2019
- Manchester's Affordable Housing Strategy - Proposed New Affordable Housing Policies for The Council, Executive, 12 December 2018
- Northern Gateway Draft Strategic Regeneration Framework Update, Executive, 25 July 2018
- The Northern Gateway - Progress Update, Executive, 7 March 2018
- The Northern Gateway – Driving Forward Residential Growth, Executive, 8 March 2017
- Northern Gateway – Driving Forward Residential Growth on the Northern Edge of the City Centre, Executive, 9 September 2015
- Manchester Residential Growth Strategy and Action Plan 2016/17, Executive, 2 March 2016

1.0 Introduction

- 1.1 Manchester City Council entered into a Joint Venture (JV) with the Far East Consortium (FEC) in April 2017 for the comprehensive redevelopment of the Northern Gateway for housing and ancillary development. As part of the delivery arrangements, the Council and FEC established a JV company, Northern Gateway Operations Limited (OpCo), to have strategic input into and oversight of the development of the Northern Gateway.
- 1.2 On 13 February 2019, the Executive formally approved the SRF for the Northern Gateway, a 155 Hectare land area made up of the adjacent neighbourhoods of New Cross, the Lower Irk Valley and Collyhurst and where the opportunity exists to deliver up to 15,000 new homes over a 15 - 20 year period.
- 1.3 In advance of this major milestone being reached the JV has been preparing an infrastructure strategy with a specific emphasis on unlocking development sites over an initial 5-year period. Work is also nearing conclusion on the production of a Strategic Business Plan, including detailed financial modelling, which will be used to guide investment and underpin the sequencing of development.
- 1.4 A key component to all of this is a clear strategy with regards to land assembly. As part of the JV agreement FEC will, as the appointed Development Manager, be required to assemble further sites for development. It is critical to the JV that the Partnership owns a sufficient area of land to ensure that coherent development plots can be identified and a series of initial planning applications are prepared and submitted as soon as possible.

2.0 Commercial Loan Proposal

- 2.1 There are some areas within the Northern Gateway area, most notably within the Phase 1 development area, where the JV partners will be seeking to make strategic land acquisitions to facilitate comprehensive development activity. FEC have already acquired two sites within the area since formation of the JV and Heads of Terms have been agreed for a third large site.
- 2.2 Given the potential upfront costs associated with acquiring sites for future development, the parties have explored opportunities for a co-investment arrangement. It is proposed that co-investment in land assembly will be in the form of a commercial loan set at a rate of interest acceptable to both parties and which would be State Aid compliant.
- 2.3 The co-investment in land assembly via a fully recoverable commercial loan provides the following benefits:
 - Significant land assembly can be acquired in the Lower Irk Valley and New Cross in order to fully realise the Northern Gateway opportunity and deliver the level of housing growth anticipated;

- Co-investment will provide confidence to our JV partner, especially given the long term approach that they will need to take to generating commercial returns;
- Co-investment will allow FEC to stretch their own capital outlay further, supporting a range of other activities associated with delivering the Northern Gateway vision;
- The outlay secures developable sites which stands to benefit the Council financially in accordance with the “waterfall” terms of the JV Agreement;
- The alternative approach to land assembly is that the Council buys sites itself and passes them into the JV at a time when FEC are able to develop them. This will be a more expensive and riskier option, as land values could fall in the interim, plus we would have to bear holding costs.
- The loan enables the Council’s capital commitment to be ‘go further’ as it will be recovered (with interest) and can be recycled back into other Northern Gateway workstreams;

2.4 The loan would be expected to be provided on a maximum loan-to-value rate of 50% with the Council having first charge on the land in order to protect its position and with a parent company guarantee provided by FEC. The loan would be funded through the £25m allocated to Northern Gateway activity as part of the 2017-2022 Capital Strategy. The loan approach has the potential to facilitate delivery of the same, if not greater, quantity of new homes at considerably lower risk, than if the Council were to acquire the land directly.

2.5 To ensure that the JV can make progress in implementing development activity, aligned to the projected infrastructure interventions, land acquisitions must move at pace. This will allow FEC to submit a planning application and start on site with the first development in 2019/20.

3.0 Concluding Remarks

3.1 The provision of a commercial loan facility to support the acquisition of additional sites for the purposes of bringing forward comprehensive development and regeneration of the Northern Gateway is considered to be a sensible option for the reasons as set out above.

3.2 Commercially sensitive content, including the draft Heads of Terms, is included within the Part B report attached to this agenda item.

4.0 Contributing to the Our Manchester Strategy

4.1 (a) A thriving and sustainable city

The Northern Gateway will expand the City Centre in a northern direction establishing sustainable mixed-use neighbourhoods including new jobs and employment opportunities.

4.2 (b) A highly skilled city

The Northern Gateway will provide direct employment opportunities and also meet the demand for housing from residents who wish to live close to the skilled employment opportunities located in and around the Regional Centre.

4.3 (c) A progressive and equitable city

Development of the Northern Gateway offers the potential to deliver on the objectives of the Manchester Residential Growth Strategy and meet the growing demand for high quality new housing in the city.

4.4 (d) A liveable and low carbon city

The Northern Gateway development opportunities will support the delivery of new residential developments using state of the art technologies and low carbon construction methods.

4.5 (e) A connected city

The development of new neighbourhoods within the Northern Gateway will include traffic and transport planning ensuring that various modes of transport (car, bus, rail, Metrolink, cycle, and walk) are provided for.

5.0 Key Policies and Considerations

5.1 (a) Equal Opportunities

A key aim of the Northern Gateway is to deliver residential led development providing a significant number of high quality homes and alongside commercial development. This will both meet increasing levels of demand for housing within the regional hub and create new city centre employment opportunities.

5.2 (b) Risk Management

The risks associated with the project will be managed by the Strategic Development Team using the Manchester Method Project Management methodology. Risks will be escalated and decisions made in accordance within the agreed governance structure.

5.3 (c) Legal Considerations

The Council's legal team will continue to support and advise the project team. All activity, including the development of the commercial loan facility agreement and the implementation of initial phases of delivery in the Northern Gateway SRF area will include full input and support from representatives of the City Solicitor, augmented by external legal advice as and when necessary to ensure that arrangements are put in place which sufficiently protect the Council, and comply with all legislative requirements.

Decision taken

Made by an Executive Member or Chief Officer



**MANCHESTER
CITY COUNCIL**

Notice of Decision Made

Decision maker	Chief Executive
Date of decision	1 st April 2019
What is the decision?	To enter into an agreement with NCP to extend the existing arrangements with the company, which is due to end in June 2019, for an 18 month period, i.e. to the end of December 2020) with the ability to further extend the agreement for a further six months on a rolling basis if necessary, pending completion of the review of the future strategy for surface and multi-storey car parks.
Reasons for the decision (but excluding any exempt or confidential information)	<p>In 1999, the JV contract with NCP created a wholly owned company, NCP Manchester Ltd, (NML) with a 55%/45% shareholding to NCP/MCC respectively, to manage and maintain those car parks listed in the JV Agreement. The JV Agreement was for 20 years and did not include an extension clause in the Agreement. As a result the current Agreement will come to an end in June 2019.</p> <p>The car parks in the JV Agreement include a mixture of NCP and MCC owned/rented sites, and include multi-storey and surface car parks. The JV Agreement is a Management and Maintenance Agreement to allow NCP Manchester Ltd to operate and maintain both NCP and MCC car parks.</p> <p>Procurement colleagues advise that while the formal JV contract cannot be extended, the Concession Contracts Regulations 2016, regulation 43 could be used as it allows for the modification of contracts during their term under certain specific criteria.</p> <p>An agreement could therefore be entered into with NCP to extend an arrangement with the company for a defined and limited period. This would enable to Council to carry out important tasks that are necessary to bring the current contract to a satisfactory conclusion and would enable the Council to define more clearly what would be required from a future contract.</p> <p>Officers have considered what an appropriate period for the agreement would be that enables the necessary work to be undertaken while enabling a new tender to be issued and alternative arrangements to be put in place as soon as possible. The conclusion is that while it would be legally feasible to enter into an agreement for any</p>

	length of time from one to three years, and extension for eighteen months until December 2020 would provide the right balance between setting new arrangements in place as quickly as possible and the need to carry out the necessary preparatory work Officers are also asking for agreement for the new agreement to be extended for further six month periods on a rolling basis if this is necessary to complete the review of the future strategy for surface and multi-storey car parks.
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Alternatives considered and rejected	
Interests Declared	None
Officer contact details For any further information	Name: Steve Robinson, Director of Highways (Operations) Tel: 34828 Email: steve.robinson@manchester.gov.uk

Register of Key Decisions

Register of Key Decisions Reference	2018/12/14A
OR – if not published in the Register of Key Decisions	
Reasons for special urgency such that this was not published in a Register of Key Decisions	N/A

Scrutiny Call In

Call-in deadline	4pm on Wednesday 29 May 2019
OR – if Exempt from Call-in	
Advice as to how any delay would seriously prejudice the legal or financial position of the Council	
Scrutiny Chair who agreed the urgency	

Date this notice was published	21 May 2019
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**Manchester City Council
Report for Decision**

Report to: Resources and Governance Scrutiny Committee – 18 June 2019

Subject: Extension to the Joint Venture Agreement with NCP for the management and maintenance of NCP and MCC car parks

Report of: Fiona Worrall, Strategic Director, Neighbourhoods

Summary

A Key Decision was published on 21 May 2019 to extend the current joint venture with NCP to manage the city car parks. Concern has been expressed by city centre members about the process and requests made for some information which is provided in this report. Whilst the information requested was supplied there was insufficient time for the level of detail to be provided that is contained in this report.

Recommendations

In determining the Call In, the Committee has the following options available:-

1. To support the original decision; or
 2. To refer back to the Decision Taker (with or without recommendations)
-

Wards Affected: Piccadilly and Deansgate

Contact Officers:

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Background documents (available for public inspection):

The following documents disclose important facts on which the report is based and have been relied upon in preparing the report. Copies of the background documents are available up to 4 years after the date of the meeting. If you would like a copy please contact one of the contact officers above.

Key Decision : Extension to the Joint Venture Agreement with NCP for the management and maintenance of NCP and MCC car parks published 21 May 2019

1. Introduction

- 1.1. In 1999, the JV contract with NCP created a wholly owned company, NCP Manchester Ltd, (NML) with a 55%/45% shareholding to NCP/MCC respectively, to manage and maintain those car parks listed in the JV Agreement. The JV Agreement was for 20 years and did not include an extension clause in the Agreement. As a result, the current Agreement will come to an end in June 2019.

2.0 Background

- 2.1. The car parks in the JV Agreement include a mixture of NCP and MCC owned/rented sites, and include multi-storey and surface car parks. The JV Agreement is a Management and Maintenance Agreement to allow NCP Manchester Ltd to operate and maintain both NCP and MCC car parks.
- 2.2. Procurement colleagues advise that while the formal JV contract cannot be extended, the Concession Contracts Regulations 2016, regulation 43 could be used as it allows for the modification of contracts during their term under certain specific criteria.
- 2.3. An agreement could therefore be entered into with NCP to extend an arrangement with the company for a defined and limited period. This will enable the Council to carry out important tasks that are necessary to bring the current contract to a satisfactory conclusion and define more clearly what would be required from a future contract.
- 2.4. Officers have considered what an appropriate period for the agreement would be that enables the necessary work to be undertaken before a new tender is issued that reflects a new agreed strategy for the provision and management of car parking and car parks within the City. It is legally feasible to enter into an agreement for any length of time from one to three years. An extension for eighteen months until December 2020 provides the right balance between setting new arrangements in place as quickly as possible and the need to carry out the necessary preparatory work.
- 2.5 The call in request covered a number of points that are addressed below.
- 2.6 ***The Joint Venture (JV) covers sites of particular strategic and local interest for city centre councillors and it is inappropriate to tie them up for a further 18-24 months at a time of rapid change for our city without proper analysis***
 - 2.6.1 The extension has the same conditions as the original contract which enables the car parks included by each party in the arrangement to be varied during the agreement. The extension does not therefore hinder the Council in any decision making around its car parking stock in the city centre.
 - 2.6.2 It is agreed that the city centre is changing and that is the reason for the extension as it will allow for clarity to be developed about how that change

might be managed. In order to support decision making a parking expert has been engaged to provide strategic advice. That advice will be fed into whatever new arrangements follow the extension period.

- 2.6.3 All current research suggests that technological advancements in vehicles and communications over the next 5 to 10 years will be greater than we have seen over the past 80 years, as such it is essential that we properly plan how car parking can be a key driver to both facilitate change (eg air quality) and address the new demands of the changing technology.

2.7 *Revenue raised by this JV*

- 2.7.1 This information is given in Appendix 1
- 2.7.2 The income received from the Joint venture is included as part of the Council's revenue budget.

2.8 *The governance structure of the JV*

- 2.8.1 The Joint Venture is managed through a Board consisting of board members from both NCP and the Council and that arrangement is detailed in the joint venture contract. The Board meets quarterly. The JV board has up to 10 directors, 8 of which come from NCP and 2 of which come from MCC and some positions can be vacant. The MCC representative is Councillor Stogia and a Director vacancy which is currently being filled. Meetings are quorum where there is 1 Director present from each side and the Chair has the casting vote.
- 2.8.2 There is both a Strategic Parking Board and an Operational sub-group in place to both govern the existing contract and oversee the replacement of the JV with an alternative arrangement. The Senior Responsible Officer for the work is the Strategic Director for Strategic Development and the Board consists of membership from Legal, Finance, Procurement, Highways, Property and Strategic Development teams

2.9 *The security of these sites*

- 2.9.1 The security of the car parking estate is considered from a number of perspectives and is a key consideration of the JV Board.
- 2.9.2 Employees of the JV attend the City Centre Integrated Neighbourhood Meetings on a weekly basis, and the Cityco Crime Prevention Panel on a quarterly basis where Car Park Security is regularly discussed in conjunction with MCC and GMP Officers. Security is a standing item on the JV Board and were advised when it last met on 29th April 2019 that in the last quarter, there had been 58 incidents of Car Crime, which was a reduction of 21 on the previous quarter. Other security items discussed by the board were Urban Explorers accessing buildings inappropriately and 3 successful suicide interventions during the quarter.

2.9.3 The JV have recently confirmed a £400k investment on the ongoing installation of gates and shutters to reduce anti social behaviour and crime. Car parks at Northern Quarter, Printworks and King Street have been completed and security shutters are planned for installation by July at Oxford Street, Palace and Chester Street.

2.9.4 JV representatives also regularly attend:-

- Crime Prevention Panel
- GMP neighbourhood meeting
- Manchester business crime reduction – Cityco
- Anti Social Behaviour Action Team meetings
- Engagement with Barnabus charity to help tackle issues with drug use/rough sleeping
- Engagement and staff training with the Samaritans to support suicidal individuals
- Engagement with needle exchange/rough sleeping services

2.10 *Why this agreement, which has run for twenty years, was not renegotiated for the deadline, subject to proper scrutiny; and No case has been presented as to why this situation will have changed in 18-24 months*

2.10.1 There had previously been a working assumption that any replacement arrangements would be a like for like replacement to the existing contract involving the maintenance and management of car parks only. However, once work began on the new contract it became evident that other potentially better arrangements were possible brought about by changes in technology (vehicles, communications, payment, etc) and transformational (city centre living, air quality, big data, etc) that had not been seen in a generation and a lot more work would be required to develop something that reflected those changes and took advantage of emerging opportunities.

2.10.2 There is a programme of work in place to secure a new arrangement following the extension period and to shape the long term strategy for car parking in the City. Parking experts have been commissioned to advise in respect of best practice, options for the replacement of the current JV and the long term strategy. The details will be subject to consultation with members.

2.11 There was another question which was raised at the same time during the call in period but did not form part of the call in request in relation to usage. For completeness this information is contained in Appendix 2

3.0 Recommendations

3.1 The recommendations are set out at the front of this report.

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**MANCHESTER
CITY COUNCIL**

CALL-IN PROTOCOL

1. Purpose of Call-In and the Protocol

- 1.1. The purpose of the Call-In process is to identify issues, explore them fully and make informed recommendations based upon a proper consideration of all relevant issues.
- 1.2. It is vital that a Call-In is perceived to be not only searching and transparent but also equitable, fair and not oppressive. All stakeholders and parties to the process must feel that they have been fairly treated. If they do not then the process and any recommendations arising from it will be diminished.
- 1.3. A well conducted Call-In process should make everyone feel that they have contributed rather than just been questioned.

2. The Decision to Call-In

- 2.1. The right to Call-In applies to a decision made by the Executive or a Key Decision taken by an Officer under delegated authority.

A matter in which the final decision falls to the full Council is not subject to the call-in provisions.

Call-in provides an opportunity for Scrutiny Members to understand the process underlying the making of a decision and consider whether all relevant issues were given due consideration.

It is not a form of appeal against a decision which has been properly made or a forum for a case to be argued for a different decision.

- 2.2. Records of Decisions are published, normally within 2 days of the decision being made and they may not to be implemented until the expiry of five working days after the publication of the Decision Notice.

During that five-day period the Chair of the relevant Scrutiny Committee, or five Members of the Council may request a Call-In.

There are urgency exceptions to the right to Call-In. The Chief Executive will endeavour to assist Members of the Committee in requests for information about decisions which could be the subject of a Call-In.

- 2.3 A decision may not be called-in if the Committee has already made recommendations to the Decision Taker and those recommendations have been accepted by the Decision Taker either in whole or without significant addition or modification.

3. What is required when a Call In is made?

- 3.1. The written notification of a Call-In shall specify reason(s) for the Call-In and any specific matters it seeks to see addressed, to assist the Decision Taker and Committee Members in preparing for the Committee Meeting.
- 3.2. Once a decision to Call-In has been properly taken then the item will be placed on the agenda for the next meeting of the relevant Scrutiny Committee.
- 3.3. The relevant Chief Officer and/or Exec Member shall have the right to attend the meeting to explain the reason for the decision and to respond to comments made at the meeting.

4. Issues to be addressed before the Scrutiny Committee Meeting

- 4.1. The Decision Taker will be invited to submit a written statement for consideration by the Committee. The written statement will specify the decision, the reasons for it and all matters/factors taken into account in making the decision.
- 4.2. The Decision Taker must be able to call in support whomsoever they feel appropriate. The Decision Taker shall notify the Chair as soon as reasonably possible of the witnesses they wish to be called in support of the decision and any such persons shall be called as witnesses, if the Chair considers it appropriate to do so.
- 4.3. In addition to that the Scrutiny Committee will have a view about who they wish to interview.

When a decision to Call-In is taken at Committee then the Committee can indicate simultaneously who they wish to interview.

Where the decision is taken outside the Committee it might not be realistic to have another Committee meeting to decide who to interview. In these circumstances the Chair shall consult with those Members who were party to the Call-In as to whether any additional witnesses are to be called and any nominations made by Members on that consultation may be called as witnesses, if the Chair considers it appropriate to do so.

- 4.4. Where any person called to be a witness is unable or unwilling to attend on the required date, then the Chair of the Scrutiny Committee shall either:
 - if the person is a Member of the Executive or an Officer, insist on the Member/Officer's attendance on the required date; or
 - if the Member or Officer is willing to attend on an alternative date, amend the original request to attend by deciding to arrange an alternative date for attendance; or
 - amend the original request to attend by deciding to accept a substitute Member, Officer or other person to attend on the original required date; or
 - revoke the original request to attend and decide that the Scrutiny Committee shall proceed with the review of the decision in the absence of the Member, Officer or other person or a substitute.

- 4.5. The Decision Taker's statement should be published with the agenda of the meeting at which interviews are to take place. It should be an open item unless there are valid press exclusion reasons. Where a decision has been treated as a press excluded item previously then advice will be given upon the relevant issues for the Committee to consider as to whether there are valid press exclusion reasons.
- 4.6. If the Chief Executive or the City Solicitor believes that dealing with a Call-In as an open item could cause any Officer to publicly disclose any matter which would be prejudicial to the Council, or prejudicial to a third party or in breach of a duty of confidentiality, then either of them may instruct the Officer to give such evidence only in the press and public excluded part of the meeting.

5. Process

- 5.1. All those to be interviewed should be present throughout but seated away from the Committee.

It is important that when someone is interviewed they have a full understanding of the Committee's concerns and what other interviewees have said. If someone is not present throughout then they will be disadvantaged in this regard. The process will not have been fair to them and their contribution will be diminished as will any decision of the Committee. There may be some interviewees whose involvement is peripheral and who may leave after interview if they wish and the Committee agrees.

- 5.2. If appropriate legal and financial advice should be given and considered.
- 5.3. The proposer of the Call-In may if he/she wishes make a presentation outlining his/her main concerns to help focus issues.

This should concentrate on any perceived deficiencies in the process by which the decision was made, and whether all relevant issues were taken into account and given due weight; **it should not be simply be an argument for an alternative decision to be made.**

- 5.4. Interviewees are to be called to the Committee table one at a time and allowed to make a presentation of up to 5 minutes without interruption. Thereafter Members of the Committee may ask questions.

The questions must be courteous and relevant. If an interviewee does not possess knowledge or information to answer a question then he or she must not be pressed.

- 5.5. At the conclusion of each interview the interviewee should be asked if there is anything he/she wishes to add/clarify and should be allowed so to do.
- 5.6. At the conclusion of all interviews all interviewees should be asked if they wish to add or clarify anything and should be allowed so to do.
- 5.7. The Committee will consider all relevant matters, debate the issues and decide which of the resolutions it wishes to adopt set out in paragraphs 13.7, 13.8 and 13.9 of the Scrutiny Procedure Rules, those being:-

- i. To support the original decision;
- ii. To refer back to Decision Taker (with or without recommendations); or
- iii. To refer to Council (this is only applicable if the decision is contrary to the policy framework or contrary to or not wholly in accordance with the budget).

5.8 If referred back to the Decision Taker they shall then reconsider and may amend the decision or not, before adopting a final decision which will come into effect immediately.

5.9 If the Scrutiny Committee does not refer the decision back to the Decision Taker, the decision shall take effect on the date of the scrutiny meeting.

6. Call in and Urgency

6.1 The call-in procedure shall not apply where the decision being taken is considered urgent. A decision will be urgent if any delay likely to be caused by the call-in process would seriously prejudice the legal or financial position of the Council or the interests of the residents of Manchester.

6.2 The record of the decision, and the notice by which it is made public shall state whether in the opinion of the decision making person or body (having considered the advice of the Head of the Paid Service and/or the Monitoring Officer and/or the Chief Finance Officer), the decision is an urgent one, and therefore not subject to call-in.

6.3 The Chair of a relevant scrutiny committee must agree both that the decision proposed is reasonable in all the circumstances and to it being treated as a matter of urgency.



**MANCHESTER
CITY COUNCIL**

GUIDANCE FOR QUESTIONING OF WITNESSES ON CALL-INS

The purpose of a Call-In is to ensure that there is an efficient and effective scrutiny of decisions. For this to be achieved not only must all relevant information be available for the Committee, but Members in questioning witnesses should make the best use of the opportunity by focusing on the relevant issues.

Unless all relevant information is disclosed in an appropriate Executive report, then witnesses should endeavour to prepare, for prior circulation to Members, a statement of the relevant information.

To assist witnesses Members should, in calling-in a matter, be as clear as possible as to the issues that they are concerned with.

Members involved in the Call-In are consulted on the appropriate witnesses and Members may wish to advise them in advance of particular issues they wish to raise or documents which they wish to refer to.

Officer/Member Protocol

The Protocol on relations between Members and officers stresses that for the effective conduct of business there must be mutual respect in all meetings and contact between Members and officers. In particular

- Members and officers should apply the rules of common courtesy to each other
- Members should be aware that officers are constrained in the response they may give to public comments by Members
- Members should not abuse officers and should not seek to undermine an officer's position by abuse, rudeness or ridicule.

This in no way reduces the Members' proper right and duty to criticise reports, actions and work of any department or section of the Council with the belief that such criticism is merited.

Call-In Protocol

The Call-In Protocol confirms

- Questions must be courteous and relevant
- If an interviewee does not possess knowledge or information to answer a question then he or she must not be pressed
- At the conclusion of each interview the interviewee should be asked if there is anything he or she wishes to add/clarify and should be allowed to do so

General Advice on Questioning

The following points should be borne in mind by Members in order that the debate and questioning can be focused and effective

- The purpose of the interview is to ask questions of interviewees and not to make statements. Interviewees are under no obligation to respond to statements not properly phrased as questions
- Little is gained by Members asking questions which are clearly already answered in either a report or statement already given
- Members are encouraged not to repeat questions asked either by other Members or indeed by the same Member
- The questions must be relevant to the concerns raised and should be aimed at gaining information which will assist enabling the Committee to make the appropriate decision
- The simpler and more direct that the question is then the more likely it is that an interviewee will answer directly
- If all relevant information has been obtained from a witness following questioning by other Members then Members can feel free to refrain from asking further questions as there is no obligation to ask questions.
- Purely rhetorical questions should be avoided
- If information has been obtained from one witness, there may be little point in asking the same questions of another witness

**Manchester City Council
Report for Information**

Report to: Resources and Governance Scrutiny Committee – 18 June 2019

Subject: Update on Major Capital Projects

Report of: The City Treasurer (Deputy Chief Executive)
The Strategic Director (Development)
The Head of City Centre Growth & Regeneration Team
The Director of Capital Programmes
The Head of Work and Skills

Summary

This report provides an update to the Committee on the progress of four capital projects against the agreed costs, specifically The Factory, Manchester College, Central Retail Park and Life Sciences Development.

Recommendations

The Committee is asked to note this report.

Wards Affected: All

Alignment to the Our Manchester Strategy Outcomes (if applicable):

Manchester Strategy outcomes	Summary of how this report aligns to the OMS
A thriving and sustainable city: supporting a diverse and distinctive economy that creates jobs and opportunities	The capital projects within this report contribute to various areas of the economy including investment in major regeneration activities, environmental and cultural services.
A highly skilled city: world class and home grown talent sustaining the city's economic success	Capital projects provide opportunities for the construction industry to bid for schemes that could provide employment opportunities at least for the duration of contracts.
A progressive and equitable city: making a positive contribution by unlocking the potential of our communities	The capital projects within this report include investment in major regeneration activities, the environment, and cultural services, all of which contribute towards the strategy.
A liveable and low carbon city: a destination of choice to live, visit, work	Investment in all areas of the capital programme contributes towards this community strategy, notably the investment in environmental and major regeneration programmes.

A connected city: world class infrastructure and connectivity to drive growth	Through investment in ICT and the City's infrastructure of road networks and other travel routes.
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Contact Officers:

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Background documents (available for public inspection): None

1.0 Introduction

- 1.1 The City Council's capital programme is wide and varied in terms of the types of projects delivered and the manner of delivery. Elsewhere on the agenda is an update on the wider programme following financial year end for 2018/19, and the Committee has asked for more specific updates on certain major projects within the capital budget. It is recognised that these projects are at varying stages of development and delivery and this report provides an update on the progress against planned funding for four projects, namely:

- The Factory;
- Manchester College;
- Central Retail Park; and
- Life Sciences Development.

- 1.2 The content is intended to support a discussion on each of the projects outlined and relevant officers will be in attendance.

2.0 Background

- 2.1 All capital projects must go through a governance process before they are granted approval to spend. The process is designed around a business case which should capture the strategic fit and economic value of a project alongside an evidence-based forecast of costs, benefits, and delivery methods which should include a timescale. The business case should also indicate the potential risks facing the project, including risks to delivery. It is on this basis that a scheme is approved and included within the Council's capital budget.
- 2.2 For most projects approval is given whilst the scheme is in design, and therefore costs can change as, for example, the design develops, the scope of a scheme changes, site conditions vary from those assumed, or in response to design challenges.
- 2.3 This means that capital budgets are regularly reviewed to ensure that the costs of schemes remain within approved limits, that the profile of spend remains valid, and that the assumed funding is available. The profile of spending and funding are then built into the Council's capital financing model.

3.0 The Factory

- 3.1 The Factory project will create a new type of venue that can commission, produce and present a wide range of opera, dance, theatre, visual arts and popular culture for a much wider audience than any other traditional venue. The Factory scheme has clear cultural, economic, education and social benefits for the city and wider region, and will support growth, creating new jobs and opportunities in the City.
- 3.2 The original budget was established at Executive in December 2015, with the main funding being approved in July 2016. In January 2017, a £4.5m budget

increase was approved for public realm and an additional increase of £1.1m for the costs of the orchestra pit and £1.6m for elevational enhancements.

- 3.3 In November 2018, a capital budget increase of £19.0m was approved, funded by capital receipts, as well as a budget virement of £1.3m from Strategic Acquisitions to fund the lease from the Science and Industry Museum and the freehold interests from Manchester Quays Limited, and £4.3m from the Sustaining Key Initiatives budget to fund the loan to Manchester Quays Riverside Limited.
- 3.4 In total, the project currently has capital expenditure approval to spend of £138.6m, of which £10.6m is Development Grant funding, and £67.5m is grant funding from the Arts Council England. The Capital Programme Outturn 2018/19 report also requests a £0.8m transfer from the non-recurring revenue receipt to Capital.
- 3.5 The current status of the project is that main works commenced in January 2019, following planning and listed building consents in July 2018 and formal Notice to Proceed under the management contract, signed in December 2018.
- 3.6 The project is currently in week 21 of construction against a 132-week programme, with all foundation works complete and the steel frame for the towers behind the warehouse being assembled on site, together with the precast concrete lift shafts to service the towers now erected. These works together with the truck lift walls to accommodate the change in levels from street level to the warehouse show good progress on site being made. Committed project spend is £41.1m to date and there is a forecast spend of £44.2m in 2019/20.
- 3.7 A number of key work packages have been awarded to date in line with the agreed programme. Further works packages will continue to be procured through 2019/20.

4.0 Manchester College

- 4.1 The City Council is providing loan finance to the LTE Group/ Manchester College to support the next stage of the organisation's expansion, specifically the implementation of its estates strategy. It was approved in principle by Executive in July 2018, and awarded full approval in December 2018, when it was added to the Capital Programme. The budget added was £27.6m, to be funded from prudential borrowing.
- 4.2 Legal agreements are now in place and £17.6m was advanced to the College in 2018/19, with a further £10.0m intended to be drawn down in 2019-20.
- 4.3 The college has been progressing a number of workstreams to promote the project. In particular, they have now appointed the principal professional team to support the City Centre development. Designs for the City Centre Campus are currently progressing towards RIBA Stage 3 and the College team is preparing to submit a planning application in late June, early July 2019, with

an anticipated start on site for January 2020. The proposals for the refurbishment of and development at the Openshaw Campus are at RIBA Stage 2 with work ongoing to ensure that the design is within budget and meets user needs. As Openshaw is an existing campus, the demolition of one of the blocks will take place over the summer to minimise disruption to students. The start on site for Openshaw is also anticipated to be January 2020.

- 4.4 Discussions with the local planning authority have been had on both schemes to aid the design development process.
- 4.5 In respect of the funding package to support the development, initial discussions with potential debt providers have been positive and cost of debt is in line with the financial model assumptions. Formal offers of funding from lenders are expected imminently and the Heads of Terms from a preferred lender is a trigger for the City Council's loan drawdown. At this stage, we anticipate that the College will provide the information required to draw down the City Council's loan in July.

5.0 Central Retail Park

- 5.1 The programme of investment which forms the Eastern Gateway is for land acquisition on the eastern side of the City, to bring forward regeneration schemes which are either Council led or developed with a commercial partner. The total budget added to the Capital Programme was £47.6m in January 2017, to be funded from prudential borrowing.
- 5.2 In September 2017 Executive approved the acquisition of Central Retail Park on Great Ancoats Street as part of the Eastern Gateway programme, and to transfer £2.0m of the capital budget to revenue to cover the holding costs for the site.
- 5.3 Central Retail Park was acquired in 2018. Following a competitive tender process, the site was handed over to demolition contractors in January 2019. The demolition was recently completed in May 2019 with the site handed back to the Council shortly after. The cost of the demolition works was in line with budget expectations notwithstanding the presence of CFCs within certain of the cladding materials which added to the cost of disposing of these panels.
- 5.4 With the demolition complete physical activity on the site this year will be concentrated on undertaking focussed site investigation works to support the emerging masterplan for future development proposals. To facilitate this a budget of c.£150k has been rolled forward into 2019/20. The remainder of the capital budget relating to the remediation of the site prior to the development works commencing has been moved forward to 2020/21.
- 5.5 A masterplan for the future development of the site has been instigated with masterplanning architects recently appointed. A report outlining the outcomes of the masterplanning work, along with the commercial plan and delivery proposals will be brought to a meeting of the Executive in the Autumn.

- 5.6 In the interim parts of the site will be brought forward for temporary uses to support development activity in the Eastern Gateway, with potential site compounds for those construction companies delivering developments within Ancoats and New Islington, along with the primary compound associated with the Gt Ancoats Street highway improvement scheme. Meanwhile uses are being considered, however as access to the site will be affected by the Great Ancoats Street highway scheme, these discussions are ongoing alongside the project teams delivering those works.
- 5.7 In respect of governance an internal officer Eastern Gateway Board has recently been established to have full oversight on the various development, infrastructure and place-making projects in this locality. This is chaired by the Strategic Director, Development and has representation from a number of services with the Directorate along with capital programmes, legal, finance, policy and highways teams.

6.0 Life Sciences Development

- 6.1 The BioMedical programme is an investment to support research in the life science sub-sectors of Health and Medical Technologies - encompassing precision medicine, digital health, and diagnostics. The programme provides a strong platform for the development of an innovation cluster within the region's growing knowledge economy.
- 6.2 The project aims to make a substantive contribution to: improving health outcomes for Manchester residents; developing personalised precision medicine for residents and patients; providing a range of high quality employment opportunities; and addressing the intents of the Industrial Strategy and Life Science.
- 6.3 A £21.3m budget was approved by Executive in July 2018 and subsequently added to the Capital Programme, split as per the following:
- £4.0m to buy a 19.9% equity stake in the business, funded through borrowing;
 - £7.3m to provide a loan facility to the new vehicle to support the contract development and financial requirements, funded through borrowing and;
 - £10.0m grant funding to be provided to the new vehicle should BEIS not provide grant funding for industrial research and development, also funded by borrowing.
- 6.4 The Executive also approved that Greater Manchester Life Sciences Enterprise Zone (EZ) business rate proceeds be used to meet the borrowing including MRP and interest for the above loan up to the maximum cost of £23.4m. When the loan is repaid a sum equivalent to the business rates will be return to the EZ.
- 6.5 In 2018/19, the £4.0m equity stake was purchased, and £0.5m of the loan facility was passported to the new vehicle. The current forecasts show spend of £8.0m in 2019/20, £6.1m in 2020/21 and £2.7m in 2021/22.

7.0 Conclusion

- 7.1 The projects included within this report are within the approved Capital Programme and are at a relatively early stage of delivery. Each has a governance structure in place which oversees the progress of the project against agreed plans including budget, outcomes and timescale whilst addressing risk.
- 7.2 These projects form a significant investment in the City by the Council and progress will be reported as part of the regular quarterly capital monitoring reports to Executive.

8.0 Recommendations

- 8.1 The recommendations appear at the front of this report.

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**Manchester City Council
Report for Information**

Report to: Resources and Governance Scrutiny Committee - 18 June 2019

Subject: Overview Report

Report of: Governance and Scrutiny Support Unit

Summary

This report provides the following information:

- Recommendations Monitor
- Key Decisions
- Work programme
- Items for information

Recommendation

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

Contact Officer:

Name: Mike Williamson
Position: Team Leader- Scrutiny Support
Telephone: 0161 234 3071
E-mail: m.williamson@manchester.gov.uk

Wards Affected: All

Background documents (available for public inspection):

The following documents disclose important facts on which the report is based and have been relied upon in preparing the report. Copies of the background documents are available up to 4 years after the date of the meeting. If you would like a copy please contact one of the contact officers above.

None

1. Monitoring Previous Recommendations

This section of the report contains recommendations made by the Committee and responses to them indicating whether the recommendation will be implemented, and if it will be, how this will be done.

Items highlighted in grey have been actioned and will be removed from future reports.

Date	Item	Recommendation	Action	Contact Officer
7 Feb 2019	RGSC/19/9 Updated Financial Strategy and Directorate Business Plans 2019-20	To request the City Treasurer to provide a briefing note on the €3million European approved grants that the Council currently had access to	<p>As of 27 March 2019</p> <p>The European Commission have this month unilaterally announced that all UK Horizon 2020 projects will be protected until the end of December 2019 even in the event of a No Deal. That means all activity and expenditure on Triangulum and Synchronicity for their full life should be secure. However, GrowGreen continues beyond December 2019 so we have identified funds profiled beyond that date as at risk. The UK Government have though made a commitment to underwrite all UK H2020 projects for their full duration so this is a low risk provided that underwriting remains in place and is agreed with the EC.</p> <p>The UK Government have this week updated their guidance for the Interreg and URBACT programmes. Whilst the UK Government has said it would also underwrite those programmes, they have now advised that in the event of No Deal the UK would cease to be an eligible participant country and</p>	Carol Culley Janice Gotts

			<p>therefore, in the event of No Deal those funds are at risk despite the Government underwrite.</p> <p>Based on this advice we have adjusted the at risk amounts accordingly. In summary, For URBACT and Interreg we are calculating that all grant not claimed by 31 January is at risk and or H2020 we are calculating only grant to be incurred and claimed after the 31 December 2019 is at risk.</p> <p>A revised total of £1,090,370. The previous amount was £2.8m which we rounded to £3m for R&G report.</p> <p>Caveat on this is that things remain unclear at national level with a general Election and change of Government possible which could affect the Government underwriting commitment for GrowGreen although I would think it unlikely that any new Government would seek to penalise UK research projects like GrowGreen and not retain that commitment.</p>	
7 March 2019	RGSC/19/20 Our Manchester - financial impact on decision making and business planning	To recommend that a one-page document is produced, similar to that available in Wigan, that clearly communicates with residents the Our Manchester approach and expectations.	This recommendation forms part of the Campaigning engagement framework which is to be presented for sign off to Cllr Sue Murphy on 4 July 2019 and subsequently the Leader.	

7 March 2019	RGSC/19/20 Our Manchester - financial impact on decision making and business planning	To recommend that analysis of the development and empowerment of those front line staff who regularly engage with residents, across a range of services is undertaken.	A response to this recommendation will be provided to Committee Members in due course	
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2. Key Decisions

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

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

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

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

An extract of the most recent Register of Key Decisions, published on **1 May 2019**, 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.

Chief Executive

Corporate Core					
Subject/Decision	Decision Maker	Decision Due Date	Consultation	Background Documents	Officer Contact
National Taekwondo Centre 2018/10/19A Enter into a 39 year lease	Chief Executive	Not before 1st Nov 2018		Briefing Note and Heads of Terms	Richard Cohen r.cohen@manchester.gov.uk

with Sport Taekwondo UK Ltd for areas within the building.					
Liquid Logic 2018/01/08A The approval of additional capital spend for the purpose of completing the implementation of the new social care system.	City Treasurer	Not before 1st Feb 2019			Bob Brown, Chief Information Officer bob.brown@manchester.gov.uk
CCTV Code of Practice 2018/12/18C To approve the updated Manchester City Council CCTV Code of Practice.	Executive	13 Feb 2019		Report to the Executive	Fiona Ledden, City Solicitor fiona.ledden@manchester.gov.uk
To adopt a revised and updated Ethical Procurement Policy 2019/02/01A To incorporate into the Policy the Unite Construction Charter (to put into effect the resolution of the Council on a Motion considered on 30 January 2019), and any other	Executive	13 Mar 2019		Draft of the proposed revised Ethical Procurement Policy, copy of the Construction Charter agreed with Unite, officers' report.	Ian Brown i.brown@manchester.gov.uk

revisions necessary.					
TC993 - Manchester Active Membership Scheme and Integration Hub 2019/02/01D Introduce a new city-wide membership reporting ICT solution (MCRactive).	City Treasurer	Not before 1st Jun 2019		Report and Recommendation	Bob Brown, Chief Information Officer bob.brown@manchester.gov.uk
TC821 - Framework for the supply of Desktop Hardware 2019/03/01A The Council is looking for a supplier not only for the supply of desktop hardware and peripherals but to also support in the development and deployment of the ongoing end user device strategy.	City Treasurer	Not before 1st Apr 2019		Report and Recommendation	Mike Worsley mike.worsley@manchester.gov.uk
Strategic Land and Building Acquisitions Ref: 15/003 The approval of capital expenditure for the purpose of the strategic acquisition of land and buildings.	City Treasurer	Not before 1st Mar 2018		Business Case	Eddie Smith, Strategic Director (Development) e.smith@manchester.gov.uk

Collyhurst Regeneration Ref: 15/005 The approval of capital expenditure for land and buildings in Collyhurst.	City Treasurer	Not before 1st Mar 2019		Business Case	Eddie Smith, Strategic Director (Development) e.smith@manchester.gov.uk
Depots Programme Ref: 15/007 The approval of capital expenditure on the council's depots.	City Treasurer	Not before 1st Mar 2019		Business Case	Julie McMurray j.mcmurray@manchester.gov.uk
Leisure Services - External Ref: 2016/02/01C The approval of capital expenditure on external Leisure Services land and buildings.	City Treasurer	Not before 1st Mar 2019		Business Case	Lee Preston l.preston2@manchester.gov.uk
Capital Investment in schools Ref: 2016/02/01D The approval of capital expenditure in relation to the creation of school places through new builds	City Treasurer	Not before 1st Mar 2019		Business Case	Amanda Corcoran, Director of Education a.corcoran@manchester.gov.uk

or expansions.					
Carbon Reduction Programme Ref:2017/06/30C The approval of Capital Spend in order to achieve a reduction in carbon emissions.	City Treasurer	Not before 1st Mar 2019		Business Case	Julie McMurray j.mcmurray@manchester.gov.uk
Estates Transformation Ref:2017/06/30D The approval of capital spend to ensure that the operational estate is fit for purpose.	City Treasurer	Not before 1st Mar 2019		Business Case	Julie McMurray j.mcmurray@manchester.gov.uk
Peterloo Memorial Ref: 2018/10/04D The approval of capital expenditure in relation to the creation of the Peterloo Memorial.	City Treasurer	Not before 1st Mar 2019		Business Case	Dave Carty d.carty@manchester.gov.uk

House and Institute of Sport Ref: 2018/10/17A To undertake feasibility works around the National Squash Centre and Athletics Arena in advance of development of MMU – Institute of Sport and Council’s House of Sport. Feasibility works £1.5m (Council contribution £450k, MMU £1.05m).	City Treasurer	Not before 1st Mar 2019		Business Case	Richard Cohen r.cohen@manchester.gov.uk
Silver Offices Refurbishment (located at One Central Park) Ref: 2017/07/18B Capital expenditure approval for the cost of refurbishment works at part of the facility.	City Treasurer	Not before 1st Mar 2019		Reports to the Executive and Full Council dated 28 June 2017	Ken Richards k.richards@manchester.gov.uk
Civic Quarter Heat Network Ref: 2019/02/20D The approval of capital expenditure in relation to	City Treasurer	Not before 20th Mar 2019		Business Case	Eddie Smith, Strategic Director (Development) e.smith@manchester.gov.uk

the creation of low carbon Energy Centre.					
TC969 - Provision of LAN AND WLAN Ref: 2019/03/01E MCC requires a delivery partner to refresh the hardware in the Comms Rooms and to design, test and implement a fit for purpose Software Defined LAN and Wifi.	City Treasurer	Not before 1st May 2019		Report and Recommendation	Andrew Blore a.blore@manchester.gov.uk
TC986 - SAP SUPPORT AND MAINTENANCE Ref: 2019/03/01F To provide support to the SAP team in order to resolve incidents.	City Treasurer	Not before 1st May 2019		Report and Recommendation	Mike Worsley mike.worsley@manchester.gov.uk
Provision of Telephony / Unified Communications Ref: 2019/03/01G To seek approval to award a contract to a single supplier for the provision of Telephony / Unified Communications across the	City Treasurer	Not before 1st May 2019		Confidential Contract Report with Recommendations	Bob Brown, Chief Information Officer bob.brown@manchester.gov.uk

Council.					
Wide Area Network provision Ref: 2019/03/01L To appoint a supplier to provide our Wide Area Network Solution.	City Treasurer	Not before 29th Mar 2019		Report and Recommendation.	Bob Brown, Chief Information Officer bob.brown@manchester.gov.uk
Heron House Ref: 2019/03/01P Disposal by Leasehold of office accommodation at Heron House.	Chief Executive	Not before 1st Apr 2019		Briefing Note and Heads of Terms	Richard Cohen r.cohen@manchester.gov.uk
Northwards Housing 2019-20 Capital Programme Ref: 2019/03/05C The approval of capital expenditure on Northwards Housing Capital Programme funded from the HRA. To approve capital expenditure on Northwards Housing Capital Programme funded from the	City Treasurer	Not before 5th Apr 2019		Checkpoint 4 Business Case	Ian Runacres i.runacres@manchester.gov.uk

HRA.					
Metroshuttle Funding Ref: 2019/03/12A <p>To finalise and agree the terms for a new funding agreement with Transport for Greater Manchester for the City Council funding contribution towards the Metroshuttle costs.</p>	Executive Member for Finance and Human Resources, City Treasurer, City Solicitor	Not before 12th Apr 2019		Funding agreement and Executive Report.	Paul Hindle p.hindle@manchester.gov.uk
Manchester Active Annual Contract Renewal 2020 Ref:2019/04/02B <p>To consider the renewal of the contract for the delivery of the Manchester Sport and Leisure Strategy.</p>	City Treasurer	Not before 1st Jan 2020		Contract report and performance report for the 2019/20 annual contract.	Rebecca Livesey r.livesey@mcractive.com
TC1015 - CivicaPay Migration from PARIS Ref: 2019/04/02C <p>To upgrade the current Payments solution to CivicaPay. A fully hosted solution as part of a fully managed service.</p>	City Treasurer	Not before 2nd May 2019		Report and Recommendation	Julie Price j.price2@manchester.gov.uk,

<p>TC447 - Contract for a Bill Payment Service via Post Office Counters (and other Outlets)</p> <p>Ref: 2019/04/12B</p> <p>To appoint a supplier to provide a Bill Payment Service via Post Office Counters (and other Outlets).</p>	Deputy Chief Executive, City Treasurer	Not before 12th May 2019		Report and Recommendation	Julie Price j.price2@manchester.gov.uk,
<p>Wide Area Network (WAN) Replacement</p> <p>Ref: 2019/04/12D</p> <p>The approval of capital expenditure on the procurement and implementation of an updated WAN for MCC, delivering adequate and appropriate bandwidth for all sites.</p>	City Treasurer	Not before 12th May 2019		Checkpoint 4 Business Case	Bob Brown, Chief Information Officer bob.brown@manchester.gov.uk

TC1013 - A Facilities Management Service for Manchester Creative Digital Assets Ltd (MCDA) Ref: 2019/04/16A MCDA are seeking an innovative and customer-facing Facility Management organisation to provide Facilities Management services on behalf of MCDA at the following Manchester City Council owned sites: <ul style="list-style-type: none"> • The Sharp Project • Space Studios Manchester & • One Central Park 	City Treasurer	Not before 16th May 2019		Report and Recommendation	Leon Phillip, l.phillip@manchester.gov.uk
Refurbishment of Alexandra House and Hulme High Street underground car park. Ref: 2019/05/17A Approval of capital expenditure to refurbish assets owned by Manchester City Council – Alexandra House and the underground public car park	Strategic Director (Development)	Not before 17th Jun 2019		Business case and contract documentation	Richard Munns r.munns@manchester.gov.uk

off Hulme High Street.					
The Manchester College property, Ashley Lane, Moston. Ref: 2019/05/21A Approval of Capital Expenditure for the acquisition of the property and future demolition.	City Treasurer	Not before 21st Jun 2019		Checkpoint 4 Business Case	Nick Mason n.mason@manchester.gov.uk
Telephony Systems Replacement. Ref: 2019/05/21D The approval of capital expenditure for replacement telephony systems for Manchester City Council.	City Treasurer	Not before 21st Jun 2019		Checkpoint 4 Business Case	Carol Culley, City Treasurer (Deputy Chief Executive) carol.culley@manchester.gov.uk
Velodrome. Ref: 2019/05/21E The approval of capital expenditure on the feasibility of essential priority works to ensure continuity of service delivery.	City Treasurer	Not before 21st Jun 2019		Checkpoint 4 Business Case	Neil Fairlamb N.Fairlamb@manchester.gov.uk

Strategic land and buildings acquisition Ref: 2019/06/03A The approval of capital expenditure for the purpose of the strategic acquisition of land and buildings.	City Treasurer	Not before 3rd Jul 2019		Checkpoint 4 Business Case Briefing Note	Richard Cohen r.cohen@manchester.gov.uk
Strategic land and buildings acquisition Ref: 2019/06/03B The approval of capital expenditure for the purpose of the strategic acquisition of land and buildings.	City Treasurer	Not before 3rd Jul 2019		Checkpoint 4 Business Case & Briefing Note	Richard Cohen r.cohen@manchester.gov.uk
Strategic land and buildings acquisition Ref: 2019/06/03C The approval of capital expenditure for the purpose of the strategic acquisition of land and buildings.	City Treasurer	Not before 1st Mar 2020		Checkpoint 4 Business Case & Briefing Note	Richard Cohen r.cohen@manchester.gov.uk

Highways					
Airport Car Park Investment Ref: 2018/12/14B The approval of capital spend for the purpose of an investment into further development at the Airport.	City Treasurer	Not before 1st Jan 2019		Business Case	Carol Culley, City Treasurer, (Deputy Chief Executive) carol.culley@manchester.gov.uk

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

3. Resources and Governance Scrutiny Committee - Work Programme – June 2019

Tuesday 18 June 2019, 10.00am PLEASE NOTE NEW DATE AND TIME OF THE MEETING**
(Report deadline Friday 7 June 2019)

Theme – Capital Programme

Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Call In – Joint Venture agreement with NCP	To consider the Call in from Cllr Wheeler in relation to the decision taken by the Chief Executive to extend the existing arrangement with NCP to manage and maintain those car parks listed in the JV Agreement which is due to end in June 2019, for an 18 month period, (i.e. to the end of December 2020) with the ability to further extend the agreement for a further six months on a rolling basis if necessary, pending completion of the review of the future strategy for surface and multi-storey car parks	Cllr Stogia (Exec Member for Highways, Planning and Transport)	Joanne Roney Steve Robinson	
Review of the Council's Capital Outturn position and Revised Capital Programme for 2019/20	To receive an update on the outturn for capital expenditure and financing for 2018/19, and in particular:- <ul style="list-style-type: none"> the major variations between the 2018/19 outturn and the capital budget report from February 2019; and 	Cllr Ollerhead (Exec Member for Finance and Human Resources)	Janice Gotts Carol Culley	

	<ul style="list-style-type: none"> the revised five-year capital programme for 2019/20 to 2023/24. 			
Update on Capital Projects	<p>To receive an update on the progress with a number of following Capital projects against the agreed costs:-</p> <ul style="list-style-type: none"> Manchester College The Factory Central Retail Park Life Sciences Development 	<p>Councillor Leese (Leader)</p> <p>Cllr Ollerhead (Exec Member for Finance and Human Resources)</p>	<p>Carol Culley</p> <p>Eddie Smith</p> <p>Jared Allen</p>	
Update on Highways Maintenance Capital projects	<p>To receive a report on the progress of Capital projects within Highways Maintenance, against the agreed costs</p>	<p>Cllr Stogia (Exec Member for Highways, Planning and Transport)</p> <p>Cllr Ollerhead (Exec Member for Finance and Human Resources)</p>	<p>Steve Robinson</p> <p>Carol Culley</p>	
Applying for 'Living Wage Foundation' accreditation	<p>To provide a further update on progress towards living wage accreditation and to seek the views of the committee and in particular in relation to the Council submitting a formal application to the Living Wage Foundation to become an accredited employer.</p>	<p>Cllr Ollerhead (Exec Member for Finance and Human Resources)</p>	<p>Fiona Ledden</p> <p>Janice Gotts</p>	

Strategic Acquisitions in the Northern Gateway	This report sets out the proposed approach to facilitating strategic land acquisitions within the Northern Gateway SRF area	Cllr Ollerhead (exec Member for Finance and Human Resources) Cllr Leese (Leader)	Eddie Smith Carol Culley	Will include a Part B report
Re-establishment of the Human Resources Sub Group	The report seeks the Committee's approval to re-establish the Human Resources Sub Group for the 2019/20 Municipal Year and agree its terms of reference.	Cllr Ollerhead (Exec Member for Finance and Human Resources)	Mike Williamson	
Re-establishment of the Ethical Procurement and Contract Management Sub Group	The report seeks the Committee's approval to re-establish the Ethical Procurement and Contract Management Sub Group for the 2019/20 Municipal Year and agree its terms of reference.	Cllr Ollerhead (Executive Member for Finance and Human Resources)	Mike Williamson	
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.		Mike Williamson	

Tuesday 18 July 2019, 10.00am **PLEASE NOTE NEW DATE AND TIME OF THE MEETING
(Report deadline Friday 7 July 2019)

Theme – Revenue Programme

Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
The Council' Revenue Outturn position	To receive a report on the Council's Revenue Outturn position as of July 2019.	Cllr Ollerhead (Exec Member for Finance and HR)	Carol Culley Janice Gotts	
In year budget position and delivery of savings and investment proposals mike	To receive a report that provides an update on the in year budget position and delivery of savings and forthcoming investment proposals	Cllr Ollerhead (Exec Member for Finance and HR)	Carol Culley Janice Gotts	
Income generation	To receive a report on income generating activities within the Council with a focus on what the Council proactively does to generate income, what more could be done in the future and what other models exist (eg municipal socialism)	Cllr Ollerhead (Exec Member for Finance and HR)	Carol Culley Janice Gotts	
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	Cllr Ollerhead (Exec Member for Finance and	Cllr Ollerhead	Deferred from 18 June 2019 meeting by the Committee at its Work Programme Session

	Strategy for those areas within the portfolio of the Executive Member for Finance and Human Resources	HR)		
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.		Mike Williamson	

Tuesday 3 September 2019, 10.00am **PLEASE NOTE NEW DATE AND TIME OF THE MEETING (Report deadline Thursday 22 August 2019) ** DUE TO AUGUST BANK HOLIDAY

Theme – To be determined

Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.		Mike Williamson	

Items to be Scheduled (Items highlighted in grey indicate that these have been included in the work plan of one of the above meetings)				
Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
ICT themed meeting	To be determined	Cllr Ollerhead (Exec Member for Finance and HR)	Ian Grant (Interim Director of ICT)	Date in 2019 to be confirmed
Property and Asset Management	To be focussed on the Council's Corporate Property Annual Report – full scope to be determined	Cllr Ollerhead (Exec Member for Finance and HR)	Eddie Smith Fiona Ledden	Date in 2019 to be confirmed
Revenue and Benefits Annual Report –	To receive the update on activities within the Council's Revenues and Benefits Team and to include a report on the financial impact of homelessness.	Cllr Ollerhead (Exec Member for Finance and HR)	Julie Price	Date in 2019 to be confirmed
Council Communications themed meeting	To be determined, possibly include:- Review of the Council's proposed communications plan for 2019/20 Review of the Council's Christmas Communications The Council's approach to consultation with Manchester residents The Council's approach to consultation with Manchester residents on its budget process for 2020 and beyond Update on how successful the Council has been in	Councillor Nigel Murphy (Deputy Leader) Cllr Ollerhead (Exec Member for Finance and HR)	Jen Green Fiona Ledden Carol Culley Janice Gotts Kate Waterhouse	Date to be confirmed

	communicating with staff on the requirements of GDPR			
Section 106 and the Councils associated financial obligations - update	<p>To receive a further update that includes:-</p> <p>The governance arrangements in the delivery of S106 agreements;</p> <p>Progress made following the Council motion passed in March 2018 on Transparent Viability Assessments;</p> <p>Practical examples of the delivery and spend of S106 funding</p> <p>The structure of consultation with Ward Councillors;</p> <p>Consideration of the use of CIL within the City Centre</p>	Councillor Nigel Murphy (Deputy Leader)	Eddie Smith Julie Roscoe	Date to be confirmed
The Factory Project – update	To receive an update on the progress of The Factory project against the agreed costs	Councillor Leese (Leader)	Eddie Smith Carol Culley	To receive update every quarter
Progress of spend against the Northern Gateway and Eastern Gateway programmes	To receive a report on the progress of spend against the Northern Gateway and Eastern Gateway programmes	<p>Councillor Leese (Leader)</p> <p>Councillor Ollerhead (Executive Member for Finance and Human Resources)</p>	Eddie Smith Carol Culley	Date to be confirmed – (see December 2018 minutes for background)

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