



Resources and Governance Scrutiny Committee

Date: Tuesday, 25 May 2021

Time: 2.00 pm

Venue: Council Chamber, Level 2, Town Hall Extension

Everyone is welcome to attend this committee meeting.

Access to the Public Gallery

Access to the Public Gallery is on Level 3 of the Town Hall Extension, using the lift or stairs in the lobby of the Mount Street entrance to the Extension. **There is no public access from any other entrance.**

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 – Membership of the Committee will be determined at the Council AGM on Wednesday 19 May 2021

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** 5 - 10
To approve as a correct record the minutes of the meeting held on 9 March 2021
- 5. Annual Property Report 2020/2021**
Report to follow.
- 6. Re-establishment of the Human Resources Sub Group** 11 - 16
Report of the Governance and Scrutiny Support Unit attached

This report seeks the Committee's approval to re-establish the Human Resources Subgroup for the 2021/22 Municipal Year and agree its terms of reference.
- 7. Re-establishment of the Ethical Procurement and Contract Management Sub Group** 17 - 22
Report of the Governance and Scrutiny Support Unit attached

This report seeks the Committee's approval to re-establish the Ethical Procurement and Contract Management Subgroup for the 2021/22 Municipal Year and agree its terms of reference.
- 8. Overview Report** 23 - 40
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.

9. 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.

10. Scrutiny Committees' work on cross-cutting themes of the Our Manchester Strategy

41 - 44

Report of the Deputy Chief Executive and City Treasurer attached

This report provides an overview of how cross-cutting themes in the Our Manchester Strategy – Forward to 2025 reset document are covered by the Council's Scrutiny Committees during the 2021/22 municipal year.

The report is to form part of the Work Programming session at the rise of this meeting for Committee Members only.

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.

The Council welcomes the filming, recording, public broadcast and use of social media to report on the Committee's meetings by members of the public.

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
Tel: 0161 2343071
Email: m.williamson@manchester.gov.uk

This agenda was issued on **Monday, 17 May 2021** by the Governance and Scrutiny Support Unit, Manchester City Council, Level 3, Town Hall Extension (Lloyd Street Elevation), Manchester M60 2LA

Resources and Governance Scrutiny Committee

Minutes of the meeting held on Tuesday, 9 March 2021

This Scrutiny meeting was conducted via Zoom, in accordance with the provisions of the The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Present:

Councillor Russell (Chair) – in the Chair
Councillors Ahmed Ali, Andrews, Clay, Davies, Lanchbury, B Priest, Rowles, A Simcock, Stanton, Wheeler and Wright

Also present:

Councillor Leese Leader
Councillor N Murphy, Deputy Leader
Councillor Richards, Executive Member for Housing and Regeneration

RGSC/21/16 Minutes

Decision

The Committee approves the minutes of the meeting held on 17 February 2021 as a correct record.

RGSC/21/17 Proposed refresh of the Council's Social Value Policy and what Social Value has been derived during Covid-19 lockdown

The Committee considered a report of the Deputy Chief Executive and City Treasurer, which provided an update on the effects on the delivery of Social Value by the Council's suppliers resulting from the pandemic and set out proposals to reprofile the Council's priorities for the delivery of Social Value to more closely align the social value priorities to supporting the city's economic recovery and introduce further measures that would ensure that the commitment to addressing the climate crisis was reflected by the Council's suppliers.

Key points and themes in the report included:-

- The Council's approach to Social Value;
- How the pandemic had affected Social Value;
- Examples where the delivery of Social Value had continued and where contractors have had to significantly adapt or pause their social value provision in light of the pandemic;
- An overview of the proposed new Social Value Policy which included priority actions to support Manchester's recovery, expanding the Council's priority groups and environmental scoring in the evaluation of tenders; and
- The expected impact of the updated priorities.

The report would also be considered by the Executive at its meeting on 17 March 2021

Some of the key points that arose from the Committee's discussions were:-

- The proposal to move to a 30% Social Value weighting to all contracts as standard (20% social value and 10% zero carbon) was welcomed;
- What impact would the reduction in the Council's budget and staffing have on the ability of the Integrated Commissioning and Procurement team to deliver Social Value;
- How was the further priority aimed at addressing inequalities faced by Black, Asian and Minority Ethnic (BAME) residents going to be achieved;
- What quantitative measures could be asked of employers to demonstrate that they were providing Social Value within their tenders;
- Did the Council hold any information on the percentage of businesses in the city that were owned or managed by Black, Asian and Minority Ethnic people and did the Council monitor what proportion of its contracts went to such businesses;
- It was questioned why Manchester's Social Value policy did not specifically reference the use of local supply chains in the same way the Greater Manchester Social Value policy did;
- It was suggested that the Ethical Procurement and Contract Management Scrutiny Sub Committee should play a role in monitoring the implementation on the refreshed Social Value Policy and that this should be reflected in the policy;
- Further information was sought on how the Integrated Alcohol and Drug Early Intervention and Treatment service with CGL, have continued to meet their social value environmental commitments;
- What happened to those individuals who were on Biffa's apprenticeship programme when they had to pause its apprentice programme due to the pandemic and could an assurance be given that the same number of formal apprenticeships would be delivered before the break in contract with Biffa;
- Was it possible to provide any detail on how the 10% Social Value weighting to zero carbon would be monitored and how much involvement would be expected of businesses to buy in to the climate change agenda;
- Would it be possible in the Policy to incentivise contractors to provide employment and apprenticeship opportunities at a very local level across the city;
- Would it be possible to monitor the outcome of social value from Council contracts in a similar way to how the Economic Dashboard is presented;
- Had any consideration been given to including reference to the Living Hours campaign in ensuring a good employment offer as part of the priority actions list; and
- It was suggested that the Committee received an update report on apprenticeship provision by the Council's top 10/20 suppliers to ensure that they were expecting to fulfil the commitments made.

The Leader commented that the Council would need to reorganise itself in light of the budgetary challenges it faced in order to be as fit for purpose as it possibly could, with the resources restraints it had. It was recognised that the delivery of a number

of services in the short term, not just Social Value would be challenging. The Deputy Chief Executive added that the delivery of Social Value was not solely the responsibility of the Integrated Commissioning and Procurement team.

It was explained that the employment of local businesses had always been a Social Value priority of any tender but had not necessarily been segmented beyond opportunities for young people and the proposal to address inequalities faced by BAME would ensure the Council lived up to the standards expected of it and would ensure the Council had BAME friendly approaches in its tender process.

The Head of Integrated Commissioning and Procurement advised that proposals put forward by a supplier as to how they intended to deliver Social Value would be encompassed in Key Performance Indicators for the contract and then monitored over the management of the contract to ensure these indicators were met. He also advised that the Council did not currently monitor what proportion of its contracts went to businesses in the city that were owned or managed by Black, Asian and Minority Ethnic people but acknowledged that this was something that was possibly needed going forward. He also stated that there was currently a process underway to look at potential software packages to monitor how social value could be captured across the Council. There was also no data available to indicate what percentage of businesses in the city were owned or managed by Black, Asian and Minority Ethnic people.

The Leader commented that it would not be appropriate to reflect in the policy what the Committee determined that its Sub Group should scrutinise, but acknowledged that if it was minded to keep an overview of monitoring the implementation on the refreshed Social Value Policy, then the Sub Committee would be appropriate to do so. In terms of local supply chains, he advised that this was inherent in many of the Council contracts with suppliers as this was one of the key ways in which suppliers were able to deliver Social Value and added there would be no issue in specifying this in the Council's policy rather than it be inherent.

The Head of Integrated Commissioning and Procurement agreed to provide further information to the Committee after the meeting in relation to how the Integrated Alcohol and Drug Early Intervention and Treatment service with CGL, had to meet their social value environmental commitments. He also added that he would speak to Biffa in relation to their apprenticeship programme and provide a response to the Committee in due course.

It was explained that it was endemic in delivering Social Value that if recruitment was taking place, that this would be in areas of deprivation and amongst those furthest away from the job market first. In relation to monitoring the climate change objectives and proposal, it would need to be proportionate to the scale of the contract.

The Leader advised that if there was the capacity to collect and monitor the social value data in real-time then the Council could look at producing something akin to the Economic dashboard. He also advised that the Council was a signatory to the Greater Manchester Good Employment Charter which covered more than the living wage and this was the basis to be judging good employment on otherwise there would be inconsistencies with other approaches being taken.

Decisions

The Committee:-

- (1) Endorses the recommendations to the Executive, subject to the following:-
 - that the refreshed Social Value Policy has a stronger emphasis on the use of local supply chains and a focus on charitable giving to local charities as well as those listed in the report.
 - that the priority actions in reference to employment opportunities explicitly refers to the Greater Manchester Good Employment Charter.
- (2) Agrees to receive a future report on apprenticeship provision by the Council's top 10/20 suppliers to ensure that they were expecting to fulfil the commitments they had made.
- (3) Recommends that the Council explores the possibility of maintaining a register of businesses in the city that are owned or managed by Black, Asian and Minority Ethnic people and businesses owned or managed by women as suppliers to the Council with a view to fully understand what proportion of our suppliers come from these backgrounds.

RGSC/21/18 Estates Strategy

Decision

The Committee defers consideration of this report to its meeting in May or June 2021 in order for the report to be updated with more up to date information to enable a well-informed discussion.

[Councillor Wright declared a personal and prejudicial interest in this item as she is a member of the Executive of Manchester Trades Union Council which is presently pursuing a Community Asset Transfer from the Council and left the meeting before the consideration of this item.]

RGSC/21/19 Post transfer governance-Council Housing service

The Committee considered a report of the Director of Housing and Residential Growth, which provided a summary of the proposals for governance of the Housing service after it transferred from Northwards to the Council in July 2021.

Key points and themes of the report included:-

- Details of tenant engagement that had taken place, ensuring that there was a wider range of engagement with more diversity and proper representation;
- Consideration of the level of decision making that the proposed Housing Board should have;
- The proposal that once transferred, the housing management and maintenance service would be governed by elected members and tenants, building on existing tenant engagement processes;

- The Board's role and purpose, which would be similar to that of the Board of Northwards currently as it relates to housing functions, delivery and performance; and
- Timescales for formal implementation.

Some of the key points that arose from the Committee's discussions were:-

- It was requested that the six Elected Member positions on the proposed Board were appointed to from Councillors who had Northwards properties within their wards;
- There was concern that the proposed Board would not have direct operational responsibility for the housing service and essentially would be an advisory board;
- It was felt that the transition would need to be carefully managed so that tenants did not feel they were being ignored;
- It was suggested that the use of independent professional members on the Board, who could provide advice to tenants and Elected Members should be considered;
- There was a discussion about the merits of independent membership of housing boards, and concerns were raised about the potential for conflicts of interest to arise for Elected Members, particularly in the absence of independent members;
- There was concern that the proposed balance of the Board, with only four tenant representatives downplayed the tenants' voice and it was suggested that there should be an equal number of tenant seats on the Board to Elected Members;
- Confirmation was sought that meetings including all Councillors with Northward tenants in their wards would continue; and
- It was suggested that when the shadow board arrangements concluded, scrutiny should have an opportunity to review how effective it had been.

The Executive Member for Housing and Regeneration confirmed that the Elected Member positions on the proposed Board would be appointed to from Councillors who had Northwards properties within their wards. She added that a key priority over the last 12 months and also going forward would be ensuring tenants had a say and direct impact in the shaping of their service. Any structures would be developed in partnership with tenants through an independent organisation (Shelter) to ensure that they felt that their voice was being heard and listened to.

The Director of Housing and Residential Growth advised that part of the work programme being developed with Shelter would seek to increase the accreditation of the 26 Tenants and Residents Associations. A new Leaseholders Group would be created along with a Sheltered Housing Group and Editorial panel, to ensure all publications that were issued were tenant filtered and co-written.

The Leader commented that the proposals in the report had been discussed at a number of meetings and had been supported by Elected Members with Northwards tenants in their wards. He added that regardless of the membership the proposed Board would provide significant direction to how Northwards was managed. He

commented that it would be appropriate to review the governance arrangements once the transitional phase had concluded.

The Executive Member for Housing and Regeneration agreed to consider the Committee's suggestion for the use of independent professional members on the Board as part of further deliberations with tenants, Elected Members and Shelter as to how this could be delivered. She added that regular meetings with Elected Members with Northwards tenants in their wards would continue to take place and agreed that if the Committee wanted to review the effectiveness of the arrangements that were being put in place between now and July then a report could be provided to a future meeting

Decision

The Committee supports the creation of a Northwards Housing Board but in doing so asks the Executive Member for Housing and Regeneration to take on board the points raised around Independent Members on the Board by the Committee.

RGSC/21/20 Overview Report

The 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.

It was noted that a small number of previous recommendations were still outstanding responses and that these were now getting on for being 12 months old. It was also noted that as this was the last meeting of the Municipal Year, the Chair would liaise with Officers in relation to the work programme for the Committee's first meeting in the new Municipal Year

Decisions

The Committee:-

- (1) Notes the report.
- (2) Requests that Officers look to provide responses to the outstanding recommendations at the earliest opportunity.
- (3) Agrees that the Chair liaises with Officers in relation to the work programme for the Committee's first meeting in the new Municipal Year.

**Manchester City Council
Report for Resolution**

Report to: Resources and Governance Scrutiny Committee – 25 May 2021
Subject: Human Resources (HR) Sub Group Terms of Reference
Report of: Governance and Scrutiny Support Unit

Summary:

This report provides the Committee with the current terms of reference for the HR Subgroup which the Committee is asked to agree.

Recommendations:

The Committee is asked to re-establish the HR Subgroup for the Municipal Year 2021/22 and in doing so is invited to:-

1. Agree that the Chair of Resources and Governance Scrutiny Committee chairs the HR Subgroup.
 2. Determine and agree the membership of the Subgroup and proposed dates of meetings.
 3. Agree (or amend) the terms of reference as set out in the report.
 4. Agree (or amend) the work programme as set out in the report.
-

Contact Officer:

Name: Mike Williamson
Position: Governance and Scrutiny Support Manager
Telephone: 0161 234 3071
Email: michael.williamson@manchester.gov.uk

Background documents (available for public inspection):

None

1.0 Introduction

- 1.1 At the meeting of the 22 June 2017 the Resources and Governance Scrutiny Committee agreed to re-establish the HR Subgroup to examine how the Council's Human Resources are supporting the Council to achieve its aims and objectives.

The Committee also agreed the Terms of Reference at the same meeting.

- 1.2 As agreed when established in June 2017, the Subgroup will be ongoing until a time it is felt that it is no longer required. .

- 1.3 The membership of the Subgroup for the 2019/20 Municipal Year was:-

Councillor Andrews
Councillor Clay
Councillor Rowles
Councillor Russell (Chair)
Councillor Stanton
Councillor Wheeler

- 1.4 Due to the COVID-19 pandemic, the Subgroup was not re-established during the 2020/21 municipal year.

2.0 Recommendations

- 2.1 The recommendations are set out on the front of this report.

.

Human Resources Subgroup – Terms of Reference

| | |
|-------------------------------|--|
| Title | Human Resources Subgroup |
| Membership 2020/2021 | Councillor Russell (Chair) To be confirmed |
| Lead Executive Members | Executive Member for Finance and Human Resources |
| Strategic Directors | Carol Culley - Deputy Chief Executive & City Treasurer |
| Lead Officers | Director of HROD Deputy Director of HROD |
| Contact officer | Scrutiny Team Leader |
| Objectives | The purpose of this subgroup is to look at how the Council's human resources are supporting the Council to achieve its aims and objectives. |
| Operation | This subgroup will meet periodically and report its findings to the Resources and Governance Scrutiny Committee by submitting minutes to the Committee. The Committee will be asked to endorse any recommendations from the subgroup. |
| Access to Information | Meetings of the Subgroup will be open to members of the media and public except where information which is confidential or exempt from publication is being considered. Papers for the Subgroup will be made available to members of the media and public on the Council's website and the Town Hall Extension except where information which is confidential or exempt from publication is being considered. |
| Schedule of Meetings | To hold 3 meetings in the 2021/22 Municipal Year. |
| Commissioned | June 2017 |

**Resources and Governance Scrutiny Committee – Human Resources (HR) Subgroup
Work Programme – 2021/22**

| Meeting 1 – Date to be confirmed | | | | |
|--|---|------------------------------|---------------------|-----------------|
| Deadline for reports: To be confirmed | | | | |
| Item | Purpose | Lead Executive Member | Lead Officer | Comments |
| | | | | |
| | | | | |
| Work Programme | To review and approve the current work programme. | - | Scrutiny Support | |

| Meeting 2 – Date to be confirmed | | | | |
|--|---|------------------------------|---------------------|-----------------|
| Deadline for reports: To be confirmed | | | | |
| Item | Purpose | Lead Executive Member | Lead Officer | Comments |
| | | | | |
| Work Programme | To review and approve the current work programme. | - | Scrutiny Support | |

Meeting 3 – Date to be confirmed
Deadline for reports: To be confirmed

| Item | Purpose | Lead Executive Member | Lead Officer | Comments |
|----------------|---|-----------------------|------------------|----------|
| | | | | |
| | | | | |
| Work Programme | To review and approve the current work programme. | - | Scrutiny Support | |

This page is intentionally left blank

**Manchester City Council
Report for Resolution**

Report to: Resources and Governance Scrutiny Committee – 25 May 2021

Subject: Ethical Procurement and Contract Management Subgroup
Terms of Reference

Report of: Governance and Scrutiny Support Unit

Summary:

This report provides the Committee with the current terms of reference for the Ethical Procurement and Contract Management Subgroup which the Committee is asked to agree.

Recommendations:

The Committee is asked to re-establish the Ethical Procurement and Contract Management Sub Group for the Municipal Year 2020/21 and in doing so is invited to:-

1. Agree that the Chair of Resources and Governance Scrutiny Committee chairs the Ethical Procurement and Contract Management Subgroup.
 2. Determine and agree the membership of the Subgroup and proposed dates of meetings.
 3. Agree (or amend) the terms of reference as set out in the report.
 4. Agree (or amend) the work programme as set out in the report.
-

Contact Officer:

Name: Mike Williamson
Position: Governance and Scrutiny Support Manager
Telephone: 0161 234 3071
Email: michael.williamson@manchester.gov.uk

Background documents (available for public inspection):

None

1.0 Introduction

- 1.1 At its meeting on 20 July 2017 the Resources and Governance Scrutiny Committee agreed to establish an Ethical Procurement Subgroup. Membership of the Subgroup was to be formed from Members of the Resources and Governance Scrutiny Committee, Members of the Council's Audit Committee and the Chairs of the other five Scrutiny Committees.
- 1.2 The Committee also agreed the Terms of Reference at the same meeting. The key activities agreed by the Subgroup were:
- To monitor the Governance of the Social Value Fund;
 - To monitor large contracts that the Council has entered or is about to enter into to ensure Social Value is contained within these;
 - To review how the Council's Health Partners incorporate Social Value within their contracts; and
 - To review communication and promotion of the Policy.
- 1.3 As agreed when established in July 2017, the Subgroup will be ongoing until a time it is felt that it is no longer required. At its meeting in February 2019, the Sub Group felt that there was still merit in continuing to meet in the next Municipal Year (2019/20), but felt that the Subgroup should increase its number of meetings from three to four and also include within its terms of reference the objective of monitoring the management of contracts that the Council has entered, or is about to enter into.
- 1.4 The membership of the Sub Group for the 2019/20 Municipal Year was:-
- Councillor Russell (Chair)
 Councillor Ahmed Ali
 Councillor Clay
 Councillor Farrell (Chair of Health Scrutiny)
 Councillor Hacking (Chair of Communities and Equalities Scrutiny)
 Councillor Igbon (Chair of Neighbourhood and Environment Scrutiny)
 Councillor Lanchbury
 Councillor H Priest (Chair of Economy Scrutiny)
 Councillor Reid
 Councillor Shilton-Godwin
 Councillor Stone (Chair of Children and Young People Scrutiny)
 Councillor Watson
 Councillor Wheeler
- 1.5 Due to the COVID-19 pandemic, the Sub Group was not re-established during the 2020/21 municipal year.

2.0 Recommendations

- 2.1 The recommendations are set out on the front of this report.

| | |
|-------------------------------|---|
| Title | Ethical Procurement and Contract Management Subgroup |
| Membership 2021/2022 | Councillor Russell (Chair) To be confirmed |
| Lead Executive Members | Executive Member for Finance and Human Resources |
| Strategic Directors | Deputy Chief Executive and City Treasurer |
| Lead Officers | Head of Corporate Procurement Procurement Manager (Level 2) Group Manager - Procurement Work and Skills Project Manager |
| Contact officer | Scrutiny Team Leader |
| Objectives | <ol style="list-style-type: none"> 1. To monitor contracts that the Council has entered, or is about to enter into, to ensure Social Value is contained within these and any other contracts the Group deem appropriate; 2. To monitor KPI's, outcomes and deliverability of projects; 3. To monitor the governance of the Social Value Fund; 4. To review how the Council's Health Partners incorporate Social Value within their contracts; 5. To monitor the management of contracts that the Council has entered, or is about to enter into; and 6. To review the communication and promotion of the Ethical Procurement Policy amongst Council partners. |
| Key Lines of Enquiry | <ol style="list-style-type: none"> 1. To consider the proportion of procurement contracts possibly awarded to businesses that were not based in Manchester or Greater Manchester; 2. To consider the evaluation of the Ethical Procurement Policy's use in the tender processes and the extent to which its principles were being considered and whether the principles and objectives of the Policy are being rolled out across the authorities of the Greater Manchester Combined Authority; 3. To consider what promotion of the Social Value Toolkit is taking place and the wider understanding of the opportunities presented by ethical procurement across all directorates and services in the City Council; |

| | |
|------------------------------|--|
| | <p>4. To consider whether a consistent approach to Social Value evaluation across Greater Manchester is being achieved; and</p> <p>5. To consider an evaluation of prompt payments by main contractors to enable contract monitoring through key performance indicators during the contract period.</p> <p>6. To consider how the Council applies and monitor Social Value through the NWCH and Capital Contracts</p> |
| Operation | This Sub Group will report its findings to the Resources and Governance Scrutiny Committee by submitting minutes to the Committee. The Committee will be asked to endorse any recommendations from the Sub Group. |
| Access to Information | <p>Meetings of the Sub Group will be open to members of the media and public except where information that is confidential or exempt from publication is being considered.</p> <p>Papers for the Sub Group will be made available to members of the media and public on the Council's website and Library Walk within the Town Hall Extension except where information which is confidential or exempt from publication is being considered.</p> |
| Schedule of Meetings | To hold 4 meetings in the 2021/22 Municipal Year. |
| Commissioned | July 2017 |

**Resources and Governance Scrutiny Committee – Ethical Procurement and Contract Management Subgroup
Work Programme – May 2021**

| Meeting 1 – Date to be confirmed | | | | |
|--|---|------------------------------|---------------------|-----------------|
| Deadline for reports: To be confirmed | | | | |
| Item | Purpose | Lead Executive Member | Lead Officer | Comments |
| | | | | |
| Work Programme | To review and approve the current work programme. | - | Mike Williamson | Work Programme |

| Meeting 2 – Date to be confirmed | | | | |
|--|---|------------------------------|---------------------|-----------------|
| Deadline for reports: To be confirmed | | | | |
| Item | Purpose | Lead Executive Member | Lead Officer | Comments |
| | | | | |
| Work Programme | To review and approve the current work programme. | - | Mike Williamson | |

Meeting 3 – Date to be confirmed
Deadline for reports: To be confirmed

| Item | Purpose | Lead Executive Member | Lead Officer | Comments |
|----------------|---|-----------------------|-----------------|----------|
| | | | | |
| Work Programme | To review and approve the current work programme. | - | Mike Williamson | |

Meeting 4 – Date to be confirmed
Deadline for reports: To be confirmed

| Item | Purpose | Lead Executive Member | Lead Officer | Comments |
|----------------|---|-----------------------|-----------------|----------|
| | | | | |
| Work Programme | To review and approve the current work programme. | - | Mike Williamson | |

**Manchester City Council
Report for Information**

Report to: Resources and Governance Scrutiny Committee – 25 May 2021

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 and note the information provided and agree the work programme.

Wards Affected: All

Contact Officer:

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

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 Jan 2020 | RGSC/20/2 The Council's Updated Financial Strategy and Budget reports 2020/21 | To request that Officers and the Executive Member for Finance and Human Resources investigate the feasibility of further investment in additional public conveniences within and across the city and provide a response back to the Committee or the Environment & Climate Change Scrutiny Committee, in due course | The 2021/22 budget has included no further investment in public conveniences. This can always be revisited as part of the process for 2022/23 | Carol Culley Richard Munns |
| 7 Jan 2020 | RGSC/20/4 Draft 'Our People Plan 2020/23 | To recommend that HROD ask the performance team to do statistical analysis of the relationship between vacancy levels and sickness absence levels within individual teams to explore whether there is a relationship between the two | Officers have considered the recommendation but have not had the capacity to progress in detail during 2020/21. There are some challenges to correlating the data on sickness absence data and vacancies both of which arise for a wide range of reasons. A further discussion will be held with the chair in 2021/22 to review how the correlation between high workloads and absence can be better | Deb Clarke Shawna Gleeson |

| | | | | |
|--|--|--|---|--|
| | | | captured and to target any the consideration to vacancies to service areas with persistently high vacancy levels. | |
|--|--|--|---|--|

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 **17 May 2021**, 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.

| Corporate Core | | | | | |
|--|---------------------------------|----------------------------|--|----------------------------------|--|
| <p>National Taekwondo Centre 2018/10/19A</p> <p>Enter into a 39 year lease with Sport Taekwondo UK Ltd for areas within the building.</p> | Chief Executive | Not before 1st Nov 2018 | | Briefing Note and Heads of Terms | Richard Cohen r.cohen@manchester.gov.uk |
| <p>TC986 - SAP support and maintenance</p> | City Treasurer (Deputy Chief | Not before 1st May 2019 | | Report and Recommendation | Mike Worsley mike.worsley@manchester.gov. |

| | | | | | |
|--|---|-------------------------|--|--|---|
| (2019/03/01F) To provide support to the SAP team in order to resolve incidents. | Executive) | | | | uk |
| Strategic land and buildings acquisition 2019/06/03B The approval of capital expenditure for the purpose of the strategic acquisition of land and buildings to support the Eastlands Regeneration Framework. | City Treasurer (Deputy Chief Executive) | Not before 3rd Jul 2019 | | Checkpoint 4 Business Case & Briefing Note | Richard Cohen r.cohen@manchester.gov.uk |
| Strategic land and buildings acquisition 2019/06/03C The approval of capital expenditure for the purpose of the strategic acquisition of land and buildings to support the Eastlands Regeneration Framework | City Treasurer (Deputy Chief Executive) | Not before 1st Mar 2020 | | Checkpoint 4 Business Case & Briefing Note | Richard Cohen r.cohen@manchester.gov.uk |
| Microsoft Consultancy engagement piece Q20377 (2019/11/05A) To award a contract to allow for the Microsoft | City Treasurer (Deputy Chief Executive) | Not before 4th Dec 2019 | | Report and Recommendation | Chris Wanley, Director of ICT chris.wanley@manchester.gov.uk |

| | | | | | |
|---|---|--------------------------|--|----------------------------|---|
| engagement and consultancy piece as part of the transition to Microsoft Office 365 | | | | | |
| <p>Microsoft Licenses TC718 (2019/11/05B)</p> <p>To appoint a Microsoft Licensing Partner to work with the Council and revise its licensing estate.</p> | City Treasurer (Deputy Chief Executive) | Not before 4th Dec 2019 | | Report and Recommendation | Chris Wanley, Director of ICT chris.wanley@manchester.gov.uk |
| <p>Establishment of a multi-supplier framework for the supply of gas TC473 (2020/01/28A)</p> <p>To approve a tender to establish a Multi-supplier framework for the supply of Gas. The framework agreement will also be made available on the same basis to other AGMA local authorities and any North West based public sector funded organisation.</p> | City Treasurer (Deputy Chief Executive) | Not before 1st May 2020 | | Report and Recommendation | Walter Dooley w.dooley@manchester.gov.uk |
| <p>The acquisition of a Care Facility (2020/02/28A)</p> <p>The approval of capital expenditure from Sustaining</p> | City Treasurer (Deputy Chief Executive) | Not before 30th Mar 2020 | | Checkpoint 4 Busienss Case | Keith Darragh Keith Darragh@manchester.gov.uk |

| | | | | | |
|--|---|--------------------------|--|--|--|
| Key Initiatives budget to acquire a property to respond to market pressures to retain sufficient services for Manchester people, through market intervention | | | | | |
| <p>Oldham Road cycling route (2020/05/28B)</p> <p>The approval of capital expenditure to enable a feasibility study for development of a segregated cycling route along Oldham Road A62 from Thompson Street to Queens Road (intermediate Ring Road).</p> | City Treasurer (Deputy Chief Executive) | Not before 26th Jun 2020 | | Checkpoint 4 Business Case | Steve Robinson, Director of Highways steve.robinson@manchester.gov.uk |
| <p>Acquisition of Land at Red Bank (2020/06/25A)</p> <p>The approval of capital expenditure for the Acquisition of land on Red Bank, Cheetham to support delivery of the Housing Infrastructure Fund Programme (HIF) in the Northern Gateway. The Land is required to provide</p> | City Treasurer (Deputy Chief Executive) | Not before 24th Jul 2020 | | Checkpoint 4 Business Case and briefing note | Nick Mason n.mason@manchester.gov.uk |

| | | | | | |
|--|---|--------------------------|--|---------------------|--|
| access and new road construction to unlock key sites as part of the initial phases of development. | | | | | |
| <p>Manchester Central Convention Centre Limited - Loan Repayment Deferral (2020/08/06A)</p> <p>Approval to defer loan repayments, principal and interest, due to Manchester City Council from Manchester Central Convention Centre Limited until 31st March 2021.</p> | Chief Executive | Not before 4th Sep 2020 | | Confidential report | Sarah Narici sarah.narici@manchester.gov.uk |
| <p>TC1005 - Security Services- vary of contract with existing provider (2020/08/14C)</p> <p>Approval to vary the contract with the existing provider.</p> | City Treasurer (Deputy Chief Executive) | Not before 12th Sep 2020 | | | Steve Southern s.southern@manchester.gov.uk |
| <p>TC701 - PPM and Reactive repairs of public buildings (2020/08/14D)</p> <p>To vary the contract with the existing provider.</p> | City Treasurer (Deputy Chief Executive) | Not before 12th Sep 2020 | | | Steve Southern s.southern@manchester.gov.uk |

| | | | | | |
|---|---|---------------------------------|--|-----------------------------------|--|
| <p>Early Years & Education System (EYES) - Additional Funding (2020/09/01A)</p> <p>The approval of revenue expenditure for additional costs attributed to the implementation of the Liquidlogic EYES module, funded by a transfer to the revenue budget from the Capital Fund.</p> | <p>City Treasurer (Deputy Chief Executive)</p> | <p>Not before 30th Sep 2020</p> | | <p>Checkpoint 4 Business Case</p> | <p>Amanda Corcoran, Director of Education a.corcoran@manchester.gov.uk</p> |
| <p>TC778 - Cashless Parking (2020/09/08B)</p> <p>To vary the contract with the existing provider.</p> | <p>City Treasurer (Deputy Chief Executive), Chief Executive</p> | <p>Not before 7th Oct 2020</p> | | <p>Report and Recommendation</p> | <p>Patricia Wilkinson, Group Manager - Parking & Bus Lane Enforcement p.wilkinson1@manchester.gov.uk</p> |
| <p>Contract for the Provision of insurance coverage for Combined Liability, Motor - Fleet and Non Fleet, Medical Malpractice, Uninsured Loss Recovery, Personal Accident & Travel, School Journeys, Crime, Computer (2020/11/15A)</p> <p>The appointment of</p> | <p>City Treasurer (Deputy Chief Executive)</p> | <p>Not before 1st Feb 2021</p> | | <p>Report and Recommendation</p> | <p>Lisa Richards, Insurance and Risk Manager lisa.richards@manchester.gov.uk</p> |

| | | | | | |
|--|---|--------------------------|--|---|---|
| Provider to deliver the service. | | | | | |
| <p>Manchester City Centre Triangle (2021/01/14A)</p> <p>The approval of capital expenditure for the construction of a scheme to connect travel hubs in the city centre</p> | City Treasurer (Deputy Chief Executive) | Not before 1st Mar 2021 | | Checkpoint 4 Business Case | Steve Robinson, Director of Operations (Highways) steve.robinson@manchester.gov.uk |
| <p>Financial approval of MCR Active Contract 2021/22 (2021/01/28A)</p> <p>Financial approval of third year of MCR Active Contract for period 1 April 2021 to 31 March 2022.</p> | City Treasurer (Deputy Chief Executive) | Not before 1st Mar 2021 | | Report to Deputy Chief Executive and City Treasurer | Yvonne O'Malley, Commercial Lead; Neighborhoods yvonne.o'malley@manchester.gov.uk |
| <p>Chorlton Library Refurbishment (2021/02/17C)</p> <p>The approval of capital expenditure for the refurbishment of Chorlton Library (Libraries Renewal Programme)</p> | City Treasurer (Deputy Chief Executive) | Not before 18th Mar 2021 | | Checkpoint 4 Business Case | Neil MacInnes n.macinnes@manchester.gov.uk |
| <p>Provision of Postal Services TC514 (2021/03/10A)</p> | City Treasurer (Deputy Chief Executive) | Not before 8th Apr 2021 | | Confidential Contract Report with | Anna Caswell-Thorpe Anna.caswell-thorpe@manchester.gov.uk |

| | | | | | |
|---|--|---------------------------------|--|------------------------------------|--|
| <p>To seek approval to appoint a supplier/s to provide Postal Services to Manchester City Council.</p> | | | | <p>Recommendation.</p> | |
| <p>Collyhurst Regeneration - New Council Homes (2021/05/04A)</p> <p>The approval of capital expenditure to enable the delivery of New Council Homes in Collyhurst, together with associated infrastructure and public realm.</p> | <p>City Treasurer (Deputy Chief Executive)</p> | <p>Not before 2nd Jun 2021</p> | | <p>Checkpoint 4 Business Case</p> | <p>Keith Garner, Project Manager - Housing and Residential Growth keith.garner@manchester.gov.uk</p> |
| <p>(TC145) Framework for the Provision of Financial Services (2021/05/11A)</p> <p>The appointment of provider(s) to deliver Financial Services Advice and Support.</p> | <p>City Treasurer (Deputy Chief Executive)</p> | <p>Not before 11th Jun 2021</p> | | <p>Report & Recommendation</p> | <p>Louise Causley louise.causley@manchester.gov.uk</p> |

3. Resources and Governance Scrutiny Committee - Work Programme – May 2021

| Tuesday 25 May 2021, 2.00pm (Report deadline Friday 14 May 2021) | | | | |
|---|--|--|---------------------------------|----------|
| | | | | |
| Item | Purpose | Executive Member | Strategic Director/Lead Officer | Comments |
| Estates Strategy | <p>To include the Annual Corporate Property report.</p> <p>To also include information on:-</p> <ul style="list-style-type: none"> • Estates rationalisation; • Zero carbon agenda and future developments within the capital strategy; • Update on the Council's commercial estate (including Central Retail Park); • Work on reviewing the Council's operational estate; • Future plans/performance of the investment estate (in relation to potential income generation); and • Any other matters that officers believe need drawing to the committee's attention | Cllr Leese (Leader) | Richard Munns | |
| Re-establishment of the Human Resources Subgroup | The report seeks the Committee's approval to re-establish the Human Resources Subgroup for the 2021/22 Municipal Year and agree its terms of reference. | Executive Member for Finance and Human Resources | Scrutiny Support | |
| Re-establishment of | The report seeks the Committee's approval to re- | Executive | Scrutiny | |

| | | | | |
|--|--|--|------------------------------|--|
| the Ethical Procurement and Contract Mgmt Subgroup | establish the Ethical Procurement and Contract Mgmt Subgroup for the 2021/22 Municipal Year and agree its terms of reference. | Member for Finance and Human Resources | Support | |
| Overview Report | The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information. | | Scrutiny Support | |
| Annual Work Programming Session | The Committee will receive presentations from the Deputy Chief Executive & City Treasurer and City Solicitor on upcoming issues and challenges within the Committee's remit, following which Members will determine the work programme for the forthcoming year. | Executive Member for Finance and Human Resources | Carol Culley Fiona Ledden | This part of the meeting will be closed to the public. |

Items to be Scheduled
 (Items highlighted in grey indicate that these have been included in the work plan of one of the above meetings).
 (New items added are highlighted in blue)

| Item | Purpose | Executive Member | Strategic Director / Lead Officer | Comments |
|---|--|--|-----------------------------------|----------|
| Commercial activity | Precise Details to be confirmed | TBC | Carol Culley | |
| Contract Monitoring | Precise Details to be confirmed | TBC | Carol Culley | |
| Future Council - update | To receive a report that provides an update on the work being undertaken as part of the Future Council programme. To include:- <ul style="list-style-type: none"> • Progress with the roll out of new ICT infrastructure and technology; • Strengthening accountability for Managers • Next phase of ICT strategy • | Cllr Leese (Leader) | Carol Culley | |
| Equalities Strategy Implementation update | To consider a progress report following 6 months of the Equalities Strategy being implemented | Cllr Bridges (Exec Member for Children and Families) in the absence of the Executive Member for Finance and | Deb Clarke Lorna Williams | |

| | | | | |
|--|---|---|---|-----------------------|
| | | Human Resources | | |
| Domestic Violence and Abuse – spend on service | To receive an update that provides financial information on the Domestic Violence and Abuse (DV&A) services procured by the Council | Deputy Leader | Carol Culley Mike Wright Nicola Rea | See Minute RGSC/19/50 |
| Highways Safety Capital spend | To receive a report that provides information on proposed investment in Highways Safety. To include planned funding for safety improvements around schools for 2021/22 onwards | Exec Member for Environment, Planning and Transport) | Carol Culley Steve Robinson | |
| Future Strategy for City Centre Car Parks | To receive a report on the strategy for the return of NCP city centre car parks to the Council's control | Exec Member for Environment, Planning and Transport | Carol Culley Steve Robinson | |
| Revenue and Benefits | Themed meeting to include activity around position of Business Rates and Council Tax and impact on residents and how to target support most effectively | Cllr Leese (Leader) in the absence of the Executive Member for Finance and Human Resources | Julie Price | |
| Review of investments being made by the Council into its Capital | Precise scope to be determined | Cllr Leese (Leader) | TBC | |

| | | | | |
|---|---|--|------------------------------|---|
| Strategy in terms of delivering future VFM post COVID19 | | in the absence of the Executive Member for Finance and Human Resources | | |
| S106 governance arrangements | <p>To receive and update report following Internal Audit's review of the new S106 governance arrangements and that this report includes the following information:-</p> <ul style="list-style-type: none"> • An indication of affordable housing being provided from S106 contributions • How Developers are encouraged to mitigate any harm from their developments • Best practice and comparison of S106 arrangements with other GM local authorities; and • The S106 triggers for planning applications within the Deansgate Ward (Land Bounded By Chester Road, Mancunian Way And Former Bridgewater Canal Offices and Land Bound by Jackson Row, Bootle Street, Southmill Street and 201 Deansgate. | Exec Member for Environment, Planning and Transport | Julie Roscoe | Representatives from Neighbourhoods and Capital Programmes attend to help address the Committees concerns around the rate of spend of S106 agreements |
| Income Generation | <p>To receive a more detailed report on income generation across key areas of the Council and include:-</p> <ul style="list-style-type: none"> • responses to queries around the shortfall in actual income for 2018/19 and the projected level of income to be generated in 2019/20 for Legal and Democratic Services; | Exec Member for Finance and Human Resources | Carol Culley Fiona Ledden | <p>Date to be confirmed</p> <p>Requested at RGSC meeting on 16 July 2019</p> <p>(see minute</p> |

| | | | | |
|--|--|---------------------|-----|----------------------|
| | <ul style="list-style-type: none"> • future opportunities connected to innovative income opportunities; • distinctions between the amount of income generated from cores services the Council provides for social reasons and those it provides solely to make profit; and • what other local authorities are doing around income generation which the Council could possibly look to emulate | | | RGSC/19/40) |
| GMCA Governance and Public Sector Reform | To receive an update on what is being delivered for the City through these arrangements | Cllr Leese (Leader) | TBC | Date to be confirmed |

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank