



Resources and Governance Scrutiny Committee

Date: Thursday, 6 December 2018

Time: 2.00 pm

Venue: Council Antechamber, Level 2, Town Hall Extension

Everyone is welcome to attend this committee meeting.

There will be a private meeting for Members only at 1.30pm in Committee Room 6 (Room 2006), 2nd Floor of Town Hall Extension

Access to the Council Antechamber

Public access to the Council Antechamber is on Level 2 of the Town Hall Extension, using the lift or stairs in the lobby of the Mount Street entrance to the Extension. That lobby can also be reached from the St. Peter's Square entrance and from Library Walk. **There is no public access from the Lloyd Street entrances of the Extension.**

Filming and broadcast of the meeting

Meetings of the Resources and Governance Scrutiny Committee are 'webcast'. These meetings are filmed and broadcast live on the Internet. If you attend this meeting you should be aware that you might be filmed and included in that transmission.

Membership of the Resources and Governance Scrutiny Committee

Councillors - Russell (Chair), Ahmed Ali, Andrews, Barrett, Clay, Davies, Lanchbury, Kilpatrick, R Moore, B Priest, Rowles, A Simcock, Watson and S Wheeler

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

To approve as a correct record the minutes of the meeting held on 8 November 2018

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5. [14.05 – 15.00] Budget 2019/20 Refresh Process: Update for Scrutiny Committees

The Committee will consider the reports detailed below as part of the 2019/20 budget refresh process

5.1 The Chancellor's Autumn Statement - implications for Manchester

Report to follow

5.2 Update on Revenue Financial Strategy and Business Plan Process 2019/20

Report to follow

5.3 Corporate Core Business Plan for 2019/20

Report to follow

5.4 Setting of the Council Tax base and Business Rates shares for budget setting purposes

Report to follow

5.5 Proposed changes to the Council Tax charges levied for tax on empty properties

Report to follow

5.6 Process for Updating Capital Strategy (Incorporating P6 Position)

Report to follow

6. [15.00 – 15.30] Update on Capital Projects over £10m

Report to follow

7. [15.30 – 15.40] Overview Report

Report of the Governance and Scrutiny Support Unit.

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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.

8. 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.

9. [15.40 – 16.10] Our Town Hall - Letting of the Management Contract

Report to follow

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 Resources and Governance Scrutiny Committee areas of interest include finances, Council buildings, staffing, corporate and partnership governance as well as Council tax and benefits administration. .

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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Agenda, reports and minutes of all Council Committees can be found on the Council's website www.manchester.gov.uk.

Smoking is not allowed in Council buildings.

Joanne Roney OBE
Chief Executive
Level 3, Town Hall Extension,
Albert Square,
Manchester, M60 2LA

Further Information

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

Michael Williamson
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Email: m.williamson@manchester.gov.uk

This agenda was issued on **Wednesday, 28 November 2018** by the Governance and Scrutiny Support Unit, Manchester City Council, Level 3, Town Hall Extension (Mount Street Elevation), Manchester M60 2LA

Resources and Governance Scrutiny Committee

Minutes of the meeting held on Thursday, 8 November 2018

Present:

Councillor Russell (Chair) – in the Chair
 Councillors Ahmed Ali, Andrews, Barrett, Clay, Davies, Lanchbury, Kilpatrick, R Moore, B Priest, A Simcock, Watson and S Wheeler

Also present:

Councillor Leese - Leader
 Councillor N Murphy - Deputy Leader
 Councillor Ollerhead - Executive Member for Finance and Human Resources
 Councillor Stogia - Executive Member for Highways, Planning and Transport

Apologies: Councillor Rowles

RGSC/18/57 Minutes

Decision

The Committee agreed the minutes of the meeting held on 11 October as a correct record.

RGSC/18/58 Factory Project

The Committee considered a report of the Strategic Director (Development) and the City Treasurer, which updated Members on the progress with the delivery of The Factory Arts Centre, including the terms for the Notice to Proceed to construction of the main works under the executed Management Contract for the delivery of The Factory and progress with the redevelopment of St John's.

The Leader referred to the main points and themes within the report which included:-

- In line with other key cultural institutions in Manchester, The Factory committed to increasing the positive social impact of culture in the city;
- The Factory Project and the transformation of St John's offered a strategic opportunity to create and attract over 6,000 jobs to the city with new technological, digital and creative businesses attracted by the facilities, the high quality public realm and the wider place-making benefits being developed in St John's;
- The existing total Capital Budget for The Factory construction was £111.65 million;
- The Council had previously committed £21.6million to the capital costs of the project;

- £78.05million had been secured from HM Treasury, following the approval of the 5-case business case in January 2017 and the project had also secured stage one approval for a £7million Arts Lottery Grant in June 2017;
- The original budget was set in 2015, based on benchmark costs, to secure government funding packages. This was prior to any detailed site investigations or design work;
- A review of all project costs and potential risks to bring to light any issues that may impact on costs during the construction phase had taken place and had concluded that to deliver the vision and long-term benefits to Manchester and the wider cultural ecology, the project costs needed to increase;
- During the review period serious consideration was given by the Strategic Board to reduce the size of the building as a way to achieve the original budget, however, this would have further delayed the opening date, and the amount of shrinkage required would have fundamentally undermined and devalued the integrity and concept of what The Factory would be;
- As the original budget was set in 2015, it did not take into account the higher rates of construction inflation experienced since then and land values in the City had also risen significantly during this period;
- The original project budget also did not take into account the longer design and construction periods necessitated by the complexity of the design, the unique challenges posed by the site and the need to resolve these before commencing permanent works;
- As such, budget increase of £18.97million, funded by capital receipts and a Manchester Mortgage Corporation dividend, providing a total capital budget of £130.62million was proposed;
- A virement of £4.3million from the Sustaining Key Initiatives Capital Budget was also requested to fund £1.286million land acquisition costs;
- To date over 90% cost certainty has been reached; and
- A fundraising committee has been established, chaired by Sir Howard Bernstein, with a target of raising a minimum £5 million to support the increase in capital costs

The Committee had been invited to comment on the report prior to its submission to the Executive on 14 November 2018.

Some of the key points that arose from the Committees discussions were:-

- The Committee expressed concern that the projected costs now proposed, to be incurred by the Council, were to almost double, especially at a time where the Council was required to be making savings across departments and services and the message this would give to Manchester residents;
- There was strong reluctance by all Committee Members to support this additional increase being met through an increase in the use of capital receipts and it was questioned as to why the increase in costs could not be met through prudential borrowing instead;
- It was felt that the proposal to sell Council land assets to meet this increase was not a 'no cost' solution, but rather a lost opportunity as the Council would be unable to use these receipts for other projects and it was questioned why the

majority of this additional funding was coming from the sale of Council land assets;

- Members felt that it was difficult to support the proposed increase being met from the sale of Council land assets without being advised of where these assets were located;
- Clarification was sought as to why HM Treasury and Arts Council England were not part funding this additional increase in costs;
- Had the Business Plan agreed in 2017 changed following the increase in costs;
- What was the original and current budget contingency for the Factory project and was it felt that this was at an adequate level;
- Had the cost element associated to the public realm aspect of the project increased and was this cost factored into the overall cost of the project;
- Given that the Council was now being asked to agree an increase in costs, it was questioned whether it had been appropriate for preparatory work to take place;
- There was dissatisfaction from Members that at the time the original budget was set, a detailed acoustic solution was not in place and now to fully satisfy these requirements a further £4.5million to the cost of the project was required;
- Clarification was sought as to the number of FTE opportunities the project would provide as there was a marked discrepancy between the level originally projected and the figures now reported;
- There was a need to understand what Social Value would be delivered from the project; and
- Concern was expressed that the progress of the Factory project had not received regular Scrutiny and that going forward this Committee should receive quarterly updates on its progress against agreed costs.

The Leader commented that the situation now before the Council was not ideal and acknowledged that it did not portray a good picture to Manchester residents. He advised that consideration had been given to scaling the project back, value engineering and even scrapping the project completely but these options would have taken away some of the projects purpose, putting grant funding from central government at risk, not delivered sufficient savings in the budget to make it deliverable and to axe the plans altogether would have still incurred costs to the Council in the region of £23million, with little left to show for it but an empty piece of land.

The Leader advised that if the Committee were minded to recommend that the Executive considered meeting the costs through prudential borrowing, then this would be given appropriate consideration. This was supported by the Executive Member for Finance and Human Resources who added that revenue implications would also need to be taken into consideration if the Council was to borrow any monies.

The Leader provided some reassurance to the Committee that the Council was in a financial position to carry the increase in cost within existing budgets for some time which would ultimately be offset through capital receipts. He added that the Council was prohibited from selling its assets to fund the delivery of services. He also explained that it was not possible at this stage to provide details of which assets were earmarked for sale due to commercial confidentiality, but clarified that the Council

was not intending on disposing of any assets that were not already earmarked for disposal.

The Leader advised that as part of the original agreement, the Council had secured £78million funding from HM Treasury and a £7million Arts Lottery Grant from Arts Council England towards the project. Both of these were set amounts. All additional funding, including any increases would have to be met by the Council.

The City Treasurer advised that the increase in costs had had no material impact on the business plan and agreed that the 5 case Business Plan could be shared with Committee Members. The Committee was also informed that the original contingency budget for the project was £6.5million which had now reduced to £5.8million, equivalent to 5% of the total cost, which was not an unreasonable level for a development of this scale.

The Director of Capital Programmes advised that the costs associated to the Public Realm aspect of the project had not increased and were included in the total increased costs. He also advised that in terms of increased costs associated to acoustic works, due to the scale of the project, detailed design had to be developed over time which had resulted in unprecedented acoustic treatments being required.

In relation to the delivery of FTE opportunities, the City Treasurer agreed to share information with the Committee on the projected GVA and job creation over the 10 year assessment period. She also suggested taking a report through the Ethical Procurement and Contract Management Sub Group on the delivery of Social Value from the project.

Decision

The Committee:-

- (1) Recommends that the Executive consider meeting the additional costs of the project through prudential borrowing rather than through increasing the capital budget;
- (2) Agrees that the Ethical Procurement and Contract Management Sub Group receive a report on the delivery of Social Value form the Factory Project;
- (3) Agrees that the Committee receives quarterly updates on the progress of the project against agreed costs;
- (4) Requests the City Treasurer to provide Committee Members with a copy of the 5 case Business Plan;
- (5) Requests that Officers arrange a site visit for the Committee to the Factory Project at an appropriate time; and
- (6) Requests that Officers submit a report to the next meeting of the Committee on all the Council's capital projects that are valued over £10million detailing the original costs agreed, current spend and anticipated final spend for each project.

RGSC/18/59 Annual S106 Monitoring Report

The Committee considered a report of the Head of Planning, Building Control and Licensing, which provided information on the 2017/18 financial year's activity in relation to S106 Agreements and specifically on associated financial obligations. The report also set out the legislative framework for negotiating S106 agreements, and updates on the Community Infrastructure Levy (CIL) and viability assessments.

The Head of Planning, Building Control and Licensing referred to the main points and themes within the report, which included:-

- During 2017/18 year, 19 S106 agreements were signed. Of these 5 related to deeds of variation of previously signed agreements as the associated schemes had been subject to amendment;
- During the same period £999,895 was received following triggers being met from existing agreements;
- No refunds had been made during this period in relation to any financial obligation, however, there were two cases where the financial obligation was now required and these were being pursued.
- There was currently £6million held through received S106 contributions. Of this around £550,000 was awaiting to be reserved to projects;
- Details of income received against principle areas of spend since 2015/16;
- Since the concept of 'viability' was introduced into the NPPF, developers had sought to use viability assessments to help demonstrate why certain S106 requirements would make a scheme economically unviable;
- Viability assessments now played an important part in the planning process, however, as developers had submitted information on a confidential basis due to commercially sensitive information, assessments had until very recently not been in the public domain;
- Where a viability assessment supported a contribution through the S106 process, agreements would now include a reconciliation clause requiring a further viability test. This would allow the Council to share in any uplift and for this to increase the contributions from the original obligation; and
- The Council continued to not implement CIL in Manchester at the current time due to the concerns the approach could have on development in the wake of the down turn in the economy. It was also considered that a review of CIL and its impact should take place alongside that of the local plan (the Core Strategy).

The report also contained a breakdown of S106 agreements on a ward by ward basis.

Some of the key points that arose during the Committees discussions were:-

- There appeared to be little progress made with the delivery of S106 agreements form last year's report and what could be done to ensure developers were delivering their agreed requirements;
- Why had neighbouring Local Authorities outperformed Manchester in S106 income received given the volume of development in Manchester;
- Was a 17% level of affordable housing in the Piccadilly Ward deemed an appropriate level;

- Was it possible for further S106 income to be spent on alleygating schemes;
- What progress had been made following the Council motion in March 2018 to require developers to provide greater transparency of viability assessments in relation to affordable housing;
- Could there be an update on the proposed new supplementary planning document (SPD) in relation to viability assessments;
- Had the increase in land values had an impact on S16 arrangements
- Concern was expressed about the level of communication with Ward Members in relation to S106 proposals within their respective wards;
- How did the Council pursue S106 monies owed;
- As Manchester City Council and Salford Council shared legal services, was the legal advice provide to both Authorities consistent; and
- With the increasing levels of residential dwellings in the city centre, it was suggested that there was a need to reconsider the introduction of CIL especially for developments within the City Centre.

The Head of Planning, Building Control and Licensing advised that the Council only received S106 monies when certain triggers had been met. She acknowledged the views that there appeared to have been little progress made and provided reassurance that a number of schemes were fully committed to and were currently being progressed by the Council.

The Strategic Director (Development) commented that there was a need to strengthen the internal governance of monies received form S106 agreements which would be undertaken by the Capital Strategy Board and that once this was in place it would be appropriate for scrutiny to review the delivery and spend of S106 funding.

The Head of Planning, Building Control and Licensing advised that it was not possible to give a precise reason as to why neighbouring authorities may have outperformed Manchester in terms of S106 income as there would be a number of factors, such as the size of application that would need to be taken into consideration. When comparing performance to other core cities, the Council was performing at a similar level. In terms of the level of affordable housing in the Piccadilly Ward, she explained that it would not be appropriate to comment on this so not to pre-judge any planning applications or viability assessments. In relation to National Planning Policy Framework (NPPF), the guidance set a level of 20% affordable housing from major developments.

In terms of further alleygating schemes from S106 funding, it was reported that this would be dependent on whether any proposed scheme intended to mitigate the risk of harm.

The Head of Planning, Building Control and Licensing reported that viability assessments that had been previously received were now in the public domain and were a requirement of all future major planning applications which would be submitted on the basis that they would be publically available. Any applicant could still request that the Council did not disclose information on the basis that disclosure would adversely affect the confidentiality of commercial information which protected a legitimate economic interest, however, this should be the exception and not the norm. It was also confirmed that the Council intended to move forward with the production

of a new SPD to enable the Council to set out a new approach to the assessment of viability and the procedures to follow.

It was reported that the Council had reconciled its land values prior to the requirements within the NPPF and as such this did not pose a challenge or risk to the Council. It was hoped that discussion with Ward Members around S106 monies had improved and this was now discussed at each Ward Co-ordination meeting. If Members still had issues around communication Officers requested that they be notified in order to address.

The Committee was advised that the Council wrote to developers that owed S106 funding and if this resulted in no response, then the Council's Legal Team became involved alongside the Council's Debt Recovery team. It was also reported that the legal advice provided to both Manchester City Council and Salford Council was consistent.

Decision

The Committee:-

- (1) Notes the report; and
- (2) Requests a future report on S106 that covers the following:-
 - The governance arrangements in the delivery of S106 agreements;
 - Progress made following the Council motion passed in March 2018 on Transparent Viability Assessments;
 - Practical examples of the delivery and spend of S106 funding
 - The structure of consultation with Ward Councillors; and
 - Consideration of the use of CIL within the City Centre

RGSC/18/60 Civic Quarter Heat Network - update

The Committee considered a report of the Strategic Director (Development), which provided an update on the progress of the Manchester Civic Quarter Heat Network project (the "CQHN") and the actions required to enable contract closure and commencement of the construction phase.

The Strategic Director (Development) briefly referred to the main points and themes within the report.

The Committee expressed their satisfaction with the proposals within the project

Decision

The Committee notes:-

- (1) the progress that has been made to date;
- (2) the delegations agreed at the Executive meeting of 21 March 2018
- (3) the remaining actions required to enable contract closure and construction and operation to commence as agreed and delegated at the Executive of 21 March 2018; and

- (4) that the actions are targeted for completion in November with the aim of entering into contract with Vital Energi in December.

RGSC/18/61 Annual Property Report

The Committee considered a report of the Strategic Director (Development), which informed Members of property activity from April 2017 until March 2018. The report also reviewed activity in Development and Investment, the Heritage Estate and the Operational Estate. In line with the request of the Neighbourhoods Scrutiny Committee in October 2015, the report also provided information about the strategy and initiatives to bring Heritage buildings back in to use.

The Head of Corporate Estate and Facilities referred to the main points and themes within the report, which included:-

- The delivery and operation of the Council' Digital assets which included The Sharp Project, Space Studios Manchester and One Central Park;
- The on-going development of Manchester Airport and Enterprise Zone;
- The development of City Centre schemes involving Council assets which included Spinning fields, First Street, Jacksons Row/Bootle Street, St Johns, Heron House and Mayfield Regeneration Area;
- Work with Strategic Housing, Planning and other partners to deliver the Council's objectives for Housing;
- Involvement in a range of initiatives to improve the quality and offer in district centres;
- Property input in relation to leisure, sport and education provision;
- The management of a programme of strategic acquisitions
- Income from the Council's investment estate, particularly from its property interests in the Airport
- The management of the Council's non-operational (investment) estate and transactional work;
- The provision of strategic and practical advice and support to both the management and future use of historic assets, including identifying investment for their upkeep and restoration; and
- Corporate landlord overview and delivery of the 2017/18 Asset Management Programme.

Some of the key points that arose from the Committees discussions were:-

- Could Officers provide an update on the progress that had been made with the mapping exercise of assets across the city;
- Was the information available on CPAD published in real time;
- Would Councillors have access to the information on the Council's investment estate via CPAD;
- Clarification on who managed the Jacobs contract for the management of the Council's non-operational (investment) estate and transactional work and what social value was derived from this contract;
- Why did the Council not undertake regular Conservation Area Appraisals as part of its Heritage assets;

- Was it anticipated that the security demands of the Town Hall would be increased when it reopens;
- What level of affordable housing would be provided as part of the developments at Angel Meadows and Toxteth Street;
- Clarification was sought as to what was meant by the re-provision of all existing social housing tenants within the Beswick area as part of the Eastlands Regeneration Framework;
- It was commented that a total of £28.4m of capital receipts were received in the year 2017/18 yet the Council was considering selling further assets to fund the increased cost of the Factory Project;
- Had the Council secure tenants at the Space Studios development and was the asset owned by the Council; and
- Was the scheme on the former Stagecoach site fully approved.

The Strategic Director (Development) advised that the mapping exercise of all Council assets had been completed and was available for Members to inspect on CPAD. He also advised that the information on CPAD was recorded in real time and Members would have access to the Council's Investment Estate but Members would need to have regard to this information being commercially sensitive which could not be shared with third parties.

The Committee was advised that a report was scheduled for the Executive in December 2018 on the broader work of the Development Team in relation to Heritage Assets and this report would take on board the concerns raised in relation to Conservation Area Appraisals.

The Head of Corporate Estate and Facilities advised that there would be a thorough review of the security requirements at the Town Hall prior to its re-opening, but a decision had not yet been reached in relation to what the access points of the building would be.

The Strategic Director (Development) advised that he would provide the Committee with details of affordable housing proposed from the developments at Angel Meadows and Toxteth Street outside of the meeting. He explained that in terms of the re-provision of existing social housing tenants, One Manchester was still developing its proposals for this, but in essence, this would result in some residents being given the opportunity to relocate into newer properties.

The Strategic Director (Development) confirmed that tenants had been secured for the Space Studios development and the Council solely owned the asset. He further added that the scheme proposed for the former Stagecoach site had been fully approved and would commence soon.

Decision

The Committee:-

- (1) Notes the report;

- (2) Requests that Scrutiny Committee is sighted on any report in relation to the proposals surrounding the re-provision of existing social housing tenants within the Beswick area as part of the Eastlands Regeneration Framework; and
- (3) Requests that Officers provide information on the Social Value aspect of the Jacobs contract to members of the Resources and Governance Scrutiny Committee and the Ethical Procurement and Contract Management Sub Group.

RGSC/18/62 Appointment to the Ethical Procurement and Contract Monitoring Sub Group

The Committee was asked to agree that Councillor Reid be appointed to the Ethical Procurement and Contract Management Sub Group.

Decision

The Committee agrees that Councillor Reid is appointed to the Ethical Procurement and Contract Management Sub Group

RGSC/18/63 Overview Report

The Committee considered a report of the Governance and Scrutiny Support Unit which contained key decisions within the Committee's remit and responses to previous recommendations was submitted for comment. Members were also invited to agree the Committee's future work programme.

A request was made that either an update be provided at the next meeting in relation to the Outstanding Recommendation from the Committee's meeting in January 2018 or if an update was not possible, that this item be removed to the list of Outstanding Recommendations.

Decision

The Committee

- (1) Notes the report; and
- (2) Agrees the future work programmes of the Committee for the remainder of the Municipal Year.

**Manchester City Council
Report for Information**

Report to: Resources and Governance Scrutiny Committee –
6 December 2018

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
4 Jan 2018	RGSC/18/03 The Council's Operational Property Strategy	To request that Ward Members are provided with a briefing of the services to be delivered from the 12 multi-disciplinary Place Based Hubs which their residents will access To request an item of information on the cost comparisons of modular hubs at Hammerstone Road as opposed to a change of use of the existing building	A number of sessions were held for Members throughout 2018, which were organised by the Exec Member for Adults, Health and Wellbeing and presented by various members of the MLCO Exec Board The Project Board decided not to go with modular units. They were concerned that they would be more difficult to move or change in the future.	Carolyn Kus/David Regan/Nikki Parker Eddie Smith/ Richard Munns
21 June 2018	RGSC/18/28 Health and Social Care Governance and Budget arrangements	To request that the Executive Member for Adults, Health and Wellbeing provide all members of the Council with an information fact sheet as to how Councillors can engage with the scrutiny of the integrated health and social care arrangements by	A response to this recommendation has been requested and will be reported back once received	Cllr Craig

		<p>various bodies both locally and at a GM level</p> <p>To request Officers provide information to all members of the Council on VCS funding available from MHCC and how this can be accessed</p>	A response to this recommendation has been requested and will be reported back once received	Ed Dyson
6 September 2018	RGSC/18/45 Revenue and Benefits Unit - Annual Report 2018/18	To request that Officers provide the Committee with more appropriate information on the banding of new properties being built in and across the city	A response to this recommendation has been requested and will be reported back once received	Julie Price
6 September 2018	RGSC/18/47 Blacklisting	To request that the City Solicitor provides a view on whether there is a contradiction within the Council's self-cleaning regime as identified by the Committee	A response to this recommendation has been requested and will be reported back once received	Fiona Ledden
11 October 2018	RGSC/18/55 Delivering Equalities through the Council's spending decisions, decision making and monitoring processes	To request that a completed EIA is submitted as part of the budget reports planned for the Committees meeting in December in order to help determine if any further scrutiny on this subject is required	This recommendation will be actioned at Decembers meeting	Carol Culley/Janice Gotts

8 November 20128	RGSC/18/58 Factory Project	<p>To request the City Treasurer to provide Committee Members with a copy of the 5 case Business Plan.</p> <p>To request that Officers arrange a site visit for the Committee to the Factory Project at an appropriate time</p>	<p>A response to this recommendation has been requested and will be reported back once received</p> <p>A response to this recommendation has been requested and will be reported back once received</p>	Carol Culley
8 November 2018	RGSC/18/61 Annual Property Report	<p>To request that Scrutiny Committee is sighted on any report in relation to the proposals surrounding the re-provision of existing social housing tenants within the Beswick area as part of the Eastlands Regeneration Framework.</p> <p>To request that Officers provide information on the Social Value aspect of the Jacobs contract to members of the Resources and Governance Scrutiny Committee and the Ethical Procurement and Contract Management Sub Group.</p>	<p>A response to this recommendation has been requested and will be reported back once received</p> <p>A response to this recommendation has been requested and will be reported back once received</p>	Eddie Smith Eddie Smith

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 **20 November 2018**, 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.

Directorate - Corporate Core

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Strategic Land Acquisition Ref: 15/003	The approval of capital expenditure for the purpose of the strategic acquisition of land.	City Treasurer	March 2018 or later	Gateway 5 (procurement document)	Eddie Smith 0161 234 4821 e.smith@manchester.gov.uk
Collyhurst Regeneration	The approval of capital expenditure for land and buildings in	City Treasurer	March 2018 or later	Gateway 5 (procurement document)	Eddie Smith 0161 234 4821 e.smith@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Ref: 15/005	Collyhurst.				
Depots Programme Ref: 15/007	The approval of capital expenditure on the council's depots.	City Treasurer	March 2018 or later	Gateway 5 (procurement document)	Julie McMurray Tel: 0161 234 6702 j.mcmurray@manchester.gov.uk
Factory Project Ref: 15/012	The approval of capital expenditure in relation to the creation of the Factory.	City Treasurer	March 2018 or later	Gateway 5 (procurement document)	Dave Carty 0161 219 6501 d.carty@manchester.gov.uk
Allocation of Central Contingencies/ Reserves Ref: 15/023	To fund currently unplanned expenditure or expenditure the exact amount of which has yet to be determined.	The Executive	March 2018 or later	Report to the Executive as part of the Global Monitoring Report	Carol Culley 0161 234 3590 carol.culley@manchester.gov.uk
Allocations for General/Earmarked Reserves Ref: 15/024		The Executive	March 2018 or later	Report and recommendation	Carol Culley 0161 234 3590 carol.culley@manchester.gov.uk
Clean and Green Fund Ref: 15/025	Long-term improvements to cleanliness and environment of the city.	City Treasurer	March 2018 or later	Requests from Growth and Neighbourhoods Directorate	Carol Culley 0161 234 3590 carol.culley@manchester.gov.uk
Leisure Services – External Ref: 2016/02/01C	The approval of capital expenditure.	City Treasurer	March 2018 or later	Gateway 5 procurement document	Lee Preston 07852957286 l.preston2@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Capital Investment in schools Ref: 2016/02/01D	The approval of capital expenditure in relation to the creation of school places through new builds or expansions.	City Treasurer	January 2018 or later	Gateway 5 (procurement document)	Amanda Corcoran 0161 234 4314 a.corcoran@manchester.gov.uk
Our Manchester Strategy 2016-19 Ref: 2016/01/14	To adopt the "Our Manchester ICT Strategy 2016-19".	The Executive	March 2018 or later	Our Manchester ICT Strategy 2016-19	Bob Brown 0161 234 5998 bob.brown@manchester.gov.uk
Construction and Property Professional Services Framework (CAPPS) for the Capital Programmes and Property Dept. Contract TC859 Ref: 2016/07/21	To seek approval to award Framework Agreements a range of professional services in connection with construction and property related matters. This will consist of 21 individual Framework Lots, each relating to a specific professional discipline, for the use of the Capital Programmes and Property Dept. Each will operate for 2 years with an option to extend for up to a further 2 years. The anticipated commencement dates	Chief Executive in consultation with the City Treasurer	Phased in batches of Lots according to priority, between September 2016 and September 2018 or later	Confidential contract report with recommendations and supporting documents.	John Finlay 0161 219 6530 j.finlay@manchester.gov.uk Neil Davies 0161 234 3005 n.davies@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
	for various Lots are phased between August and October 2016.				
Provision of licenses for improved SAP provision Ref: 2017/02/02A	To seek approval to award a contract to a single supplier for license provision allowing the Council access to an improved SAP interface.	City Treasurer in consultation with the Chief Executive	March 2018 or later	Confidential contract report with recommendations	Bob Brown 0161 234 5998 bob.brown@manchester.gov.uk Michael Shields 0161 234 1009 m.shields@manchester.gov.uk
Carbon Reduction Programme Ref:2017/06/30C	The Approval of Capital Spend in order to achieve a reduction in carbon emissions.	City Treasurer	March 2018 or later	Gateway 5	Julie McMurray Strategic Development 0161 219 6791 Mobile : 07950 790533 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	March 2018 or later	Gateway 5	Julie McMurray Strategic Development 0161 219 6791 / 07950 790533 j.mcmurray@manchester.gov.uk
Security Services (Contract TC888) Ref:2017/09/04B	To seek approval to appoint a company/s for the provision of Security Services, covering all city requirements within Manchester.	City Treasurer in consultation with the Chief Executive	March 2018 or later	Confidential contract report with recommendations	Steve Southern Head of Facilities Management Corporate Estates Team 0161 234 3683 s.southern@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
	The contract will be for a 3 year period with the option to extend for a further 2 years.				Colin Butterworth Senior Procurement Officer 0161 234 3434 c.butterworth@manchester.gov.uk
Lincoln Square/Brazennose St Ref: 2017/12/04A	To approve the signing of a collaboration agreement among landowners, as a precursor to the Council investing £1.2m of a total of £4.08m in a new public square and public realm.	City Treasurer	March 2018	Draft collaboration agreement Draft public realm development plans High level cost schedule	Pat Bartoli Head of City Centre Growth and Regeneration 0161 234 3329 p.bartoli@manchester.gov.uk
Greater Manchester Waste Disposal Authority (GMWDA) - GM Waste Disposal Levy Allocation Methodology and Approval of a Revised Levy Allocation Model 2017/12/13	Approve the revised GMWDA Levy Apportionment Methodology Agreement which is to be applied in full from 2019/20 and with transitional arrangements for 2018/19.	City Solicitor	March 2018	GMWDA Waste Management Levy Allocation Methodology (LAMA) Agreement	Fiona Worrall 0161 234 3926 f.worrall@manchester.gov.uk
Planned Preventative Maintenance (PPM) and reactive repairs	To seek approval to award a contract to a single supplier to carry	City Treasurer	August 2018	Confidential Contract Report with	Jared Allen Interim Director of Capital Programmes

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Ref:2018/01/31A	out repairs to Public Buildings within Manchester			recommendation	Tel: 0161 234 5683 j.allen4@manchester.gov.uk Stephen Polese Procurement Officer 0161 234 3265 s.polese@manchester.gov.uk
Extra Care Ref: 2018/02/1A	The approval of capital expenditure that will provide 72 new units as part of the City's Extra Care Programme	City Treasurer	March 2018 or later	Business Case	Steve Sheen 234 4115 s.sheen@manchester5.gov.uk
Empty Homes Clusters Phase 2 Ref: 2018/02/28D	The approval of capital expenditure for the purchase and refurbishment of long term empty properties in North and East Manchester	City Treasurer	March 2018 or later	Business Case and Gateway 5 (procurement document)	Ian Runacres 0161 234 4953 i.runacres@manchester.gov.uk
Manchester Health and Care Commissioning Pooled Budget Arrangements Ref: 2018/03/15/A	To finalise and agree the Section 75 agreement between the Council and the Manchester Clinical Commissioning Group to enter into a pooled budget arrangement.	City Treasurer, Interim City Solicitor in consultation with Executive Member for	30/04/18	Report to Executive 21/03/18 The Section 75 Agreement	Carol Culley City Treasurer 0161 234 3406 c.culley@manchester.gov.uk Jacqui Dennis Interim City Solicitor 0161 234 3087

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
		Finance and Human Resources			j.dennis@manchester.gov.uk
Manchester Airport – MCC Freehold Leases rent Review 2016 Ref: 2018/03/21A	To approve the new rent to be received following the conclusion of the 2016 rent review	Eddie Smith	April 2018	Briefing Note	Name: Mike Robertson Position: Senior Development Surveyor Tel no: 31260 Email address: m.robertson@manchester.gov.uk
National Productivity Investment Fund – Mancunian Way Junctions with Princess Parkway Improvements Ref: 2018/04/03/B	The approval of capital spend to improve and increase capacity throughout by signalling two key junctions of the Mancunian Way; Princess Road/Medlock Street and Cambridge Street/Higher Cambridge Street	City Treasurer	April 2018 or later	Gateway 5 & Business Case	Kim Dorrington 0161 234 4828 k.dorrington@manchester.gov.uk
Provision of Telephony / Unified Communications Ref: 2018/04/03/F	To seek approval to award a contract to a single supplier for the provision of Telephony / Unified Communications across the Council	City Treasurer / SMT	October 2018	Confidential Contract Report with Recommendations	Bob Brown Chief Information Officer Tel: 0161 234 5998 Bob.brown@manchester.gov.uk Michael Shields Procurement Manager Tel: 0161 234 1009 m.shields@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
TC970 - Supply of Electricity (Street Lighting, brokered sites, over 100KW sites & sub 100KW site contracts). 2018/05/25A	Multi-supplier framework for the supply of Electricity (Street Lighting, Brokered sites, Over 100KW sites & sub 100KW site contracts).	City Treasurer	August 18 onwards	Report and Recommendation	Walter Dooley. Group Manager (Energy) Corporate Procurement w.dooley@manchester.gov.uk 0161 234 3633
North West Construction Hub High Value Framework (2018-2022) Reprocurement Ref: 2018/05/1A	Approval to appoint contractors to the North West Construction Hub High Value Framework 2018, for the delivery of construction projects of a value between £8m – over £35m for public sector organisations within the North West of England.	City Treasurer	November 2018	Confidential High Value Report 2018 (will be attached at Key Decision stage once outcome of process is known)	Name: Jared Allen Position: Director of Capital Programmes and Property Tel no: 0161 219 6213 Email address:j.allen@manchester.gov.uk Name: John Finlay Position: Capital Programme Procurement Manager Email: j.finlay@manchester.gov.uk 0161 219 6213
ICT Capital Investment Ref: 2018/05/1C	The approval of capital spend for the purpose of ICT Capital Investment	City Treasurer	May 2018 or later	Gateway 5 & Business Case	Bob Brown 234 5998 Bob.brown@manchester.gov.uk
Civic Quarter Heat Network Contract 2018/06/22A	To award and enter into the necessary arrangements to deliver the Civic	City Treasurer and Strategic Director	July 2018	Legal documentation and arrangements to effect the delivery	Name: Paul Hindle Position: Head of Finance Tel no: 0161 234 3025 Email

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
	Quarter Heat Network (CQHN) including all corporate, commercial, contractual, delivery and operational arrangements together with all necessary property arrangements and all ancillary agreements. Approval of the business plan, business case and any funding arrangements	(Development) and the City Solicitor		of the CQHN together with Executive reports – Item 8, 21 st March 2018 and Item 4 - 10 th January 2018, business case, business plan, and Contract Report setting out the terms of the arrangements.	address:p.hindle@manchester.gov.uk
Data Centre Network Provision and Implementation 2018/08/01C	To seek approval to award a contract for the data centre network provision including implementation	City Treasurer/Chief Information Officer	October 2018	Confidential Contract Report with recommendation.	Bob Brown Chief Information Officer Tel: 0161 234 5998 bob.brown@manchester.gov.uk Chris Johnson Senior Procurement Officer Tel: 0161 234 3085 c.johnson1@manchester.gov.uk
Our Town Hall- Appointment of the Management Contractor. 2018/09/07A	Appointment of the Management Contractor	The City Treasurer	Nov 18	Executive Report 8 th March 2017 – Manchester Town Hall and Albert Square-Out Town Hall Resources and	Jared Allen Director of Capital Programmes Tel: 0161 234 5683 Mobile: 07866 989671 email: j.allen4@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
				Governance Report 6 th September 18-OTH Management Contractor Update OTH - Contract Report for the appointment of the Management Contractor	
Our Town Hall- Management Contractor- Fees and Preliminaries 2018/09/07/B	Approval to spend the Management Contractors Fee and Preliminaries	The City Treasurer	Nov 18	Executive Report 8th March 2017 – Manchester Town Hall and Albert Square-Out Town Hall Resources and Governance Report 6th September 18-OTH Management Contractor Update OTH - Contract Report for the appointment of the Management Contractor	Jared Allen Director of Capital Programmes Tel: 0161 234 5683 Mobile: 07866 989671 email: j.allen4@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Framework Agreement for the Provision of Office Furniture 2018/09/07/C	To seek approval to award a framework of up to 5 suppliers for the provision of office furniture	Strategic Director (Development) and the City Treasurer	October 2018	Report and Recommendation	Samantha Wilson Senior Procurement Officer samantha.wilson@manchester.gov.uk 0161 234 4368
Extra Care – Burnage Lane 2018/09/24A	The approval of a capital contribution towards the development of a 56 unit affordable rent scheme as part of the City's Extra Care programme.	City Treasurer	January 2019 or later	Business Case	Steve Sheen 234 4115 s.sheen@manchester.gov.uk
TC969 – Provision of Comms Room Phase 2 Project and Delivery 2018/09/24C	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.	City Treasurer	December 18 onwards	Report and Recommendation	Andrew Blore ICT Strategic Business Partner 0161 234 1882 a.blore@manchester.gov.uk
Alexandra House 2018/09/28A	The approval of capital spend on the refurbishment of the office building and underground car park.	City Treasurer	October 2018 or later	Business Case	Eddie Smith 0161 234 4821 e.smith@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
West Gorton Park 2018/09/28B	The approval of capital spend on the design and creation of a new community park.	City Treasurer	October 2018 or later	Business Case	Eddie Smith 0161 234 4821 e.smith@manchester.gov.uk
Replace On Street Parking Pay and Display Machines 2018/09/28C	The approval of capital spend on the replacing of pay and display machines to allow for newer payment types.	City Treasurer	October 2018 or later	Business Case	Steve Robinson 0161 234 4828 Steve.robinson@manchester.gov.uk
Peterloo Memorial 2018/10/04D	The approval of capital expenditure in relation to the creation of the Peterloo Memorial.	City Treasurer	December 2018 or later	Checkpoint 4 Business Case	Dave Carty d.carty@manchester.gov.uk 0161 234 5908
Award of Print Contract for Elections and Registration 2018/10/04E	To appoint a supplier to provide print services for Elections and Registration materials for a period of 2 years with the ability to extend for a further 2 years, dependent on performance and delivery. The intended commencement date of the contract is January 2019.	City Solicitor	November 2018	Tender Responses and sample materials submitted by bidders as part of the competitive tendering process (being managed by STaR procurement on behalf of AGMA authorities)	Emma Burnett Head of Electoral Services e.burnett@manchester.gov.uk 0161 234 3146 Clare Travers Electoral Services Team Manager c.travers@manchester.gov.uk 0161 219 6949

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Metroshuttle Funding 2018/10/05A	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.	City Treasurer and City Solicitor in consultation with Lead Member for Finance and Human Resources	Nov 18	Funding agreement and Executive Report	Name: Paul Hindle Position: Head of Finance Email:- p.hindle@manchester.gov.uk Telephone:0161 234 3025 Name: Richard Elliot Position: Head of City Policy Email: r.elliott@manchester.gov.uk Telephone: 0161 219 6494
Supply, installation, and maintenance of Pay and Display ticket machines 2018/10/11A	To seek approval to award a Contract to 1 supplier to Supply, install, and provide maintenance of all Pay and Display ticket machines across the city centre	City Treasurer & Deputy Chief Executive	Dec 2018	Confidential Contract Report with recommendation	Daniel Holden Contracts Manager Tel: 07534 956491 d.holden@manchester.gov.uk Stephen Polese Procurement Officer 0161 234 3265 s.polese@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Our Town Hall –Early Works 2018/10/11B	Approval to spend the Capital Budget for Early Works estimated at £2.39m	The City Treasurer	October 2018	Business Case for Early Works submitted to Capital Strategic Board -September 2018	Jared Allen Director of Capital Programmes Tel: 0161 234 5683 Mobile: 07866 989671 email: j.allen4@manchester.gov.uk
TC986 – SAP SUPPORT AND MAINTENANCE 2018/10/11D	To provide support to the SAP team in order to resolve incidents	City Treasurer	November 18 Onwards	Report and Recommendation	Alexander Forbes Programme Manager (ICT Corporate Core) a.forbes@manchester.gov.uk 0161 234 1820 Robert Kelk Procurement Manager Corporate Procurement r.kelk@manchester.gov.uk 0161 245 7897
House and Institute of Sport 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).	The City Treasurer	October 2018	Report to Executive: Eastlands Regeneration Framework - 13.12.17 & 25.07.18 (update).	Name: Richard Cohen Position: Senior Development Surveyor Tel no: 234 3019 Email address: r.cohen@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Northwards Housing Replacement of Prepayment Meters in High Rise Blocks 2018/10/17B	The approval of capital spend on the upgrading of obsolete heat and prepayment meters in high rise blocks	City Treasurer	November 2018 or later	Business Case	Ian Runacres 0161 234 4953
TC718 – Microsoft Licenses and Support 2018/10/26A	To appoint a Microsoft Licensing Solutions Partner to work with the Council regarding its Microsoft software and licensing estate	City Treasurer	November 18 onwards	Report and Recommendation	Stephen Knight ICT Service Management 07903 272363 r.kelk@manchester.gov.uk Robert Kelk Procurement Manager 0161 245 7897 r.kelk@manchester.gov.uk
North West Construction Hub Medium Value Framework (2019-2023) Reprocurement 2018/11/02A	Approval to appoint contractors to the North West Construction Hub Medium Value Framework 2019, for the delivery of construction projects of a value between £2m – £10m split as follows: Lot 1 – Cumbria, £2m - £5m Lot 2 – Lancashire, £2m - £5m	City Treasurer	March 2019	Confidential Medium Value Report 2019 (will be attached at Key Decision stage once outcome of process is known)	Name: Jared Allen Position: Director of Capital Programmes and Property Tel no: 0161 219 6213 Email address:j.allen@manchester.gov.uk Name: John Finlay Position: Capital Programme Procurement Manager Email: j.finlay@manchester.gov.uk 0161 219 6213

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
	<p>Lot 3 – Greater Manchester, £2m - £5m</p> <p>Lot 4 – Merseyside, £2m - £5m</p> <p>Lot 5 – Cheshire, £2m - £5m</p> <p>Lot 6 – North West, £5m - £10m for public sector organisations within the North West of England.</p>				
<p>Adult Social Care Winter Funding 2018</p> <p>2018/11/20A</p>	<p>Deployment of £2.7m of funding to schemes</p>	<p>Executive</p>	<p>12 Dec 2018</p>	<p>Report</p>	<p>Name: Simon Finch Position: Head of Finance Tel no: 07939/132452 Email address: s.finch@manchester.gov.uk</p>
<p>Council Tax Base</p> <p>2018/11/20</p>	<p>To set the 2019/20 Council Tax Base</p>	<p>City Treasurer, in consultation with the Executive Member for Finance and Human Resources</p>	<p>31/01/2019</p>	<p>Council Tax Base report</p>	<p>Name: Julie Hardman Position: Group Finance Lead Strategic Revenue Budget & Financial Accountancy Tel no: 234 4025 Email address: julie.hardman@manchester.gov.uk</p>

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Business Rates Base 2018/11/20C	To set the 2019/20 Business Rates Base	City Treasurer, in consultation with the Executive Member for Finance and Human Resources	31/01/2019	Business Rates Base report	Name: Julie Hardman Position: Group Finance Lead Strategic Revenue Budget & Financial Accountancy Tel no: 234 4025 Email address: julie.hardman@manchester.gov.uk
Council Tax 18/19 Balance 2018/11/20D	Agree the estimated council tax surplus or deficit	City Treasurer, in consultation with the Executive Member for Finance and Human Resources	15/01/2019	Council Tax balance report	Name: Julie Hardman Position: Group Finance Lead Strategic Revenue Budget & Financial Accountancy Tel no: 234 4025 Email address: julie.hardman@manchester.gov.uk
Business Rates 18/19 balance 2018/11/20E	Agree the estimated business rates surplus or deficit	City Treasurer, in consultation with the Executive Member for Finance and Human Resources	15/01/2019	Business Rates balance report	Name: Julie Hardman Position: Group Finance Lead Strategic Revenue Budget & Financial Accountancy Tel no: 234 4025 Email address: julie.hardman@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Smallworks Construction Framework (2019) 2018/11/20J	Approval to appoint contractors to the Smallworks Construction Framework, for the delivery of construction projects of a value between £2k - £500k for Manchester City Council and other public bodies as outlined in the OJEU notice for a duration of 3 years with the option to extend for a further 1 year.	City Treasurer	April 2019	Confidential Smallworks Construction Framework Tender Report (2019) (will be attached at Key Decision stage once outcome of process is known)	Name: Jared Allen Position: Director of Capital Programmes and Property Tel no: 0161 219 6213 Email address:j.allen@manchester.gov.uk ----- Name: John Finlay Position: Capital Programme Procurement Manager Email: j.finlay@manchester.gov.uk 0161 219 6213

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

3. Resources and Governance Scrutiny Committee - Work Programme – December 2018

Thursday 6 December 2018, 2.00pm (Report deadline Tuesday 27 November 2018)				
Item	Purpose	Lead Executive Member	Strategic Director/ Lead Officer	Comments
Budget Setting themed meeting	To include:- <ul style="list-style-type: none"> • Autumn Statement • The Councils overarching budget strategy • Budget reports/business plans for the Corporate Core • Setting of CT and BR for budget setting purposes • Capital monitoring 	Councillor Ollerhead (Executive Member for Finance and HR)	Carol Culley Janice Gotts	
Proposed changes to the Council Tax charges levied for tax on empty properties	To receive a report on the proposed changes to the Council Tax charges for tax on empty properties prior to consultation	Councillor Ollerhead (Executive Member for Finance and HR)	Julie Price	
Delivery of the Capital Programme	To receive a report that provides cost details including agreed spend, current spend and expected final spend of all programmes of work valued over £10million that are listed on the Capital Programme	Councillor Ollerhead (Executive Member for Finance and HR)	Janice Gotts	Invitations to appropriate Strategic Directors and Executive Members to be agreed by the Chair.

Our Town Hall – Letting of Management Contract	To receive a report on the letting of the Management Contract for the refurbishment and restoration of Manchester Town Hall	Councillor Ollerhead (Executive Member for Finance and HR)	Caro Culley Jared Allen	Part and B reports
Overview report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee’s work programme and any items for information.		Mike Williamson	

Thursday 10 January 2019, 2.00pm

**** DUE TO CHRISTMAS BREAK PLEASE CAN AS MANY REPORTS AS POSSIBLE BE SUBMITTED BY FRIDAY 21 DECEMBER ****

(Actual report deadline - Monday 31 December 2018)

Item	Purpose	Lead Executive Member	Strategic Director/ Lead Officer	Comments
Financial Settlement	To receive a report on the financial settlement for the Council for the 2019/20 financial year	Councillor Ollerhead (Executive Member for Finance and HR)	Carol Culley Janice Gotts	
Management of staff performance and misconduct	To receive a report on how the Council manages staff performance and underperformance, and the steps that are taken to address misconduct by staff. This report will include data on staff suspensions.	Councillor Ollerhead (Executive Member for Finance and HR)	Lynne Ridsdale	Part B report
Modern Slavery and Living Wage	To receive a report on the Council's position in regards to Modern Slavery and an update on progress that has been made towards consideration of becoming an accredited Living Wage employer	Councillor Ollerhead (Executive Member for Finance and HR)	Ian Brown Carol Culley	

Overview report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.		Mike Williamson	
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**Thursday 7 February 2019, 2.00pm
(Report deadline Tuesday 29 January 2019)**

Item	Purpose	Lead Executive Member	Strategic Director/ Lead Officer	Comments
Refreshed budget and business plans	<p>The Committee will consider the refreshed budget and business plans for Corporate Core, following consideration of original proposals at its December 2018 meeting.</p> <p>To include business plans for all other Directorates as an appendix</p>	Councillor Ollerhead (Executive Member for Finance and HR)	Carol Culley	
Financial Impact of Welfare Reforms	To receive a report that describes the impact of welfare reforms on the Council's finances in its ability to provide support to residents of Manchester.	Councillor Ollerhead (Executive Member for Finance and HR)	Carol Culley Julie Price	
Changes to the Council Tax charges levied for tax on empty properties	To receive a further report following the consultation period on the final proposals in relation to Council Tax charges for tax on empty properties.	Councillor Ollerhead (Executive Member for Finance and HR)	Julie Price	See December 2017
Overview report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.		Mike Williamson	

**Monday 25 February 2019, 10.00am – BUDGET MEETING
(Report deadline Thursday 14 February 2019)**

Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Budget Reports	To receive an update on the Councils Budget options prior to submission to the Executive and Full Council.	Councillor Ollerhead (Executive Member for Finance and HR)	Carol Culley	
Review of the Council's Christmas 2018 communications	To receive a report that reviews the level of success the Council's Christmas 2018 communications	Councillor Nigel Murphy (Deputy Leader)	Jen Green	
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.		Mike Williamson	

**Thursday 7 March 2019, 2.00pm
(Report deadline Thursday 14 February 2019)**

Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
HR themed meeting	Details to be determined by the Chair in consultation with the Director of HROD	Councillor Ollerhead (Executive Member for Finance and HR)	Lynne Ridsdale	
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	
Central Retail Park	To receive an update on Central Retail Park.	Councillor Ollerhead (Executive Member for Finance and Human Resources)	Eddie Smith	
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
Our Manchester – financial Impact on decision making and Business Plan	To receive a report on the evaluation of Our Manchester and how this is helping to deliver the required Council savings targets and the effect that it will have on the Council’s future budget process	Councillor Ollerhead (Executive Member for Finance and HR)	Sara Todd Carol Culley	
Global Revenue Budget Monitoring	To receive an update on the forecasted financial position for 2017/18 through to 2018/19	Councillor Ollerhead (Executive Member for Finance and Human Resources)	Carol Culley Janice Gotts	This will be considered as part of the suite of reports at the Budget meeting of 25 February 2019.
Section 106 and the Councils associated financial obligations - update	To receive a further update that includes:- The governance arrangements in the delivery of S106 agreements; Progress made following the Council motion passed in March 2018 on Transparent Viability Assessments; Practical examples of the delivery and spend of S106 funding The structure of consultation with Ward Councillors; Consideration of the use of CIL within the City Centre	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 this update every quarter
The Council's Communication Plan 2019/20	To receive a draft of the Council's proposed communications plan for 2019/20	Councillor Nigel Murphy (Deputy Leader)	Jen Green	Provisionally scheduled for May 2019
The Council's approach to consultation	To receive a report on the Council's approach to consultation with Manchester residents	Councillor Nigel Murphy (Deputy Leader)	Jen Green Kate Waterhouse	Provisionally scheduled for September 2019 as part of a communication themed meeting
The Council's proposed communications strategy for setting its budget for 2020 onwards	To receive a report that outlines how the Council intends to communicate and consult with Manchester residents on its budget process for 2020 and beyond	Councillor Nigel Murphy (Deputy Leader) Councillor Ollerhead (Executive Member for Finance and Human Resources)	Jen Green Carol Culley Janice Gotts	Provisionally scheduled for September 2019 as part of a communication themed meeting
Update on progress made with GDPR communications	To receive a report that provides an update on how successful the Council has been in communicating with staff on the requirements of GDPR		Jen Green Fiona Ledden	Provisionally scheduled for September 2019 as part of a

				communication themed meeting
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