



Resources and Governance Scrutiny Committee

Date: Tuesday, 10 January 2023

Time: 2.00 pm

Venue: Council Antechamber, Level 2, Town Hall Extension

There will be a private meeting for committee members only from 1:30pm on Tuesday, 10 January 2023 in Room 2006, Level 2, Town Hall Extension.

Everyone is welcome to attend this committee meeting.

Access to the 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.

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 - Simcock (Chair), Andrews, Davies, Good, Kirkpatrick, Lanchbury, B Priest, Rowles and 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 Tuesday, 6 December 2022.

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5. Election Act 2022

To Follow

6. Decarbonisation of the Operational Estate

Report of the Head of Estates and Facilities.

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This report describes the activities and progress to date on the decarbonisation of Manchester City Council's operational estate. It describes the Zero Carbon Estate Programme, including MCC and grant funded retrofit projects delivered under the Public Sector Decarbonisation Scheme, as well as major capital schemes that are delivering energy efficiency and carbon reduction measures. The report also describes projects that are in development.

7. Provisional Local Government Finance Settlement 2023/24 and Budget Assumptions

To Follow

8. 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.

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
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Further Information

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

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This agenda was issued on **Friday, 30 December 2022** by the Governance and Scrutiny Support Unit, Manchester City Council, Level 2, Town Hall Extension, Manchester M60 2LA

Resources and Governance Scrutiny Committee

Minutes of the meeting held on Tuesday, 6 December 2022

Present:

Councillor Simcock (Chair) – in the Chair
Councillors Andrews, Davies, Lanchbury, B Priest, Rowles and Wheeler

Also present:

Councillor Akbar, Executive Member for Finance and Resources
Councillor White, Executive Member for Housing and Development
Councillor Stanton, Deputy Executive Member for Finance and Resources
Councillor H Priest, Member of the Housing Advisory Board
Christine Leyland, Co-opted Member of the Housing Advisory Board
Safeena Rather, Co-opted Member of the Housing Advisory Board

Apologies: Councillor Good and Kirkpatrick

RGSC/22/53 Urgent Business

Upon opening the meeting, the Chair informed members that meetings of the Resources and Governance Scrutiny Committee would be held on Thursday mornings from the start of the new municipal year in May 2023.

RGSC/22/54 Minutes

Decision:

That the minutes of the meeting held on Tuesday, 8 November 2022 be approved as a correct record.

RGSC/22/55 Housing Advisory Board

The Committee considered a report of the Strategic Director – Neighbourhoods, which provided an update on the new governance arrangements in respect of the Council's housing stock. The new Housing Advisory Board provided oversight of Manchester City Council Housing Services, which was formerly Northwards ALMO, and was a key contributor to empowering tenants and ensuring that North Manchester residents helped to shape and held the Council's Housing Service to account.

Key points and themes within the report included:

- In January 2021, Manchester City Council agreed to bring the ALMO Northwards Housing back in house and the transfer of the ALMO took place on 5 July 2021;
- The Housing Advisory Board began meeting in July 2022 and the Resources and Governance Scrutiny Committee was instrumental in its formation;

- The purpose of the Housing Advisory Board and the key responsibilities of Board Members;
- The Board meets bi-monthly and was made up of 5 local residents/tenants, 6 elected members (including the Chair, Exec Member for Housing and Development) and 3 co-opted housing professionals;
- The recruitment of the resident members to the board received a very high response, with over 300 residents expressing an interest. Officers remain in contact with all applicants to ensure a diverse network to engage with on future plans and current performance;
- Deep dive sessions on areas of particular focus and interest, such as the Housing Revenue Account, Zero Carbon and the Social Housing Bill, are undertaken as part of the Board's collective learning and development; and
- There are two audit recommendations to fully implement over the remainder of the financial year, which relate to learning and development and further equalities reporting.

Key points and queries that arose from the committee's discussion included:

- A previous recommendation made by the Committee for all Housing Advisory Board agendas to be circulated to all members, and why this had not happened;
- Whether the Board's remit required revision to include private finance initiative (PFI) properties;
- How the Board could encourage residents to remain engaged; and
- The number of voids - when a property is unoccupied for a period of time – and what was causing such a high level.

In introducing the item, the Executive Member for Housing and Development advised the committee that the Housing Advisory Board had met three times and that the governance of the Board was robust.

Members of the Housing Advisory Board, including a local elected member and independent co-opted members, attended the meeting and provided their insights into the work of the Housing Advisory Board. They explained their motivations for joining the Board and their role in holding the Board to account.

The Director of Housing Operations responded to members' queries and committed to sharing all past and future agendas for the Housing Advisory Board to members.

The Executive Member for Housing and Development acknowledged a local gap in the governance of PFI properties and welcomed members' feedback.

In response to a member query on further engagement with residents, the Director of Housing Operations confirmed that this would continue and highlighted the significant engagement with a strong network of residents. He also highlighted new tenant satisfaction measures, as part of the Social Housing Bill requiring statutory tenant engagement. There was much to collaborate with residents on and the Housing Advisory Board would oversee a systematic approach to this.

The Executive Member for Housing and Development also suggested the possibility of undertaking tenant scrutiny panels as the Board progressed.

The Executive Member for Housing and Development explained that the Council had inherited a high level of voids from Northwards when the council housing stock was brought in-house. This was largely due to the Covid pandemic which had caused a backlog of repairs and labour and issues in accessing properties, which was a challenge faced by the housing provider sector as a whole. The issue of voids had been considered at every meeting of the Housing Advisory Board with a deep dive undertaken at the last meeting.

The Executive Member for Housing and Development explained that the number of voids was reported at the last Board meeting as 178, which was a reduction but remained significant. He commented that the Council strongly sought to reduce the overall number of voids, particularly given housing need in Manchester. Work was being undertaken to assess the relet programme, handover of keys, use of contractors and void standard in order to reduce the number of unoccupied properties. He also advised members that there was a target of less than 100 voids by April 2023.

Decision:

That the report be noted.

RGSC/22/56 Housing Revenue Account

The committee considered a report of the Deputy Chief Executive and City Treasurer, Strategic Director – Growth and Development and Strategic Director – Neighbourhoods which provided an update on the ongoing work being undertaken to finalise the 2023/24 Housing Revenue Account (HRA) budget. The final proposed budget would be brought back to Members in March as part of budget approvals.

The report also outlined the current assumptions for the 2023/24 HRA budget and the impact of the proposals on both the HRA and tenants, given the current economic climate and cost-of-living pressures.

Key points and themes within the report included:

- The HRA is a ring-fenced account and must, in general, balance on a year-to-year basis, so that the costs of running the Housing Service, can be met from HRA income;
- The Government stipulates that registered providers may not increase rents by more than Consumer Price Inflation (at September of the previous year) plus one percentage point in any year, although the Chancellor of the Exchequer announced in the November 2022 Autumn Statement that social housing rents would be capped at an increase of no more than 7% due to current high inflation rates.

- HRA reserves are forecast to be around c£90m at the end of the current financial year (2022/23) and are forecast to reduce to around £44m by 2026/27;
- As of October 2022, the HRA is forecasting that expenditure for the current year will be £17.7m higher than income and this would be funded through the use of reserves
- The HRA budget was being modelled on the basis of a 7% rent increase to all tenants with effect from April 2023 and if this increase is approved by members, it would produce an average weekly rent (based on 52 weeks) of:
 - General Needs £83.88 (£5.49 increase)
 - Supported Housing £76.45 (£5.00 increase)
 - PFI Managed £98.15 (£6.42 increase)
- Housing benefit levels had not been capped and any approved rent increase would be covered in full for those residents in receipt of 100% Housing Benefit entitlement or Universal Credit (housing element).

The key points and queries which arose from the committee's discussions included:

- Whether the government would fund the difference between the 7% rent cap and 11.1%, which would have been the proposed increase had the rent cap not been applied;
- Work undertaken to mitigate inflationary pressures and 'bad debt', including non-payment of rent;
- The extra work required to address voids and issues with damp and mould in properties;
- Whether any flexibility was built into the budget regarding heat charges, given that the energy price cap will end in March 2023;
- How the Council was ensuring deliverability on the contract with Equans, who were commissioned to bring voids back into use;
- Seeking clarification as to whether the Council had assumed an annual 3% rent increase from 2024/25 onwards;
- Types of hardship funds and cost-of-living support provided by other Registered Providers in Manchester;
- Residents' views on the level of voids in Manchester, and whether there were any particular "hotspots" for these;
- The viability of the Right to Buy scheme, and the impact this has on the Housing Revenue Account;
- Emphasising that the 7% rent cap is a limit and not a requirement, and that a 7% rent increase would have a significantly detrimental impact on many Manchester families.

In introducing the report, the Executive Member for Finance and Resources explained to the committee that a decision was still to be taken on the Council's rent increase for 2023/24. He explained that the government had undertaken a consultation on whether to impose a rent cap of either 3%, 5% or 7%, which contrasted with the national rent policy which allowed social housing rents to be increased by up to the consumer price index (CPI) plus 1% and would have meant next year's rents increasing by 11.1%.

He advised that a 7% cap had been imposed but acknowledged the inflationary pressures facing the Housing Revenue Account, which was required to balance for a 30-year period.

The Executive Member for Finance and Resources also confirmed that the government would not fund the difference between the 7% rent cap and the 11.1% based on CPI.

The Head of Finance for Corporate Core and Strategic Development advised that a provision of 1% per annum based on rental income had been built into the business plan for bad debts and this would be kept under review. However, previous experiences indicated that concerns over the introduction of Universal Credit leading to an increase in non-payment of rent were unfounded and this was largely due to work undertaken by Northwards previously and the Council presently in building relations with tenants and promoting early intervention.

The Director of Housing Operations explained that removing damp and mould was part of the Council's repairs programme and that this had been prioritised lately given recent events surrounding the death of a child due to mould in social housing elsewhere in the country.

In response to a member query around heating charges, the Head of Finance for Corporate Core and Strategic Development explained that the previous year's budget included a 20% cap for heating charges and increases in the Ofgem price cap and heating charges had resulted in an in-year deficit within the HRA. Officers were working through the impact of this for 2023/24 and this would be brought back to the committee in February 2023 as part of the budget approval process.

Regarding the work of Equans, members were advised that the contract began in April 2021 with 6500 outstanding repairs jobs, of which 2000 remained. The number of voids had decreased from 260 at the commencement of the contract to 178, and a plan had been devised for March and April 2023 to get the number of voids back to the pre-pandemic figure.

Assurances were provided by both the Executive Member for Housing and Development and the Director of Housing Operations that the Council was doing all it could within the current contract to reduce the number of voids and outstanding repairs and to ensure value-for-money for residents and the HRA.

The Head of Finance for Corporate Core and Strategic Development clarified that calculations of the surplus and deficit of the HRA's 30-year business plan were based on implementing either a 3%, 5% or 7% increase in 2023/24 and reverting to usual practice of an increase based on CPI plus 1% in subsequent years.

The Head of Strategic Housing also committed to providing additional information on the types of hardship funds and cost-of-living support provided by other Registered Providers in Manchester following the meeting.

In response to members' queries around residents views on the number of voids, the Executive Member for Housing and Development explained that the Housing Advisory Board had undertaken a 'deep dive' into the issue of voids at its last meeting and residents expressed strong views on the issue. He emphasised the moral responsibility of the Council in helping those in temporary accommodation and on the housing register. The Director of Housing Operations also advised that engagement had been undertaken with residents during the summer with over 500 responses as to what residents wanted from the service. Many comments were centred around increased visibility in the community and repairs.

It was noted that hotspots for voids could be identified by tenure type, particularly around older stock. The Executive Member for Housing and Development endeavoured to look into geographical hotspots and provide an update to members.

The Head of Finance for Corporate Core and Strategic Development provided assurances around the impact of the Right to Buy scheme on the HRA and explained that assumptions on housing stock were built into the 30-year business plan. It was noted, however, that expenditure would need to be reduced to offset any reduction in rent income as a result of residents utilising the scheme. The Executive Member for Housing and Development also highlighted the Council's progress in building more social housing to offset any reductions and expressed his desire for the Right to Buy scheme to be either scrapped or fundamentally reformed to ensure financial sustainability.

The Executive Member for Finance and Resources recognised the hardships which residents were facing and urged residents to take advantage of the Hardship Fund offered by the Council.

Decision:

That the report be noted.

RGSC/22/57 Capital Programme - Impact of Recent Market Changes and Budget Process

The Committee considered a report of the Deputy Chief Executive and City Treasurer which provided an update on the impact of recent changes in the financial and construction markets on the capital programme and provided an update on the proposed capital budget process for 2023/24.

Key points and themes within the report included:

- The current forecast for the approved capital programme over this year and the next 3 years is £1,037.8m;

- The Council has seen costs rise across the programme since the start of 2022 and some projects have sought budget increases given the severity of the cost increases;
- Whilst the forecast over the medium term is for inflation to subside, the price increases are not expected to reverse;
- The cost of debt available to the Council from the Public Works Loan Board has on average more than doubled since December 2021, resulting in increased ongoing revenue costs associated with additional borrowing;
- The current approved programme remains affordable and the Council has budgeted for capital financing costs across a number of years and built up a capital financing reserve from funding including underspends in the historic annual capital financing budget to smooth the effects of potential increases in interest rates;
- A set of principles were proposed to ensure that the limited capital resources are prioritised to achieve best value for money. Projects should demonstrate that they support corporate priorities, including both low carbon and social value, and will be supported to proceed if:
 - the project is fully funded by external grants and contributions;
 - the project generates additional capital receipts to the Council, so the impact on resources is minimal; or
 - the project will generate a robust net income stream or revenue savings that is sufficient to meet the associated capital financing costs and therefore be funded on an invest to save basis
- Additional borrowing will only be considered for funding a project as a last resort, if there are no other funding sources available and the project is of critical importance to the Council;
- Proposed changes to the approval process for capital expenditure, to ensure it remains fit for purpose, reflects best practice and provides a strategic top-down as well as bottom-up approach to the development of the future programme;
- Proposals would continue to be developed and would form part of the Capital Strategy to go to Executive in February 2023.

In introducing the item, the Chair informed the committee that he had recently undertaken a tour of the Town Hall, which was undergoing renovation, and encouraged other members to do the same.

The key points and queries that arose from the committee's discussions included:

- The proposed changes to when key decisions are taken on capital expenditure, and the impact this would have on the call-in process;
- Requesting an update on the progress of the Council's Levelling Up Funding (LUF) bid;
- If the Council was intending on taking a tougher line on Section 106 payments given the necessity of this revenue stream;
- Expressing concern over a suggestion that S106 monies could be used to fund projects which were not in the area of the awarding development, and how local members would be involved in the process;

- How the implementation of a due diligence template would facilitate a more robust decision-making process; and
- Seeking clarification as to the amount of additional borrowing required to fund the capital programme.

The Deputy Chief Executive and City Treasurer explained that the capital programme existed in a more constrained environment given the increased cost of borrowing and inflation rate. The current capital programme had facilitated significant investment in Manchester and highlighted the parameters for future programmes.

In response to a query from the Chair regarding the proposal to amend the Constitution to allow key decisions for capital expenditure to be taken at the point that the budget increase is approved, the Deputy City Treasurer confirmed that this would allow the call-in process to begin at the time that the budget is set, as opposed to when a contract is awarded. This would improve transparency and the role of the Scrutiny Committee.

The Deputy City Treasurer advised members that the Council was successful in the first round of Levelling Up Funding and a bid had been submitted within the second round for the regeneration of Wythenshawe district centre. Any funding would be capped at £20 million and a decision was anticipated before Christmas. He also acknowledged the need for the Council to only apply for grants and funding which is relevant to the corporate priorities.

It was clarified that any S106 monies would continue to be linked to the schemes to which they are associated and that the proposed changes to the capital approval process were aimed to bring funding streams together to maximise resources and target priorities. The Deputy Chief Executive and City Treasurer stated that the report highlighted the importance of maximising all income streams, including S106, and making sensible decisions around the capital programme.

With regards to the proposed due diligence template, the Deputy City Treasurer explained that this would form an initial 'sense test' for projects to ensure they fit with the Council's priorities, whether it could generate external funding, budget implications and deliverability.

The Deputy City Treasurer also explained that the capital programme would cost c£1 billion over 5 years with the Council borrowing around half of this. This amount had not yet been borrowed fully but Members were assured that the Council had the budget and means to repay this.

Decision:

That the report be noted.

RGSC/22/58 Update on Autumn Statement

The committee considered a report of the Deputy Chief Executive and City Treasurer which provided an updates on the main announcements from the Autumn Statement delivered by the Chancellor of the Exchequer, Jeremy Hunt MP, to the House of

Commons on 17 November 2022. The report also focused on the implications of the Statement for local government funding.

Key points and themes within the report included:

- A total of £55bn was announced in either public spending cuts or tax rises;
- Pensions and benefits were increased by the September 2022 inflation rate of 10.1% and would come into place in April 2023;
- Government department spend will increase more slowly than planned, below the current inflation rate, with exceptions in health and education, which have had increases in their budgets;
- The financial impact on the Council's position remained unknown until the finance settlement is received in late December;
- Positive announcements were around increased funding for adult social care, a continued freeze of the business rates multiplier and an extension and enhancement of the Retail, Hospitality and Leisure (RHL) reliefs scheme into 2023/24, plus a Supporting Small Business Scheme (SSBS);
- The announcements within the Autumn Statement were expected to have a positive impact on the funds available to the council for the next couple of years but there remained significant unknowns around the New Homes Bonus, the Services Grant and the Fair Funding Review; and
- The Statement's focus on three core priorities for economic growth -energy, infrastructure and innovation.

The Executive Member for Finance and Resources stated that there were some positives announced in the Chancellor's Autumn Statement, although he asserted that many difficult decisions after 2025 would need to be taken by local authorities and not the government.

He explained that the Council would benefit from compensation from the business rates multiplier freeze and increased funding for adult social care. The Council's financial position would become clearer upon receipt of the Finance Settlement, which was expected in late December 2022.

He advised the committee that there was inadequate support within the Autumn Statement to mitigate against the financial implications currently facing local authorities and there was no guarantee that future funding would rise in line with inflation.

Decision:

That the report be noted.

RGSC/22/59 Setting of the Council Tax Base and Business Rates Shares for Budget Setting Purposes

The committee considered a report of the Deputy Chief Executive and City Treasurer which outlined the methodology of calculating the City Council's council tax base and business rates income for budget setting purposes for 2023/24. The report also

explained the timing of related payments and the decision on business rates pool membership.

Key points and themes within the report included:

- The calculation of the council tax base is the number of dwellings within the Council's boundary presented as 'Band D equivalent'. Dwellings outside Band D are converted into a proportionate Band D value and individual band bills are calculated in the ratios proportionate to Band D;
- The number of properties is adjusted to take account of discounts and exemptions for disabled occupants, single occupiers, students, exempt dwellings and reductions in accordance with the council tax support scheme and non-collection of council tax;
- The fluctuating numbers of students and the transient population in Manchester make it difficult to predict how many properties will be exempt, empty or occupied by a single person;
- Manchester has been part of the Greater Manchester business rates retention pilot since 2017/18 which means that 99% of yield will be retained by the Council and 1% paid to the Greater Manchester Combined Authority;
- The starting point for the calculation of the business rates base is the estimate of gross business rates payable by business ratepayers in 2023/24 and is adjusted by the forecast cost of mandatory and discretionary reliefs;
- The Council is required to estimate any business rates surplus or deficit on their Collection Fund for the relevant year and any such estimated surplus or deficit is shared between the billing authority and the Greater Manchester Combined Authority;
- An application was submitted to Government for the ten Greater Manchester authorities to form a Business Rates Pool in 2023/24 and each authority will need approval, through its respective governance arrangements, with a final decision on whether to participate in the 2023/24 Pool required within 28 days of the Provisional Local Government Finance Settlement, which is expected in late December; and
- Payment dates for the share of council tax payable to the Greater Manchester Combined Authority must be agreed and notified before 31 January 2023. The payment dates are proposed as the 20th of each month for 2023/24; and
- How the Council approaches Council Tax debt recovery.

In introducing the item, the Chair thanked officers for providing additional information regarding the Council's procedure for debt recovery, which was included as an addendum to the report.

The key points and queries that arose from the committee's discussions included:

- Commending the Council for a reduction in using enforcement agents to recover debts, and querying what more could be done to reduce this;
- The Council's procedure for dealing with complaints made against Enforcement Agents;
- Noting that the recovery process would stop if a resident contacted the Council and made and kept to an arrangement for payment;

- The need to recognise those facing mental health issues and how this impacts their ability to deal with financial difficulties and debts;
- Whether any information sharing was in place with partners to gain a clearer understanding of the personal circumstances of those who owed money;
- Noting that there was an increase of c.8000 Band D equivalent properties for 2022/23, and how many more were anticipated for 2023/24;
- How the Council's membership in a business rates pool with other Greater Manchester authorities would be advantageous; and
- Whether the Council would be required to pay central government if there was a decline in business rates growth in Manchester.

The Deputy Chief Executive and City Treasurer explained that decisions around the estimated council tax surplus or deficit for 2022/23; the 2023/24 council tax base; the estimated business rates surplus or deficit for 2022/23; the 2023/24 business rates income; the Council's membership in the business rate pool with other Greater Manchester local authorities; and the dates of precept payments to the Greater Manchester Combined Authority would be taken as Key Decisions by the Deputy Chief Executive and City Treasurer, in consultation with the Executive Member for Finance and Resources, and that the Chair of the Resources and Governance Scrutiny Committee would be requested to waive these decisions from the call-in procedure.

She also explained that the Council's business rates position was particularly complex for 2023/24 due to the pending re-evaluation and the Council tax position was increasingly volatile due to the need to ascertain correct estimates for student exemptions and new properties.

In response to a question around what more could be done to reduce the use of Enforcement Agents in collecting money owed, the Head of Corporate Revenues advised that over the last 10 years, the Council had utilised all information they had to contact and engage with residents who owed money to come to a mutually sustainable solution. The Council was also identifying companies who encourage residents through text messages and automated phone calls to engage with the Council. This had been trialled in other areas and had a good response rate.

He also informed members of a HMRC trial, which provided the Council with information on residents' employer and earnings and further encouraged them to contact the Council. Staff were currently making contact with those residents earning over £40,000 pa.

Officers had been instructed to take account of cost-of-living pressures when making sustainable arrangements, recognising the pressure on resident's finances.

The Head of Corporate Revenues advised that all Enforcement Agents wear body cameras with audio and visual recording functionality, and this could be utilised in response to a complaint. He explained that work was undertaken several years ago to examine the number of complaints against Enforcement Agents, and this was low, with around 5 complaints per company per year. He also provided an example where the Council had requested that a particular Enforcement Agent did not work in Manchester due to a complaint around conduct.

Members were also informed of criteria within the Enforcement Agents' Code of Practice, such as mental health issues and recent bereavement, which required Agents to desist from visiting a resident who may be suffering or dealing with personal issues. All enforcement companies had Vulnerability Teams, who would assume responsibility for collecting money owed in a sensitive manner. The Council would also take any mitigating information around mental health or personal circumstances into account before passing details over to Enforcement Agents and would make further efforts to engage with residents prior to this.

A GDPR issue was acknowledged in response to a question around information sharing with partners, but the Revenues team had provided training previously to the Adult Social Care officers on council tax, to enable staff in the community to understand the payment process and encourage residents to pay. The Head of Revenues, Benefits and Customer Services explained that his service was looking at how best to link with the cost-of-living advice service which offered pathways to advice and support related to benefits, help with rent, debt and food poverty and worked in conjunction with Citizens Advice Manchester to provide holistic support to residents and acknowledge the wider issues as to why a resident may be in council tax arrears.

The Deputy Chief Executive and City Treasurer explained, in response to a question from the Chair, that future forecasts of Band D equivalent properties were aligned with information from the Council's housing department on proposed new developments, but this is not an exact figure as properties are not formally recognised until assessed by the Valuation Office.

The Deputy Chief Treasurer advised that a 2% increase in the tax base was assumed for 2023/24 and would provide a figure as to how many properties this equated to following the meeting.

It was stated that the Greater Manchester business rates pool would be advantageous for Manchester City Council if the pool was not a part of the 100% business rates growth pilot as this would enable the Council to retain its entire business rates income. Membership of the 50% business rates growth pilot would mean that grant funding would be provided to 9 of 10 Greater Manchester authorities, including Manchester City Council, with Trafford Council having to pay a tariff to central government and would be disadvantageous to the Greater Manchester economy.

The Deputy City Treasurer advised that there was a baseline of 97% for business rates growth, under which the government would compensate a local authority. He assured the committee that the business rates growth in Manchester was above 97% as a result of cumulated growth.

In summarising the item, the Executive Member for Finance and Resources reiterated that the use of Enforcement Agents in collecting debts was a last resort, that residents had a minimum of 12 opportunities to engage with the Council regarding their payments and that those on the Council Tax Support Scheme would not be referred to Enforcement Agents. He also highlighted that low income was not

always the reason why a person may not pay council tax. However, he stated that council tax formed a substantial part of the revenue budget and was needed to provide essential and basic services.

Decision:

That the Committee

1. notes that the Deputy Chief Executive and City Treasurer, in consultation with the Executive Member for Finance and Resources, has delegated powers to:
 - agree the estimated council tax surplus or deficit for 2022/23;
 - set the 2023/24 council tax base for tax setting purposes in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2013;
 - agree the estimated business rates surplus or deficit for 2022/23;
 - calculate the 2023/24 business rates income for budget setting purposes in accordance with the Non-Domestic Rating (Rates Retention) Regulations;
 - determine whether the Council should be part of a business rate pooling arrangements with other Greater Manchester local authorities in 2023/24;
 - set the dates of precept payments to the Greater Manchester Combined Authority.
2. notes that the Chair of the Resources and Governance Scrutiny Committee will be requested to exempt various key decisions from the call-in procedure; and
3. recommends that the Council's partner agencies be provided with training on Council Tax to provide a collaborative holistic approach to residents requiring support.

RGSC/22/60 Overview Report

The Committee considered the report by the Governance and Scrutiny Support Unit which provided details of key decisions that fell within the Committee's remit and the Committee's work programme, which was to be amended as appropriate and agreed.

In response to a query regarding the Major Contracts Oversight Board, which the committee had recommended be established, the Deputy Chief Executive and City Treasurer confirmed that a meeting had taken place in November with a further one scheduled for January 2023. It was agreed that a report on the work of the Board would be added to the Committee's work programme for a suitable time.

Decision:

That the report be noted and the work programme agreed.

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Manchester City Council Report for Information

Report to: Resources and Governance Scrutiny Committee – 10 January 2023

Subject: Decarbonisation of the Operational Estate

Report of: Head of Estates and Facilities

Summary

This report describes the activities and progress to date on the decarbonisation of Manchester City Council's operational estate. It describes the Zero Carbon Estate Programme, including MCC and grant funded retrofit projects delivered under the Public Sector Decarbonisation Scheme, as well as major capital schemes that are delivering energy efficiency and carbon reduction measures. The report also describes projects that are in development. Emissions from the operational estate have reduced by 7,161 Tonnes CO₂ (29.7%) compared to the baseline set by the Council's Climate Change Action Plan 2020-25.

Recommendations

The Committee are recommended to

1. note the activities and progress to date on the decarbonisation of Manchester City Council's operational estate and
 2. note the pipeline of future projects that are in development.
-

Wards Affected: All

<p>Environmental Impact Assessment - the impact of the issues addressed in this report on achieving the zero-carbon target for the city</p>
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<p>The Council's property assets are a significant area of focus in efforts to achieve the zero-carbon target for the city. In terms of the Council's direct carbon emissions, the operational estate accounts for around three quarters of the Council's total emissions. Emissions from energy use in Council buildings have reduced year on year since 2014/15, and reduced again in 21/22 compared to the previous year. Emissions from the operational estate have reduced by 7,161 Tonnes CO₂ (29.7%) compared to the baseline set by the Council's Climate Change Action Plan 2020-25. This has been driven by the installation of energy efficiency measures and renewable energy generation capacity, and further affected by the decarbonisation of the national grid and the changes to building use caused by new ways of working. This report includes an update on projects underway to deliver carbon reduction activity on the estate.</p>

<p>Equality, Diversity and Inclusion - the impact of the issues addressed in this report in meeting our Public Sector Equality Duty and broader equality commitments</p>

Actions set out in the Climate Change Action Plan 2020-25 recognise the need for just and equal delivery of the climate action plan across the city, focusing on areas such as community engagement, accessible transport, access to green spaces and tackling fuel poverty. The specific actions outlined in this report, detailing the delivery of energy conservation measures across the operational estate, are less directly linked to equality, diversity and inclusion, although all works are carried out with a view to maintaining the accessibility of our operational buildings.

Manchester Strategy outcomes	Summary of how this report aligns to the OMS
A thriving and sustainable city: supporting a diverse and distinctive economy that creates jobs and opportunities	The delivery of carbon reduction activity to the Council's estate in Manchester will support the local construction supply chain and in particular the low carbon sector.
A highly skilled city: world class and home grown talent sustaining the city's economic success	The delivery of carbon reduction activity to the Council's estate in Manchester will support the development of new skills within the Council and supply chain, specifically around heat pump technology.
A progressive and equitable city: making a positive contribution by unlocking the potential of our communities	Everyone has a role to play in tackling climate change, and learning from the Council's carbon reduction activities can be shared to support and inspire other schemes across Manchester's communities.
A liveable and low carbon city: a destination of choice to live, visit, work	The delivery of carbon reduction activity to the Council's estate will directly contribute to reducing carbon emissions in the city.
A connected city: world class infrastructure and connectivity to drive growth	The Civic Quarter Heat Network provides infrastructure to drive green growth in the city centre, and the delivery of the Public Sector Decarbonisation Scheme in Manchester includes delivering battery technology that can support the cities electricity infrastructure to become more sustainable.

Contact Officers:

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 Position: Head of Estates and Facilities
 Telephone: 0161 234 7226
 E-mail: Richard.munns@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.

Resources and Governance Scrutiny Committee – 20 July 2021: Delivery of the Public Sector Decarbonisation Scheme

Environment and Climate Change Scrutiny Committee - 9 September, CCAP Annual Report 2020-21 and Work Programme 2021-22

Environment and Climate Change Scrutiny Committee – 11 November 2021: Decarbonising the Council Estate

1.0 Introduction

- 1.1 The Council declared a Climate Emergency in July 2019 which recognised the need for the Council, and the city as a whole, to do more to reduce CO2 emissions and mitigate the negative impacts of climate change. It also demonstrated the Council's commitment to be at the forefront of the global response to climate change and to lead by example. The Council had already adopted a science-based carbon budget for Manchester of 15 million tonnes of CO2 between 2018 and 2100 following analysis by the Tyndall Centre for Climate Change Research. This also committed the city to become zero carbon by 2038 at the latest.
- 1.2 The Council's Climate Change Action Plan 2020-25 (CCAP 2020-25) was developed to ensure that all aspects of the Climate Emergency Declaration were converted into clear actions with tonnes of CO2 savings included where applicable. The plan builds on over a decade of previous activity which has seen the Council's direct CO2 emissions reduce by 54.7% between 2009/10 and 2019/20.
- 1.3 This report describes the activities and progress to date on the decarbonisation of Manchester City Council's operational estate. It briefly describes the nature of the operational estate and sets out the emissions for 2021/22. It describes the work that is being delivered to reduce carbon emissions across the operational estate, both as part of the Zero Carbon Estate Programme, as well as other projects and areas of work that are underway. The report also describes some future projects that are in development.

2.0 Background

- 2.1 The emissions associated with the Council's operational buildings are reported against in the Buildings & Energy section of the CCAP 2020-25. 316 buildings of varying age, condition and function are currently reported against, although this number does vary to account for acquisitions and disposals. These buildings include offices, including the Town Hall Complex, as well as depots, leisure centres, libraries, markets, properties that provide social care services to adults and children, and buildings in parks, including a number of heritage properties such as Heaton Hall and Wythenshawe Hall. It also includes a number of high profile buildings owned by the council but operated by third parties, for example the Bridgewater Hall, the National Cycling Centre, and the National Football Museum. Schools and social housing are not included in the operational estate.
- 2.2 The CCAP 2020-25 requires carbon emissions from the Council's buildings to reduce by a minimum of 4,800 tCO2 per annum by April 2025. For context, this target is approximately equivalent to the combined total annual emissions of the Town Hall Extension, Manchester Aquatic Centre and Manchester Art Gallery combined.

- 2.3 The Zero Carbon Estate Programme has been established to oversee the delivery of a wide range of energy efficiency and low carbon energy generation measures throughout the estate.

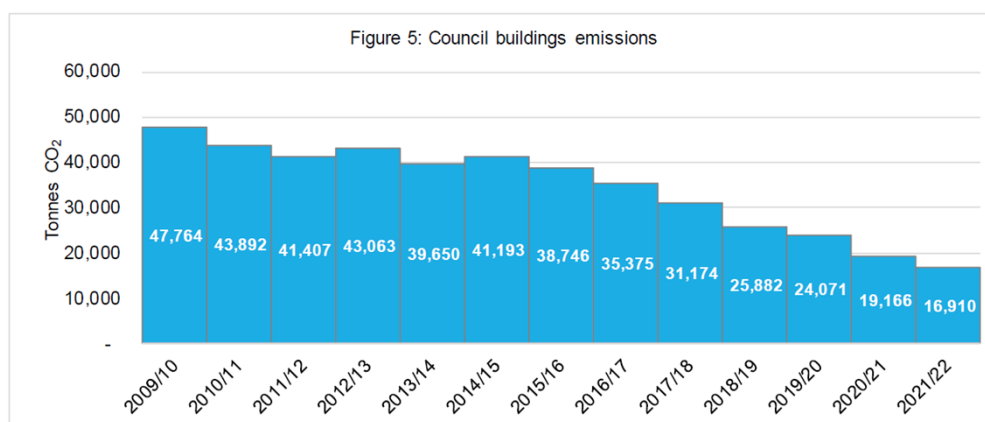


Figure 1: Council Building Emissions from 2009/10 to 2021/22 (source: CCAP Annual Report 21/22, Environment and Climate Change Scrutiny Committee, 8 September 2022)

- 2.4 Figure 1 shows annual building emissions from 2009/10 to 2021/22. The total emissions associated with the operational estate in 2020/21 were 16,910 tCO₂, approximately three quarters of the total emissions from Manchester City Council as a whole. This shows that emissions from energy use in Council buildings in 2021/22 are 11.8% lower than in 2020/21.
- 2.5 The baseline year for the CCAP 2020-25 was 2019/20, when building emissions were 24,071 Tonnes CO₂. Emissions from the operational estate have reduced by 7,161 Tonnes CO₂ (29.7%) to the end of last financial year. This has been driven by the installation of energy efficiency measures and renewable energy generation capacity, and further affected by the decarbonisation of the national grid and the changes to building use caused by new ways of working. This will also be impacted by changes in the operational estate – for example, the closure of the Town Hall for refurbishment, and the recent move of the Northwards area offices into the Operational Estate.

3.0 Carbon Reduction Activity - Completed Projects

- 3.1 The first phase of the Zero Carbon Estate Programme was developed in 2019/20 on a spend to save basis. In total £6.6m of carbon reduction works were identified, with associated carbon saving of circa 1,400 tCO₂ per annum and a payback period in the region of 10 years. Delivery of this initial phase of works was delayed slightly by the first COVID-19 lockdown but works are now complete with the exception of one LED lighting project that was delayed due to the building being designated a vaccination centre.
- 3.2 The programme was delivered in 2020/21 and focused on Leisure Centres, as they are some of our most energy intensive buildings, and eight were upgraded with energy conservation measures: Wythenshawe Forum; East Manchester Leisure Centre; Hough End Leisure Centre; Arcadia Sports Centre; Moss Side Leisure Centre; North City Family and Fitness Centre; Belle Vue Sports Centre; and Manchester Tennis and Football Centre. The

improvements covered a range of measures such as upgrading to LED lighting, improving lighting controls, upgrading Building Management Systems, and installing variable speed drives, as well as solar panel installations at seven of the sites, and an energy efficient combined heat and power plant at the Wythenshawe Forum. In addition to the leisure estate, the lighting in the Town Hall Extension, our largest building, was upgraded to LED, and new controls installed. The large buildings at the Space Project and Sharp Project were also improved, the former with a large solar panel installation, the latter with solar panels, LED lighting and a new building management system. Throughout this phase of work, 2.5MW of renewable energy generation capacity was installed, and 9,000 LED light fittings were installed.

- 3.3 The second phase of the Zero Carbon Estate Programme involved a bid to the national Public Sector Decarbonisation Scheme (PSDS). This scheme is run by the Department for Business, Energy and Industrial Strategy (BEIS) and administered by Salix. The PSDS provides capital grant funding for energy efficiency and heat decarbonisation projects in non-domestic public sector buildings.
- 3.4 Working with partners in the Greater Manchester Combined Authority (GMCA), MCC successfully secured £18.2m of funding from the PSDS to invest in a range of heat decarbonisation, energy efficiency and generation projects with associated savings of 1,700 tCO₂ per annum. Complex projects across 11 buildings were completed in 2021/22, within an extremely tight deadline. Again, Leisure Centres were a key part of the bid as they are some of the council's most energy intensive buildings. The technologies included in this phase of work include air source or ground source heat pumps, solar panels, and battery storage systems. The projects covered Wythenshawe Forum; East Manchester Leisure Centre; Hough End Leisure Centre; Arcadia Sports Centre; Moss Side Leisure Centre; North City Family and Fitness Centre; Manchester Aquatic Centre; The National Cycling Centre; Space Studios; The Sharp Project; and Zion Arts Centre.

4.0 In-Flight Zero Carbon Estate Projects

- 4.1 There are a range of projects from the Zero Carbon Estate Programme that are currently being delivered. MCC are a partner in the Unlocking Clean Energy in Greater Manchester (UCEGM) Project. Through its participation in this project, the Council successfully attracted European Regional Development Funding to deliver a solar car port project on one of the car parks at the National Cycling Centre. The project has been designed and procured and works to install the solar car ports start in late December 22 and are due to complete within the funding deadline (June 23). The total cost of this project is £2.15m, of which £850k is grant funded and £1.3m is MCC funded.
- 4.2 In October 2021, working with GMCA, the Council submitted a bid to PSDS for Round 3a funding. The bid was for £4.47m of grant funding and included heat decarbonisation, energy efficiency and low carbon energy generation for eight buildings, including: Arbata (Manchester Creative Digital Assets), the National

Football Museum, Harpurhey District Office, Denmark Road Active Lifestyle Centre, Claremont Resource Centre, Didsbury Library, Hall Lane Resource Centre, and The Place at Platt Lane. The total carbon saving associated with the bid was 680 tCO₂ a year. In April 2022 we received confirmation the bid had been successful.

- 4.3 Once the funding was confirmed the programme appointed a contractor to design and deliver the works. During design development it became clear that the practical challenges associated with decarbonising heat at the National Football Museum were too significant to overcome within the short deadline imposed by the funder, as a result this project was removed from scope. As a result the total grant allocation reduced to just under £3.1m and the carbon saving that can be achieved reduced to 512 tCO₂ per annum. All other projects have progressed beyond detailed design and are currently out to tender with sub-contractors. The deadline for funding to be claimed is March 2023. This is a challenging deadline but current spend forecasts show that this can be achieved.

5.0 Future Pipeline Zero Carbon Estate Projects

- 5.1 The Zero Carbon Estate Programme is a long-term investment and commitment to improve the performance of our buildings. The programme is looking to develop a pipeline of projects that will run beyond the 2025 life of the current Climate Change Action Plan. The programme has commissioned 80 Energy Audits to be completed by our partner, Equans. This data is expected to inform the long-term strategy for investment, the total scale of opportunity and key challenges. This will enable us to take a strategic approach to the development of project opportunities and ensure the Authority is well placed to take advantage of suitable external funding opportunities that are expected to continue to become available. This programme of energy audits is underway already and will continue into May 23.
- 5.2 The programme has submitted a third bid for PSDS funding (for Round 3b) and is awaiting a decision currently. This bid was more limited in scope than previous bids in recognition of the challenges associated with delivering PSDS funded projects and the fact this phase would need to be delivered in parallel with the existing PSDS funded programme of works described in Section 4 above. The bid was for a total of £1.2m grant funding (with £1m MCC funding) to support energy efficiency projects at the Town Hall Extension and Woodhouse Park Active Lifestyle Centre. The total carbon saving associated with these works is forecast to be around 650 tCO₂ p.a.
- 5.3 The programme is developing a rolling programme of LED lighting replacements throughout the Corporate Estate. Opportunities to deliver this 'no regrets' energy conservation measure are being explored in all buildings with work being supported by our Public Buildings maintenance provider, Equans. There are circa £200k worth of projects in development currently, with an estimated 36 tCO₂ per annum of savings associated. More projects

will continually be brought forward for consideration on a rolling basis over the coming years,

- 5.4 A programme of work is being developed to expand and improve the use of Building Management Systems across the estate. A building management system (BMS) is a computer-based control system that controls and monitors a building's mechanical and electrical equipment such as ventilation, lighting and power systems. Systems linked to a BMS typically represent 40% of a building's energy usage; if lighting is included, this number approaches to 70%. Therefore, BMS systems are a critical component to managing energy demand.
- 5.5 In addition to these specific projects under the Zero Carbon Estate Programme, other Estates projects provide opportunities to reduce carbon emissions. Some of the larger 'major' projects are described in the following section, but in addition to these, work delivered through the Councils annual capital maintenance programme (AMP) can support carbon reduction activity. Examples of areas where this is applicable include the work across Early Years settings, and some work programmed for next financial year to survey community assets.

6.0 Wider Decarbonisation Works

- 6.1 In addition to the Zero Carbon Estate Programme, there are a number of other projects that are being delivered which are supporting the decarbonisation of the estate.
- 6.2 As part of the overall Estate Strategy, a number of major construction projects are underway. These projects are not part of the Zero Carbon Estate Programme, as they are being delivered to achieve a range of benefits, such as improving customer access to services, rationalising the estate, improving the condition, quality and lifespan of our buildings or meeting new service needs. However, all of the projects include significant opportunities to reduce carbon emissions, over and above the retrofit work carried out by the Zero Carbon Estate Programme, by installing energy efficient systems and energy generation infrastructure. Some of the most energy intensive buildings in the estate have recently been refurbished or are under refurbishment or construction, including the Town Hall, the Hammerstone Road Depot in Gorton, the Abraham Moss Leisure Centre in Crumpsall, the Gorton Hub, the National Cycling Centre and the Manchester Aquatics Centre. Carbon savings achieved by these projects are not specifically included in the targets set out in the in the CCAP 2020/25, so the benefits delivered by these projects will be over and above these targets.
- 6.3 The Town Hall is currently under refurbishment, and is due to reopen in 2025. The refurbishment of the Grade 1 listed building includes a number of measures to reduce carbon emissions, including insulating the roof and all heating pipework; removing and repairing windows to reduce air leakage, and to make best use of natural ventilation to reduce cooling requirements;

connecting to the Civic Quarter Heat Network, and replacing the heating system; fitting LEDs throughout, including heritage luminaires and external lighting; installing a new building management system with zone controls.

- 6.4 Hammerstone Road Depot is currently undergoing a major refurbishment project. The project includes a rationalisation of accommodation across the site, consolidating several inefficient remote buildings into one energy efficient hub. The project includes a range of energy efficiency measures including a new insulated roof, window replacement, wall and cladding insulation, new mechanical and electrical installations including LED lighting, building controls, energy monitoring and expanded electrical vehicle charging infrastructure.
- 6.5 The project to replace Abraham Moss Leisure Centre and Library commenced in early 2021 and is a full demolition and rebuild of a large mixed use leisure centre. The old leisure centre was some 50 years old and whilst it had been refurbished and improved in phases over a number of years many parts of the building fabric and services installation had come to the end of their economically viable life. The new building is designed to meet high levels of energy efficiency and low carbon in use, including efficient building services, high levels of insulation and rooftop solar electrical generation. The demolition aspect of the project includes wherever possible the recycling of metal, timber and plastic elements and in the case of the concrete elements they are being crushed and recycled on site for use as aggregate below the new building and hardstanding areas minimising waste, reducing site traffic and reducing the need for new quarried materials.
- 6.6 The Gorton Hub is a new multi-agency public sector hub which opened in November 2022. The new building is an efficient modern environment designed to consolidate a number of users from older, energy inefficient properties. Whilst the primary aim of the project is to deliver high quality public services, the new purpose built building provides a low carbon operating environment including a well insulated building, modern high efficiency heating systems, LED lighting, high levels of daylighting with associated automation of the artificial lighting installation, rooftop solar electricity generation and a fully zoned and controlled building.
- 6.7 The in-flight refurbishment of the National Cycling Centre seeks to address the mechanical and electrical installations of the velodrome and associated areas along with elements of the building fabric which are now at the end of life. The replacement and updating of heating, lighting and power installation along with improvements to the building fabric will significantly reduce the power use and carbon impacts of this immensely successful venue. As already noted above, the full refurbishment is being carried out in parallel with energy efficiency works carried out as part of the Public Sector Decarbonisation Scheme, and the ERDF funded project to install car ports with solar panels in the car parks. It should be noted that gas has been completely removed from the velodrome part of the cycling centre, a major achievement which sets the building on a clear pathway to becoming Zero Carbon.

- 6.8 The refurbishment of the Manchester Aquatics Centre is ongoing. The refurbishment includes not only an update of the pool operating features to keep in line with latest competition standards but also measures that will reduce cost in use and the carbon footprint of the building. Using a mixture of MCC and Central Government grant funding the boilers and heating plant and lighting installations will be replaced to meet modern standards and also significantly reduce energy use and carbon emissions. Alongside the updating of existing installations there will be new initiatives including electrically powered air source heat pumps to generate heat without using gas, solar photo voltaic cells to generate renewable electricity from the roof top arrays and battery storage to maximise the use of power on site.

7.0 Forecast Challenges

- 7.1 The decarbonisation of heat - removing our dependency on carbon intensive gas by installing electrically powered heating solutions - is one of the biggest challenges to overcome on our journey to reduce carbon emissions from the estate. Typical alternatives to gas boilers, for example heat pumps, come with practical restrictions that need to be overcome before mass adoption of low carbon heat can be achieved. These include the need for larger radiators or underfloor heating; building fabric improvements for better thermal performance and air tightness; and external space for bulky equipment. There are also financial issues to overcome, including higher capital costs, and higher revenue costs.
- 7.2 The programme will continue to work with colleagues and partners to identify and take advantage of any external funding opportunities that may emerge. PSDS funding in particular has been key to bringing forward projects that decarbonise heating in buildings. While this source of government funding is highly valued, PSDS funding also comes with a number of restrictions and challenges. The most significant challenge is the short deadlines imposed for funding to be claimed. This places significant pressure on MCC teams and supply chain to carry out feasibility, design, procurement and delivery activity at pace. As a result of short timescales, the Authority carries a significant amount of financial risk to keep the projects progressing.
- 7.3 The next phases of activity will be increasingly challenging, as they will increasingly involve a larger set of smaller projects across smaller buildings with varying overall physical conditions. However, building on lessons from the first phases of delivery, and equipped with condition and energy audit data, officers will continue to develop proposals to drive down carbon emissions from the estate.

8.0 Conclusions and Recommendations

- 8.1 This report sets out the activities and progress to date on the decarbonisation of Manchester City Council's operational estate. Emissions from the operational estate have reduced by 7,161 Tonnes CO₂ (29.7%) compared to the baseline set by the Council's Climate Change Action Plan 2020-25. Officers are in the process of collating data to inform a pipeline of projects that

should run beyond 2025 into the next phase of the Climate Change Action Plan.

- 8.2 The Committee are recommended to note the activities and progress to date on the decarbonisation of Manchester City Council's operational estate; and note the pipeline of future projects that are in development.

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**Manchester City Council
Report for Information**

Report to: Resources and Governance Scrutiny Committee – 10 January 2023

Subject: Overview Report

Report of: Governance and Scrutiny Support Unit

Summary

This report provides the following information:

- Recommendations Monitor
- Key Decisions
- Work Programme

Recommendation

The Committee is invited to discuss and note the information provided and agree the work programme.

Wards Affected: All

Contact Officer:

Name: Charlotte Lynch
Position: Governance and Scrutiny Team Leader
Telephone: 0161 219 2119
E-mail: charlotte.lynch@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
6 December 2022	RGSC/22/59 Setting of Council Tax Base and Business Rates Shares for Budget Setting Purposes	That the Council's partner agencies be provided with training on Council Tax to provide a collaborative holistic approach to residents requiring support.	<p>Short training sessions for frontline staff in childrens/adults services have been held to explain the structure and issues of Council Tax so that they could give basic advice and know who to contact. This will be discussed further at SMT in January with a view to offering similar sessions.</p> <p>The Cost of Living Advice line has now been set up and provides advice/support with the following:</p> <ul style="list-style-type: none"> • Benefits and 	Lee Owen (Head of Revenues, Benefits and Customer Services)

Date	Item	Recommendation	Action	Contact Officer
			<p>help with your rent</p> <ul style="list-style-type: none"> ● Advice about debt and paying bills ● Food support ● Support getting online <p>Should a resident call advising they are struggling to pay their Council Tax bill they will be signposted to MCC's Council Tax team where staff will discuss their individual circumstances and set up a payment plan.</p> <p>By having a strength-based conversation staff will advise/signpost the resident on ways to maximize their income and reduce their outgoings in</p>	

Date	Item	Recommendation	Action	Contact Officer
			<p>order for the them to be able to afford to make their Council Tax payments.</p> <p>Engagement with partners has been undertaken to promote the cost-of-living advice service including campaign toolkits which included leaflets and posters in English and 9 other languages and social media assets and messages.</p> <p>This was also shared internally, and services asked to share with VSCE groups, stakeholders and business groups. This has also been shared with all Members for distribution and the family poverty</p>	

Date	Item	Recommendation	Action	Contact Officer
			<p>strategy groups which includes CAM, Fairshare, Bread & Butter Thing, housing providers.</p> <p>Zcards and leaflets have been produced. Lists of who these leaflets were shared with can be provided if members' wish to see these.</p> <p>Several new print runs for Work and Skills roadshow events were also completed. There has also been lots of social media and digital activity.</p>	

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 **28 November 2022**, 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.

Subject / Decision	Decision Maker	Decision Due Date	Consultation	Background documents	Officer Contact
Corporate Core					
Manchester City Centre Triangle (2021/01/14A) The approval of capital expenditure for the construction of a scheme to connect travel hubs in the	City Treasurer (Deputy Chief Executive)	Not before 31st Aug 2022		Checkpoint 4 Business Case	Steve Robinson, Director of Operations (Highways) steve.robinson@manchester.gov.uk

city centre					
<p>Contract for Provision of ICT and Digital resources to Manchester City Council (2022/01/31A)</p> <p>The appointment ICT and Digital resources to Manchester City Council.</p>	City Treasurer (Deputy Chief Executive)	Not before 28th Feb 2022		Report & Recommendation	Joanna Thorne joanna.thorne@manchester.gov.uk
<p>Write off of EoN Reality loan (2022/03/01B)</p> <p>Under the delegation agreed at February 2022's Executive, write off of existing £1.1m loan to EoN Reality Ltd and outstanding interest, following confirmation that the company has been liquidated.</p>	City Treasurer (Deputy Chief Executive)	Not before 1st Apr 2022		Companies House – liquidation progress report	Tim Seagrave T.Seagrave@manchester.gov.uk
<p>Framework Agreement for Senior Permanent and Interim Executive Search (2022/06/09A)</p> <p>The appointment of Agencies to deliver Permanent and Interim Senior Recruitment Services.</p>	City Treasurer (Deputy Chief Executive)	Not before 9th Jul 2022		Report & Recommendation	Mike Worsley mike.worsley@manchester.gov.uk

<p>Framework Agreement for the Provision of Commercial Office Furniture and Furniture Services (2022/08/04A)</p> <p>The appointment of Provider to deliver Commercial Office Furniture and Furniture Services.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 4th Sep 2022</p>		<p>Report and recommendations</p>	<p>Mike Worsley mike.worsley@manchester.gov.uk</p>
<p>Award new Case Management System replacement (2022/08/08A)</p> <p>To award the bid to a new supplier for the Neighbourhoods and Licensing including Taxi Licensing Case Management System.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 8th Sep 2022</p>		<p>Briefing Document</p>	
<p>Award of Electricity Supply contracts from existing Framework Agreements (2022/08/22A)</p> <p>To award a contract for the supply of Electricity from the Council's existing HH (large sites) and NHH (smaller sites) frameworks via direct</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Before 30 Sep 2022</p>		<p>Award Report</p>	<p>Walter Dooley w.dooley@manchester.gov.uk, Peter Schofield peter.schofield@manchester.gov.uk</p>

award to the incumbent suppliers.					
<p>Framework Agreement for the Provision of Specialist and Hard to Fill Agency Roles (2022/08/26B)</p> <p>The appointment of Agencies to provide Specialist and Hard to Fill Agency Roles</p>	City Treasurer (Deputy Chief Executive)	Not before 26th Sep 2022		Report and recommendations	Mike Worsley mike.worsley@manchester.gov.uk
<p>Framework for the provision of GM Online Library Service (2022/10/27B)</p> <p>The appointment of Provider(s) for GM Online Library Service</p>	Strategic Director (Neighbourhoods)	Not before 27th Nov 2022		Report & Recommendation	
<p>Adoption of Manchester Anti-Poverty Strategy (2022/11/08A)</p> <p>To adopt the new Anti-Poverty Strategy for Manchester</p>	Executive	18 Jan 2023		Draft Anti-Poverty Strategy plus accompanying report and any annexes	Peter Norris p.norris@manchester.gov.uk
<p>Council Tax 2022/23 Balance (2022/11/11B)</p> <p>To agree the estimated</p>	City Treasurer (Deputy Chief Executive)	Not before 3rd Jan 2023		Council Tax Balance report	Neil Doherty neil.doherty1@manchester.gov.uk

council tax surplus or deficit for 2022/23					
Business Rates 2022/23 balance (2022/11/11C) To agree the estimated business rates surplus or deficit for 2022/23	City Treasurer (Deputy Chief Executive)	Not before 3rd Jan 2023		Business Rates Balance report	Neil Doherty neil.doherty1@manchester.gov.uk
Council Tax Base 2023/24 (2022/11/11D) To set the 2023/24 Council Tax Base	City Treasurer (Deputy Chief Executive)	Not before 3rd Jan 2023		Council Tax Base report	Neil Doherty neil.doherty1@manchester.gov.uk
Business Rates Base 2023/24 (2022/11/11E) To set the 2023/24 Business Rates Base	City Treasurer (Deputy Chief Executive)	Not before 3rd Jan 2023		Business Rates Base report	Neil Doherty neil.doherty1@manchester.gov.uk
TC1135 - Provision and supply of a System to Enforce Moving Traffic Offences, including maintenance (2022/11/23B) The appointment of Provider for supply of a System to Enforce Moving Traffic Offences, including maintenance.	City Treasurer (Deputy Chief Executive)	Not before 23rd Dec 2022		Report & Recommendation	

<p>Electricity contract for street lighting (2022/12/02A)</p> <p>To enter into a new electricity contract for the supply of electricity for street lighting.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 2nd Jan 2023</p>		<p>Report and recommendation</p>	<p>Peter Schofield peter.schofielod@manchester.gov.uk</p>
<p>Development and Growth</p>					
<p>Strategic land and buildings acquisition 2019/06/03C</p> <p>The approval of capital expenditure for the purpose of the strategic acquisition of land and buildings to support the Eastlands Regeneration Framework</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 1st Dec 2022</p>		<p>Checkpoint 4 Business Case & Briefing Note</p>	<p>Richard Cohen r.cohen@manchester.gov.uk</p>
<p>Disposal of site of former Chorlton Leisure Centre for residential development (21/05/13A)</p> <p>Approval to the terms for the leasehold disposal of the site of the former Chorlton Leisure Centre for residential development.</p>	<p>Strategic Director - (Growth and Development)</p>	<p>Not before 13th Jun 2021</p>		<p>Report to the Strategic Director of Growth and Development</p>	<p>Mike Robertson m.robertson@manchester.gov.uk</p>

<p>Restructure of existing multiple ground leases at Manchester Science Park into a new overriding single head lease (2021/07/16A)</p> <p>Restructure of existing multiple ground leases at Manchester Science Park into a new overriding single head lease.</p>	<p>Strategic Director - (Growth and Development)</p>	<p>Not before 16th Aug 2021</p>		<p>Report and recommendations</p>	<p>Mike Robertson m.robertson@manchester.gov.uk</p>
<p>Strategic approach to developments of social homes via a city-wide New Build Local Lettings Policy (LLP) (2021/08/10A)</p> <p>Executive adopts the New Build LLP for immediate implementation.</p>	<p>Executive</p>	<p>16 Nov 2022</p>		<p>Report and recommendations</p>	<p>Martin Oldfield m.oldfield@manchester.gov.uk</p>
<p>Land at Downley Drive, New Islington/Ancoats (2022/02/18B)</p> <p>Land disposal by way of lease for residential development at Downley Drive, New Islington/Ancoats.</p>	<p>Strategic Director - (Growth and Development)</p>	<p>Not before 18th Mar 2022</p>		<p>Report and recommendations</p>	
<p>Disposal of the former</p>	<p>Strategic</p>	<p>Not before</p>		<p>Report to the</p>	<p>Joe Martin, Development</p>

<p>Gala Bingo, Rowlandsway, Manchester, M22 5RS (2022/05/19A)</p> <p>Approval to the terms for the leasehold disposal of the former Gala Bingo, Rowlandsway, Manchester, M22 5RS.</p>	<p>Director - (Growth and Development)</p>	<p>19th Jun 2022</p>		<p>Strategic Director of Growth and Development</p>	<p>Surveyor joe.martin@manchester.gov.uk</p>
<p>This City - new scheme development (2022/06/17B)</p> <p>To give capital expenditure approval to build a mixed development of market and accessible rent properties, initially through the Council before transferring to a Council-owned company during the build.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 17th Jul 2022</p>		<p>Report and recommendation</p>	<p>Alan Caddick, Interim Director of Housing and Residential Growth Alan.Caddick@manchester.gov.uk</p>
<p>Housing Affordability Fund Budget (2022/06/28B)</p> <p>The approval of capital expenditure for affordable housing via a dedicated HAF budget.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 28th Jul 2022</p>		<p>Checkpoint 4 Business Case</p>	<p>Yvette Ryle, Project Manager Yvette.ryle@manchester.gov.uk</p>
<p>Large Scale Renewable</p>	<p>Executive</p>	<p>18 Jan 2023</p>		<p>Executive Report</p>	<p>Leader</p>

<p>Energy Project (2022/07/13B)</p> <p>To purchase a large scale solar farm, associated storage and maintenance arrangements.</p>					
<p>King Street Multistory Car Park & King Street West Shops 35-47 (22/07/18A)</p> <p>Approval to the surrender of the City Councils Leasehold interested to support the redevelopment of the site, as consented under planning application 129251/FO/2021</p>	<p>Strategic Director - (Growth and Development)</p>	<p>Not before 18th Aug 2022</p>		<p>Confidential report and recommendations</p>	<p>Lousie Hargan l.hargan@manchester.gov.uk</p>
<p>Lower Campfield and Upper Campfield - granting of new ground leases (2022/09/07A)</p> <p>Approval to the granting of new ground leases to allow the repair and refurbishment of both buildings by the lessee.</p>	<p>Chief Executive</p>	<p>Not before 6th Oct 2022</p>		<p>Report to the Chief Executive and Strategic Director of Growth and Development</p>	<p>David Norbury david.norbury@manchester.gov.uk</p>
<p>This City: Contractor and Design Team Fees (2022/08/10A)</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 10th Sep 2022</p>		<p>Checkpoint 4 Business Case</p>	<p>Sarah Narici sarah.narici@manchester.gov.uk</p>

<p>To approve capital expenditure for the delivery of This City: Norther Quarter (Postal Street) in order to appoint a contractor under a Pre-Construction Services Agreement to progress work on a mixed development of market and Manchester Living Rent properties until planning permission has been granted.</p>					
<p>Electric Vehicle Charging Strategy (2022/09/12A)</p> <p>The approval of the Draft Strategy and agreement to its publication.</p>	Executive	14 Dec 2022		Report and recommendations	Phil Havenhand, Interim Head of Infrastructure & Environment Phil.Havenhand@manchester.gov.uk
<p>Land Assembly - Back of Ancoats (2022/10/13A)</p> <p>To approve the acquisition of a strategic asset at the Back of Ancoats.</p>	Strategic Director - (Growth and Development)	Not before 30th Nov 2022		Briefing Note	
<p>Culture in the City - HOME Arches (2022/11/07A)</p> <p>To approve capital</p>	City Treasurer (Deputy Chief Executive)	Not before 7th Dec 2022		Checkpoint 4 Business Case	Dave Carty d.carty@manchester.gov.uk

expenditure to address cost increases largely in relation to methodology, 3 rd party requirements and market pressures which are fixed.					
Land at Kelbrook Road (2022/11/14A) Approval to dispose of land at Kelbrook Road for development	Strategic Director - (Growth and Development)	4 Jan 2023		Report to the Strategic Director – Growth & Development	Thomas Pyatt, Development Surveyor Tel: 0161 234 5469 thomas.pyatt@manchester.gov.uk
Manchester Active Travel Strategy and Investment Plan (2022/11/21A) To adopt the Manchester Active Travel Strategy and Investment Plan	Executive	18 Jan 2023		Report to Executive - Manchester Active Travel Strategy and Investment Plan	Rob Scott robert.scott@manchester.gov.uk
Factory International (2022/11/22A) To approve capital expenditure for cost pressures including inflation, market & supply chain pressures, client-side costs and fitting out costs.	City Treasurer (Deputy Chief Executive)	Not before 22nd Dec 2022		Checkpoint 4 Business Case	Jared Allen jared.allen@manchester.gov.uk
Back of Ancoats: Delivery of Mobility Hub (2022/11/23A)	City Treasurer (Deputy Chief Executive)	Not before 23rd Dec 2022		Checkpoint 4 Business Case	

<p>To approve capital expenditure to fund construction inflation cost pressures and amendments to design.</p>					
<p>Public Sector Decarbonisation Scheme Phase 3 (2022/11/28A)</p> <p>Approval of capital expenditure for cost increases to the Public Sector Decarbonisation Scheme (PSDS) following RIBA2 designs identifying scope changes required, additional fees and inflationary pressures. These works are to improve energy efficiency and introduce heat decarbonisation measures across the estate.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 28th Dec 2022</p>		<p>Revised Checkpoint 4</p>	<p>Richard Munns r.munns@manchester.gov.uk</p>
<p>Gorton District Centre Masterplan (2022/12/12A)</p> <p>To approve the masterplan for future development and investment within Gorton District Centre</p>	<p>Executive</p>	<p>18 Jan 2023</p>			<p>Richard Cohen r.cohen@manchester.gov.uk</p>

<p>Leasehold disposal of Unit 5, Nuovo A, Great Ancoats Street (2022/12/13B)</p> <p>To approve a 15-year lease of Unit 5, Nuovo A</p>	<p>Strategic Director - (Growth and Development)</p>	<p>Not before 11th Jan 2023</p>		<p>Briefing Note</p>	<p>Richard Cohen r.cohen@manchester.gov.uk</p>
<p>Neighbourhoods</p>					
<p>Extension of the waste & street cleansing contract (2022/03/30B)</p> <p>To fund the increase in contract fee from 2023 for the remainder of the contract period - £7.95m.</p>	<p>Executive</p>	<p>1 Jun 2022</p>		<p>Waste Report to Environment & Climate Change Scrutiny Committee (10 March 2022)</p>	<p>Matthew Bennett matthew.bennett@manchester.gov.uk</p>
<p>Financial approval of MCR Active Contract 2023/24 (2022/10/27A)</p> <p>Financial approval of 5th year of MCR Active Contract for period 1st April 2023 to 31st March 2024.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 27th Nov 2022</p>		<p>Report to Deputy Chief Executive and City Treasurer</p>	
<p>Z-Arts Grant Agreement (2022/11/04A)</p> <p>To approve a three-year Z-Arts grant agreement with</p>	<p>Strategic Director (Neighbourhoods)</p>	<p>Not before 4th Dec 2022</p>		<p>Z-Arts Overview Report</p>	

revenue support of £184,488 in 2023/4, 2024/5 and 2025/6					
<p>Q20516 – Ashton Canal Bridge (2022/11/25B)</p> <p>The works are referred to as: Victoria Northern Eastern Gateway Scheme Phase 3 – Ashton Canal Bridge. Scope of Works comprises the construction of a new bridge and access ramps over the Ashton Canal at New Islington</p>	Strategic Director (Neighbourhoods), Deputy City Treasurer	27 Feb 2023		Confidential Contract Report and Recommendations	Joshua Ward, Procurement Officer joshua.ward@manchester.gov.uk, Nikoo Nikousokhan, Project Manager nikoo.nikousokhan@manchester.gov.uk
<p>Q20515 – Bridge Maintenance, Refurbishment and Replacement (2022/11/25C)</p> <p>Manchester City Council is proposing to employ a single-stage procurement process comprising of Quality, Price and Social Value elements as set out within this document.</p> <p>This ITT is composed of 4 separate lots, each of which</p>	Strategic Director (Neighbourhoods), Deputy City Treasurer	27 Feb 2023		Confidential Contract Report and Recommendations	Joshua Ward, Procurement Officer joshua.ward@manchester.gov.uk, Paul Gee, Contracts Manager p.gee@manchester.gov.uk

<p>will be awarded separately to the most economically advantageous tender for each lot. The lots are as follows:</p> <p>Lot 1: Rodger Street Union Bridge Maintenance Scheme Lot 2: Hoyle Street Parapet Replacement Scheme Lot 3: Boggart Bridge Retaining Wall Refurbishment Scheme Lot 4: Camelia Road Retaining Wall Replacement Scheme</p>					
<p>Q20509 - Victoria Northern Eastern Gateway Phase 2 (2022/11/29A)</p> <p>The works are to undertake improvement works along the Victoria North / Eastern Walking and Cycling Route, Phase 2 comprises of one location Rochdale Road / Thompson Street / Oldham Road, the scheme identified as Victoria North / Eastern Walking and Cycling</p>	Deputy City Treasurer	Not before 29th Dec 2022		Confidential Contract Report with Recommendations	Joshua Ward, Procurement Officer joshua.ward@manchester.gov.uk

<p>Scheme Phase 2. The works will be undertaken in the following locations: • Area G Rochdale Road and Thompson Street Junction • Area G Thompson Street • Area G Oldham Road, Thompson Street and Sherratt Street Junction • Additional Route Signage</p>					
<p>The rate for temporary accommodation properties (2022/12/13A)</p> <p>Increase the rate for properties in temporary accommodation due to market conditions.</p>	<p>Strategic Director (Neighbourhoods)</p>	<p>Not before 13th Jan 2023</p>		<p>Commercially Sensitive</p>	<p>Nicola Rea nicola.rea@manchester.gov.uk</p>

3. Resources and Governance Scrutiny Committee - Work Programme – January 2023

Tuesday, 10 January 2023, 2.00pm (Report deadline **Thursday 29 December 2022 to account for New Year's Day**)

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Electoral Reform Bill Update	To receive a report on the Electoral Reform Bill with a focus on voter registrations, polling station accessibility and voter ID requirements.	Cllr Craig (Leader)	Fiona Ledden Clare Travers	
Climate Change and the Council's Estate	To receive a report on works to the Council's operational estate to mitigate the effects of climate change, including energy supplies.	Cllr Rahman (Statutory Deputy Leader) Cllr Rawlins (Environment and Transport)	Richard Munns	
Finance Settlement	To receive an update that outlines the key headlines of the Government's Finance Settlement figure for Manchester.	Cllr Akbar (Finance and Resources)	Carol Culley Tom Wilkinson	
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.	N/A	Scrutiny Support	

Tuesday, 7 February 2023, 2.00pm (Report deadline Friday 27 January 2023)

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
2023/24 Budget Report	To receive and consider the final 2023/24 budget proposals that will go onto February Budget Executive and Scrutiny and March Council.	Cllr Akbar (Finance and Resources)	Carol Culley Tom Wilkinson	
Commercial Activity	To receive a report on the Council's commercial activity.	Cllr Akbar (Finance and Resources)	Carol Culley	
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.	N/A	Scrutiny Support	

Monday, 27 February 2023, 10.00am – **BUDGET** (Report deadline Thursday 16 February 2023)

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
The Council's Budget 2023/24	To receive an update on the Council's financial position following scrutiny of the draft budget proposals and Directorate budget plans by all Scrutiny Committees.	Cllr Akbar (Finance and Resources)	Carol Culley Tom Wilkinson	

Tuesday, 7 March 2023, 2.00pm (Report deadline Friday 24 February 2023)

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Progress on Council Motions Over Last 12 Months	To receive an update on the progress made in respect of motions that have been passed before Manchester City Council since the last update in March 2022.	Cllr Craig (Leader) Cllr Rahman (Statutory Deputy Leader)	Fiona Ledden Mike Williamson	
Revenues and Benefits Update	To receive an update on collection of business rates and council tax, ethical collection and an update on Council Tax Scheme and resident support schemes with a focus on cost-of-living and the use of discretionary welfare funds.	Cllr Akbar (Finance and Resources)	Lee Owen	
Manchester's Parks Development Programme Update	To receive an update on the progress of Manchester's Parks Development Programme 2021-2025 and an overview of the financial position for parks.	Cllr Akbar (Finance and Resources) Cllr Igbon (Vibrant Neighbourhoods)	Carol Culley Neil Fairlamb	Extend invitation to the Chair of CESC.
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.	N/A	Scrutiny Support	

Wednesday, 24 May 2023, 10:00am (Report deadline Monday 15 May 2023)

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Factory International Progress Update	To receive a progress report on Factory International ahead of the project's completion and opening.	Cllr Rahman (Statutory Deputy Leader)	Carol Culley Becca Heron Jared Allen Pat Bartoli	
Work programming	To draft the committee's work programme for the 2023/24 municipal year.	N/A	Carol Culley Charlotte Lynch	
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.	N/A	Scrutiny Support	

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
Contract Monitoring	Precise Details to be confirmed	Councillor Akbar	Carol Culley	
Review of investments being made by the Council into its Capital Strategy in terms of delivering future VFM post COVID19	Precise scope to be determined	Councillor Akbar	TBC	
GMCA Governance and Public Sector Reform	To receive an update on what is being delivered for the City through these arrangements	Councillor Craig	TBC	
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	TBC	TBC	
Annual Section 106 Monitoring	To receive a report on the Governance arrangements relating to Section 106.	Councillor White	Julie Roscoe/Des Jones	Report to be considered around Sept 2023
Our Town Hall Project Update	To receive an update on the progress of the refurbishment and partial restoration of the Town Hall and Albert Square under the Our Town Hall (OTH) project	Councillor Rahman	Carol Culley Jared Allen Paul Candelent	Report to be considered in October 2023
Governance and Management of Complaints	TBC	Cllr Akbar	Carol Culley	Will be confirmed following Nov 2022 Audit Committee

