

Resources and Governance Scrutiny Committee

Date: Thursday, 25 May 2023

Time: 10.00 am

Venue: Council Antechamber, Level 2, Town Hall Extension

There will be a private meeting for committee members only from 9:30am on Thursday, 25 May in Room 2006, Members' Corridor, 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), Abdullatif, Andrews, Brickell, Connolly, Davies, Evans, Kilpatrick, Kirkpatrick, Lanchbury, 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 7 - 16

To approve as a correct record the minutes of the meeting held on Tuesday, 7 March 2023.

5. Commercial Activity Update (Part A)

To Follow

17 - 44

6. Overview Report

Report of the Governance and Scrutiny Support Unit.

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.

7. Exclusion of Press and Public

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

8. Commercial Activity Update (Part B)

To Follow

Please note, there will be a Work Programming session at the rise of this

meeting for committee members only

Information about the Committee

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

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

The Council wants to consult people as fully as possible before making decisions that affect them. Members of the public do not have a right to speak at meetings but may do so if invited by the Chair. To help facilitate this, the Council encourages anyone who wishes to speak at the meeting to contact the Committee Officer in advance of the meeting by telephone or email, who will then pass on your request to the Chair for consideration. Groups of people will usually be asked to nominate a spokesperson. The Council wants its meetings to be as open as possible but occasionally there will be some confidential business. Brief reasons for confidentiality will be shown on the agenda sheet.

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

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

Smoking is not allowed in Council buildings.

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

Further Information

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

Charlotte Lynch Tel: 0161 219 2119

Email: charlotte.lynch@manchester.gov.uk

This agenda was issued on **Wednesday, 17 May 2023** 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, 7 March 2023

Present:

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

Also present:

Councillor Rahman, Statutory Deputy Leader Councillor Akbar, Executive Member for Finance and Resources Councillor Igbon, Executive Member for Vibrant Neighbourhoods

Apologies: Councillor B Priest

Thanks

In opening the meeting, the Chair noted Councillor Priest's apologies and that this would have been his last meeting before retiring in May. The Chair wished Councillor Priest well in his retirement and thanked him for his work on the committee.

RGSC/23/14 Minutes

Decision: That the minutes of the meeting held on Tuesday, 7 February 2023 be approved as a correct record.

RGSC/23/15 Update on the progress of Manchester's Park Development Programme 2021-2025

The committee considered a report of the Deputy Chief Executive and City Treasurer and the Strategic Director (Neighbourhoods) which provided an overview of the financial (revenue and capital) position for parks and an update on the programme of investment to deliver revenue savings beyond 2021.

Key points and themes within the report included:

- The objectives and vision of Manchester's Park Strategy;
- Progress on the delivery of the Strategy;
- The balanced revenue budget position which had been maintained to generate income and capital investment to enhance the parks offer;
- There was an estimated 4.7million visits to Manchester's parks in 2021/22;
- The additional investment for parks provided by S106 funding and match funding from strategic partners, such as British Cycling, the Lawn Tennis Association, Transport for Greater Manchester (via Highways) and Veolia;
- A total of £3.56million was invested across the Parks estate through Park Development Programme and Section 106 and Parks in Partnership (PIP) funding; and

• The projects completed in 2022/23 and future projects planned.

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

- Welcoming the report and progress made on the Park Development Programme;
- How new partnerships are attracted in order to generate income;
- Progress in the development of the Age Friendly Strategy;
- The safety of women and girls in the city's parks, and how this was being considered by the Council;
- Welcoming developments at Heaton Park for families; reopening The Orangery; providing electric vehicle charging points; and being used as a base for school buses to promote walking and the wider park;
- How the average length of a visit to parks is measured;
- How the increase in income had been achieved; and
- What challenges had been faced during progress of the Park Development Programme.

In introducing the item, the Chair welcomed the report and stated that he had shared the report with the Chairs of the 'Friends of...' groups for the three parks within his ward of Didsbury East to highlight the grants available.

The Parks Lead stated that strong progress had been made on the delivery of Manchester's Park Strategy and she recognised the 13% uplift in visitor numbers and significant investment through the Parks Development Programme and ad hoc funding from Section 106 and partner investments, which enabled investment of over £3.5million across the parks' estate in the past year. She stated that this had enabled the service to maximise its assets, widen participation and visitor numbers, generate income from supplementary services such as cafes. It provided support to reduce the gap between income and expenditure, which ensured a sustainable budget position.

The Parks Lead also wished to place on her record her thanks to stakeholders and partners who supported the day-to-day delivery of park services and investment.

In response to a member's query regarding new partnerships, the Parks Lead explained that many partners and stakeholders had approached the Parks service due to the value of Manchester's parks and the benefits of being aligned with them. The service worked with potential partners to identify the outcomes that they could deliver to ensure best value in the long-term.

Work on the Age Friendly Strategy was progressing strongly and there was significant focus on the accessibility and inclusivity of parks. This included setting an age-friendly standard when considering future developments, the suitability of infrastructure and reflecting on the need for face-to-face communications with visitors.

The Parks Lead noted that the design of parks and green open spaces nationally had largely been male-led and landscapes could reflect a gendered view. Manchester's parks service aimed to reset this balance by ensuring links with the Youth Council and the Council's Youth team. Consultation had also been undertaken when

developing the Park Plans with 'Friends of...' groups who utilised and supported individual parks on a daily basis. This would also be extended to reach those who do not use parks to understand reasons and issues behind this.

The Executive Member for Vibrant Neighbourhoods highlighted the need for the Park Strategy to align with the Our Manchester Strategy, and this reflected priorities for the safety of women and girls and being age friendly. She explained that extra lighting would be provided where needed to improve safety. She also stated that the Council would assess all possible revenue streams for its parks.

In response to the Chair's query regarding measuring length of time spent in parks, it was explained that the service employed new technology which tracked general location, amount of time spent on site and areas of the park visited through anonymous mobile data. The Parks Lead confirmed that this technology was fully compliant with data protection regulations and was useful in providing concrete data on the usage of parks.

The Parks Lead advised that increased income had been generated through utilising this data to highlight the popularity of concessions and market these to potential partners. She emphasised the great assets within Manchester's parks which were celebrated and helped to bolster interest from potential partners. Members were also advised that following investment in cycle tracks at Wythenshawe Park, coached cycling sessions were held which generated additional income.

Members were informed that ice cream sales were the most profitable concession and generated around £130k of income per year.

In response to a query regarding challenges to the Park Development Programme, the Parks Lead explained that the Covid-19 pandemic had impacted partnership working with communities, which was a key priority for the Programme, and noted challenges in working with difficult-to-reach communities. She explained that this was the first time that the service used a funding workstream for the Parks in Partnership (PIP) scheme. Lessons had been learnt as a result of this and good progress had been made on the workstream in the last year with 98 PIP applications received.

Issues with price increases in the construction industry and delays were also acknowledged but these were communicated effectively to stakeholders to ensure transparency.

Decision:

That the report be noted.

RGSC/23/16 Update from the Revenues and Benefits Unit

The committee considered a report of the Deputy Chief Executive and City Treasurer which provided an update on the activity of the Revenues and Benefits Unit as set out in the June 2022 Scrutiny Report, including final details of recently completed Covid schemes and ongoing cost of living schemes delivered by the service.

Key points and themes within the report included:

- Benefits administration, including Council Tax Support and the management of the Welfare Provision Scheme and other discretionary schemes;
- The financial support provided by the Household Support Fund scheme; the Energy Grant Scheme; the Council Tax Support Fund; the Energy Bills Support Scheme Alternative Funding programme; and the Alternative Fuel Payment Alternative Funding scheme;
- Performance in the collection of council tax and how the Council balances collection whilst working in an ethical way and supporting those residents on a low income: and
- Performance in the collection of business rates and the financial support provided to businesses through various Business Rates Reliefs and grants.
- Data for the 2021/22 financial year and available data to show activity between 1 April and 31 December of the 2022/23 financial year.

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

- Commending the service for its work and the support provided to residents;
- Whether the Council would be able to continue using earnings and employer information supplied by HMRC if the trial of this scheme was to end;
- If the Council attended or was represented at community Cost-of-Living advice events;
- Whether the Council could contact residents who had not yet used the Post
 Office vouchers provided as a one-off grant to households in receipt of Council
 Tax Support where bank details were not known;
- What officers would change if they had a magic wand;
- Noting that the temporary Household Support Fund had been extended for 12 months, and how the Council would deal with the impact of this ending;
- Why 100% of business rates had not yet been collected;
- How much of the business rates growth the Council had retained; and
- Noting that there were 92 residents who earnt over £40,000 a year and were not engaging with the council in respect of arrears and querying the reasons and circumstances behind this.

The Head of Revenues, Benefits and Customer Services highlighted key points and achievements outlined within the report and explained that the Revenues and Benefits unit sought to ensure that any available local and national funding had the best impact for residents and communities whilst supporting the Council's priorities and Our Manchester Strategy.

The Head of Corporate Revenues explained that recent discussions with the Cabinet Office suggested that the HMRC trial would continue for those authorities already participating following productive meetings with the Department for Work and Pensions (DWP). However, he confirmed that the Council would not receive earnings and employer information if the scheme was not implemented nationally.

The Head of Corporate Assessments stated that there was no direct representation of the Revenues and Benefits service at cost-of-living advice events, but other

organisations and agencies would be able to signpost attendees to the Council and other schemes if required. He explained that the Helping Hands document captured the range of support available, but discussions could be held with the Neighbourhood teams to understand whether attendance from the Revenues and Benefits unit could add value to the events.

In response to a query regarding unused Post Office vouchers, the Head of Corporate Assessments explained that the Council had a high level of reach when issuing the Energy Bills rebate compared to other Core Cities and nationally. He explained that there were fewer opportunities to reach residents eligible for the Discretionary Fund and that text messages, postcards and social media posts were used to encourage take up of Post Office vouchers.

In response to a query as to what officers would change if they had a magic wand, it was suggested that any mistrust of the service or perception that it was not there to help residents would be removed.

The Deputy Chief Executive and City Treasurer noted that it was difficult to understand the impact of the Household Support Fund ending but the Council could not mitigate for national policy decisions on funding. She explained that the Council would balance the schemes it had in place and the 2024/25 budget would include funding for schemes such as Council Tax Support.

In response to queries around business rates, the committee was advised that there was still 3 months remaining of the collection period and it was hoped that the collection rate would increase to 97% with officers continuing to pursue collections. The Deputy Chief Executive and City Treasurer confirmed that Greater Manchester as a region retained 100% of business rates growth above the baseline, which equated to approximately £10million per annum for Manchester and a share of this was returned to the Greater Manchester Combined Authority (GMCA).

A request was made by a member for a map showing the council tax band of every property in individual wards. The Deputy Chief Executive and City Treasurer explained that this information would have to be provided in a citywide map for ethical reasons.

In response to a query by the Chair, the Head of Corporate Revenues explained that there was a multitude of reasons as to why some residents earning over £40,000 per annum were not engaging with the Council in respect of council tax arrears. Examples included domestic issues, financial troubles and being unwilling to pay. He explained that the HMRC trial helped to engage with residents in this situation.

The Executive Member for Finance and Resources commended the work of the Revenues and Benefits Unit and took the opportunity to encourage residents in need of help to contact the Council for support.

Decision:

That the Committee

1. notes the report, and

2. expresses hope that the HMRC information-sharing scheme continues and is rolled out nationally.

RGSC/23/17 Refreshed Community Asset Transfer Policy Update

The committee considered a report of the Deputy Chief Executive and City Treasurer which outlined key points of a review of the Community Asset Transfer Policy, which had been requested by the Statutory Deputy Leader, and proposed a revised Policy.

Key points and themes within the report included:

- Community Asset Transfer (CAT) involved the leasing of Council land or buildings to a Voluntary and Community Sector (VCS) organisation, usually at less than market value for local social, economic, or environmental benefit;
- The numbers of completed and ongoing Community Asset Transfers;
- The methods and work undertaken as part of the policy review;
- Feedback received through the review; and
- The aims and objectives of the revised policy and process.

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

- Welcoming the greater clarity and transparency of the revised policy;
- Requesting that a list of all assets available for transfer be provided to members on a biannual or annual basis; and
- Whether there was a reduction in the number of community assets as more were transferred to VCS organisations.

In introducing the item, the Statutory Deputy Leader stated that many VCS organisations in Manchester utilised the Council's community assets to deliver valuable services for communities. He stated that there was currently an ad hoc process for expressing interest in a CAT and the revised policy would provide a fair and transparent application process for VSC organisations.

The Head of Estates and Facilities explained that the Council had a long history of working in partnership with the voluntary and community sector and key feedback indicated that the previous policy was technical, and the approach was unclear. He stated that the revised policy and process was clearer and included changes such as offering opportunities to the sector as a whole; being more proactive in advertising opportunities for CATs; and aligning the policy with the Council's wider asset management planning to be clearer on which buildings are available for transfer.

In response to a member's request for a list of all assets available for transfer, the Statutory Deputy Leader advised that this information would be made available on the Council's website and would be updated regularly.

The Statutory Deputy Leader also commented that there was natural turnover in the availability of community assets, and he stated that empty community assets were of no benefit to the Council or the community and he wished to fully utilise these.

Decision:

That the committee endorses the recommendations made to the Executive.

RGSC/23/18 Progress on Council Motions over the last 12 Months

The committee considered a report of the City Solicitor which provided an update on the progress made in respect of motions that had been passed before Manchester City Council over the last 12 months.

Key points and themes within the report included:

- Decisions on motions were considered by the members of the Council's senior management and any necessary plans of action agreed and acted upon. Progress was then tracked on a periodic basis by SMT; and
- The actions taken for each of the motions passed over the last 12 months with the progress made to date.

The Chair noted that many of the Council motions did not require action from officers and the City Solicitor explained that this was due to the political nature of some resolutions. She stated that these motions were recorded nonetheless and that she liaised with the Leader's Office to ensure that any actions arising from motions of a political nature, such as where the Council resolved the lobby the government, were also documented.

Decision:

That the report be noted.

RGSC/23/19 Progress Update on the Major Contracts Oversight Board

The committee considered a report of the Head of Integrated Commissioning and Procurement which provided an overview of the work of the Major Contracts Review Board and the development of the Delivery Model Assessment Policy which will set out the issues to be considered in deciding on the approach to future major contracts.

Key themes and points within the report included:

- The establishment of the Major Contracts Review Board was recommended by this committee in July 2022 to evaluate all major contracts;
- The main aims and terms of reference of the Board;
- The work of the Board to date: and
- A clear policy framework had been created to guide decision-making on the appropriate delivery model options for major contracts, which was of heightened profile following the adoption of a recent Council motion that advocated insourcing as the default option for services.

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

Welcoming the update;

- If and how the Board considered potential future contracts and the possibility of insourcing in the future;
- Why works were considered out-of-scope of the policy framework for major service delivery model decisions;
- The need for greater clarity in the policy as to the criteria for a contract being awarded through a key decision;
- Suggesting that the work of the Association for Public Service Excellence, which the Council subscribed to, be highlighted in the policy's scope;
- Noting that trade unions were not mentioned in the discussion paper, and querying how the Council would liaise with trade unions where it was considering bringing a service in-house;
- The need to reflect the democratic will and electoral mandates;
- The number of silver and bronze contracts and the process for awarding these; and
- How Members could find information on the Council's contracts.

In introducing the item, the Deputy Chief Executive and City Treasurer stated that the Board had oversight of those contracts which were of significant reputational, financial or strategic importance to the Council but did not have oversight of major capital contracts and those between the Council and other public bodies. She stated that the Board had met three times since its establishment in November 2022 and there had been a focus around delivery models.

The Deputy Chief Executive and City Treasurer stated that the report aimed to highlight the importance of the lead-in time for deciding the approach to future major contracts and it was important to understand and have capacity within these services, which was a key objective of the Board. The Strategic Lead – Commissioning also explained that the draft Delivery Model Options Discussion Paper would introduce new practice and require officers to consider insourcing when assessing all contracts rated gold.

The Deputy Chief Executive and City Treasurer clarified that works listed as out-of-scope referred to major capital construction and not lower-level maintenance and the wording of this would be revised for clarity.

She confirmed that she was the statutory officer for contract decisions and that these needed to be transparent and account for value-for-money and policy direction. It was also stated that the Council was a democratic local authority and would be mindful the mandate of elected members.

In response to discussions around trade unions, the committee was advised that these were referenced as part of the engagement consultation, and this was included on the agenda of the next Corporate Joint Consultative Committee (JCC) meeting.

The Strategic Lead – Commissioning stated that there were currently over 1000 lines in the contract registers, although these included Framework Agreements and low-level contracts. Members were also advised that the contract for a new contract management system had recently been awarded with the new system being implemented soon.

He also explained that all formally procured and awarded contracts over £25,000 were uploaded to The Chest, which was the Council's procurement portal and was available for public inspection through the website. The Council also had to publish spend data for all expenditure over £500 monthly, which was also available on the website. It was clarified that some social care spending was not included due to data protection regulations around personal information.

The Executive Member for Finance and Resources commented that the Delivery Model Options Discussion Paper and Policy were in the early stages of development and assured members that this would reinforce the Council's commitment to insourcing where appropriate. He acknowledged that residents wanted value-formoney and the best use of public funds to deliver high-standard services. He stated that the policy would provide the Council with the capacity to progress and deliver on the commitment to insourcing whilst also continuing to provide important services for residents.

Decision:

That the Committee

- 1. notes the report;
- 2. recommends that the works listed as out-of-scope of the policy be clarified to reflect that this did not include maintenance; and
- 3. recommends that the work of the Association for Public Service Excellence be highlighted in the policy's scope.

RGSC/23/20 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.

The Chair informed members of the committee that the next meeting would consider two substantive items and work planning for the new municipal year.

Decision:

That the report be noted, and the work programme agreed.



Manchester City Council Report for Information

Report to: Resources and Governance Scrutiny Committee – 25 May 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			
There are no outstanding recommendations							

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 **15 May 2023**, 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)	City Treasurer (Deputy Chief Executive)	Not before 31st Aug 2022		Checkpoint 4 Business Case	Steve Robinson, Director of Operations (Highways) steve.robinson@manchester.go
The approval of capital expenditure for the construction of a scheme to connect travel hubs in the	,				v.uk

city centre				
Contract for Provision of ICT and Digital resources to Manchester City Council (2022/01/31A) The appointment ICT and Digital resources to Manchester City Council.	City Treasurer (Deputy Chief Executive)	Not before 28th Feb 2022	Report & Recommendation	Joanna Thorne, Project Manager joanna.thorne@manchester.gov .uk
Write off of EoN Reality Ioan (2022/03/01B) Under the delegation agreed at February 2022's Executive, write off of existing £1.1m Ioan to EoN Reality Ltd and outstanding interest, following confirmation that the company has been liquidated.	City Treasurer (Deputy Chief Executive)	Not before 1st Apr 2022	Companies Hous – liquidation progress report	Tim Seagrave, Commercial Finance Lead Timothy.Seagrave@manchester .gov.uk
Framework Agreement for the Provision of Commercial Office Furniture and Furniture Services (2022/08/04A) The appointment of Provider to deliver Commercial Office Furniture and Furniture Services.	City Treasurer (Deputy Chief Executive)	Not before 4th Sep 2022	Report and recommendations	Mike Worsley, Procurement Manager mike.worsley@manchester.gov. uk

Award of Electricity Supply contracts from existing Framework Agreements (2022/08/22A) To award a contract for the supply of Electricity from the Council's existing HH (large sites) and NHH (smaller sites) frameworks via direct award to the incumbent suppliers.	City Treasurer (Deputy Chief Executive)	Before 30 Sep 2022	Award Report	Walter Dooley, Group Manager - Energy walter.dooley@manchester.gov. uk, Peter Schofield, Head of Integrated Commissioning and Procurement peter.schofield@manchester.go v.uk
Framework Agreement for the Provision of Specialist and Hard to Fill Agency Roles (2022/08/26B) The appointment of Agencies to provide Specialist and Hard to Fill Agency Roles	City Treasurer (Deputy Chief Executive)	Not before 26th Sep 2022	Report and recommendations	Mike Worsley, Procurement Manager mike.worsley@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	City Treasurer (Deputy Chief Executive)	Not before 23rd Dec 2022	Report & Recommendation	

Traffic Offences, including maintenance.				
Adopting new powers to increase the Council Tax on some empty properties (2023/01/09A) To consider whether or not	Executive	15 Feb 2023	Report to Executive	Charles Metcalfe, Head of Corporate Revenues charles.metcalfe@manchester.g ov.uk
to charge double Council Tax on empty furnished properties (including second homes) and empty, unfurnished properties that have been empty for between 1 and 2 years from 1 April 2024 onwards.				
Funding towards City Centre Free Bus (2023/02/07A) Award a 3 year contract and enter into a funding agreement with Transport for Greater Manchester (TFGM)	Executive	22 Mar 2023	Report to Executive	Phil Havenhand, Interim Head of Infrastructure & Environment Phil.Havenhand@manchester.g ov.uk
Enterprise Resource Planning Software (2023/03/10B) To award a contract for new	City Treasurer (Deputy Chief Executive)	Not before 10th Apr 2023	Report and recommendation	Tom Wilkinson, Deputy City Treasurer tom.wilkinson@manchester.gov .uk

Enterprise Resource Planning software to support finance, HR, procurement and related functions.				
TC435 - Provision of a Multifunctional Device and Print Management Service (2023/03/20A)	City Treasurer (Deputy Chief Executive)	23 May 2023	Contract Report	Keith Hayes, ICT Project Manager keith.hayes@manchester.gov.u k
To contract with a supply for the provision of multifunction print devices and print management services				
TC645 Research Evaluation and Data Sciences Framework (2023/05/10A)	Assistant Chief Executive	Not before 10th Jun 2023	Report and recommendation	Dawn Billups, Performance and Insight Manager dawn.billups@manchester.gov. uk
Approval to appoint a number of organisations to the Framework Agreement for Research & Intelligence Specialist Advice.				
Irish World Heritage Centre - Loan re-financing and restructuring (2023/05/15A)	Executive	13 Sep 2023	Part B report to the Executive	Sarah Narici, Head of Programme Office sarah.narici@manchester.gov.u k
To agree to the				

restructuring and refinancing of existing loan finance arrangements to ensure that there is an affordable and sustainable agreement in place between the Council and the Irish Diaspora Foundation Limited. Development and Growth				
Strategic land and buildings acquisition 2019/06/03C The approval of capital expenditure for the purpose of the strategic acquisition of land and buildings to support the Eastlands Regeneration Framework	City Treasurer (Deputy Chief Executive)	Not before 1st Dec 2022	Checkpoint 4 Business Case & Briefing Note	Richard Cohen, Strategic Lead - Development (South and East) richard.cohen@manchester.gov .uk
Disposal of site of former Chorlton Leisure Centre for residential development (21/05/13A) Approval to the terms for the leasehold disposal of the site of the former Chorlton Leisure Centre for residential development.	Strategic Director - (Growth and Development)	Not before 13th Jun 2021	Report to the Strategic Director of Growth and Development	Mike Robertson, Principal Development Surveyor mike.robertson@manchester.go v.uk

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

Gala Bingo, Rowlandsway, Manchester, M22 5RS (2022/05/19A) Approval to the terms for the leasehold disposal of the former Gala Bingo, Rowlandsway, Manchester, M22 5RS.	Director - (Growth and Development)	19th Jun 2022	Strategic Director of Growth and Development	Surveyor joe.martin@manchester.gov.uk
This City - new scheme development (2022/06/17B) 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.	City Treasurer (Deputy Chief Executive)	Not before 17th Jul 2022	Report and recommendation	Alan Caddick, Interim Director of Housing and Residential Growth Alan.Caddick@manchester.gov. uk
Housing Affordability Fund Budget (2022/06/28B) The approval of capital expenditure for affordable housing via a dedicated HAF budget.	City Treasurer (Deputy Chief Executive)	Not before 28th Jul 2022	Checkpoint 4 Business Case	Yvette Ryle, Project Manager Yvette.ryle@manchester.gov.uk
Lower Campfield and	Chief Executive	Not before	Report to the Chief	David Norbury, Strategic Lead

Upper Campfield - granting of new ground leases (2022/09/07A) Approval to the granting of new ground leases to allow the repair and refurbishment of both buildings by the lessee.		6th Oct 2022	Executive and Strategic Director of Growth and Development	Development City Centre david.norbury@manchester.gov .uk
This City: Contractor and Design Team Fees (2022/08/10A) 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.	City Treasurer (Deputy Chief Executive)	Not before 10th Sep 2022	Checkpoint 4 Business Case	Sarah Narici, Head of Programme Office sarah.narici@manchester.gov.u k
Land at Kelbrook Road (2022/11/14A) Approval to dispose of land	Strategic Director - (Growth and Development)	4 Jan 2023	Report to the Strategic Director – Growth & Development	Thomas Pyatt, Senior Development Surveyor Tel: 0161 234 5469 thomas.pyatt@manchester.gov.

at Kelbrook Road for development				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, Principal Policy Officer robert.scott@manchester.gov.u k
Leasehold disposal of Unit 5, Nuovo A, Great Ancoats Street (2022/12/13B) To approve a 15 year lease of Unit 5, Nuovo A	Strategic Director - (Growth and Development)	Not before 11th Jan 2023	Briefing Note	Richard Cohen, Strategic Lead - Development (South and East) richard.cohen@manchester.gov .uk
Local Authority Housing Fund to obtain and refurbish property for sustainable housing (2022/01/18A)	Executive	Not before 18th Feb 2023	Capital Strategy report	Martin Oldfield, Head of Strategic Housing martin.oldfield@manchester.gov .uk
To approve capital expenditure to obtain and refurbish property in order to provide sustainable housing for those unable to secure their own accommodation under the Afghan Citizen Resettlement Scheme				

(ACRS), Afghan Relocations and Assistance Policy (ARAP) (collectively referred to as the Afghan Schemes), Ukraine Family Scheme, the Homes for Ukraine and the Ukraine Extension Scheme (collectively referred to as Ukraine schemes).				
Lease Renewal to National Express at Chorlton Street Bus Station (2023/01/31A) Approval to renew the lease to National Express for a period of up to 10 years.	Director of Development	28 Feb 2023	Delegated Decision Report to Head of Development and Director of Development	Ken Richards, Principal Development Surveyor ken.richards@manchester.gov. uk
Disposal of land and buildings at Vaughan St, Manchester M12 5FQ (Space Studios) (2023/02/23A) To agree the disposal of land and buildings at Vaughan St, Manchester M12 5FQ (Space Studios) on a 250-year leasehold, subject to delegations to finalise the terms,	Executive	22 Mar 2023	Part A and Part B report to the Council's Executive on 22nd March 2023	Ken Richards, Principal Development Surveyor ken.richards@manchester.gov. uk

commercial and legal agreements					
Disposal of land at the back of Ancoats, Manchester (2023/03/23A) To approve the disposal of land bounded by Naval Street, Radium Street, Poland Street and Jersey Street	Strategic Director - (Growth and Development)	23 Apr 2023	Briefing Not	Bhavesh Chauhan Development Surv bhavesh.chauhan .gov.uk	eyor
Zero Carbon Programme - Hammerstone Road Depot (2023/04/11A) To approve capital expenditure for the installation of a photovoltaic electricity generation system at the Hammerstone Road Depot. Decarbonising heat and creating energy security in line with the Council's net zero strategy.	City Treasurer (Deputy Chief Executive)	Not before 11th May 2023	Checkpoint Capital appr	•	and Facilities
The disposal of land at Store Street Manchester (2023/04/25A) To approve the disposal of land at Store Street, Manchester.	Strategic Director - (Growth and Development)	Not before 25th May 2023	Briefing Not	vte	

Home Upgrade Grant (HUG) 2 (2023/04/26B) To approve capital grant funding to enable the delivery of energy efficiency and clean heating upgrades to owner occupied and private rented sector off gas grid ow energy performance (EPC D-G) properties occupied by fuel poor households, in line with HUG2 funding requirements.	Executive	31 May 2023	Capital Programme Update Report	Martin Oldfield, Head of Strategic Housing martin.oldfield@manchester.gov .uk
Back of Ancoats Mobility Hub safety updates (2023/05/02A) To approve capital funding to fund essential changes required to the Ancoats Mobility Hub to meet fire safety standards.	Executive	31 May 2023	Capital Programme Update Report	Shelagh McNerney Shelagh.McNerney@manchest er.gov.uk
Neighbourhoods				
Extension of the waste & street cleansing contract (2022/03/30B) To fund the increase in	Executive	1 Jun 2022	Waste Report to Environment & Climate Change Scrutiny Committee (10	Matthew Bennett matthew.bennett@manchester. gov.uk

contract fee from 2023 for the remainder of the contract period - £7.95m.			March 2022)	
Q20516 – Ashton Canal Bridge (2022/11/25B) 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	Strategic Director (Neighbourhood s), Deputy City Treasurer	27 Feb 2023	Confidential Contract Report and Recommendations	Joshua Ward, Procurement Officer joshua.ward@manchester.gov.u k, Nikoo Nikousokhan, Project Manager nikoo.nikousokhan@mancheste r.gov.uk
Q20509 - Victoria Northern Eastern Gateway Phase 2 (2022/11/29A) The works are to undertake improvement works along the Victoria North / Eastern Walking and Cycling Route,	Deputy City Treasurer	Not before 29th Dec 2022	Confidential Contract Report with Recommendations	Joshua Ward, Procurement Officer joshua.ward@manchester.gov.u k
Phase 2 comprises of one location Rochdale Road / Thompson Street / Oldham Road, the scheme identified as Victoria North / Eastern Walking and Cycling 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				
TC207 - Collection, Disposal and Recycling of Street Cleansing and Bulky Waste (2023/03/09A) The appointment of Provider for Collection, Disposal and Recycling of	Strategic Director (Neighbourhood s)	Not before 9th Apr 2023	Report & Recommendation	
Street Cleansing and Bulky Waste.				
TC1149 - Provision and Management of a Winter Light Trail Installation Event at Heaton Park Contract (2023/03/22A)	City Treasurer (Deputy Chief Executive)	22 Apr 2023	Confidential Contract Report with Recommendation	Yvonne O'Malley, Events and Commercial Lead yvonne.o'malley@manchester.g ov.uk
To appoint a supplier for the Provision and Management of a Winter Light Trail Installation Event at Heaton				

Park.				
Dispersed Accommodation Contract (2023/03/31A) To award renewed contracts with dispersed accommodation providers via Regulation 32 of the Public Contracts Regulations.	Strategic Director (Neighbourhood s)	Not before 28th Apr 2023	Report and Recommendations	Mike Worsley, Procurement Manager mike.worsley@manchester.gov. uk
TC045- Arborist Services (2023/04/26A) This Contract will cover all the Council's requirements across the City for the provision of Arboricultural Services. The Council's Arboricultural Section based at Hooper Street Highways Depot will manage the Contract.	Strategic Director (Neighbourhood s)	Not before 26th May 2023	Confidential Contract Report with Recommendations	
Contract for provision of alley gating repair and maintenance to Manchester City Council (2023/05/10B) To appoint a service provider for the provision of	Strategic Director (Neighbourhood s)	Not before 8th Jun 2023	Report and recommendations	Sam Kinsey, Compliance and Enforcement Specialist sam.kinsey@manchester.gov.u k

alley gating repair and maintenance to Manchester City Council.				
City Centre PSPO - extension (2023/05/12A)	Strategic Director (Neighbourhood	Not before 10th Jun 2023	Proposed PSPO, Decision Report, Equality Impact	Sam Stabler, Strategic Lead (Community Safety) samantha.stabler@manchester.
To agree to extend and amend the current PSPO for city centre wards	s)		Assessment	gov.uk

3. Resources and Governance Scrutiny Committee - Work Programme - May 2023

Thursday 25 May 2023, 10:00am (Report deadline Monday 15 May 2023)

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Commercial Activity	To receive a report on the Council's commercial activity, including the impact of the Covid lockdown, cost of living, inflation and other factors on the Council's ability to maintain rental incomes from commercial properties with leaseholders.	Cllr Akbar (Finance and Resources)	Carol Culley	Deferred from Feb 2023 with Chair's agreement.
Work programming	A work programming session will be held on the rise of the committee meeting, 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	

Thursday 22 June 2023, 10:00am (Report deadline Monday 12 June 2023)

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Enterprise Resource Planning (ERP) System	To receive a report on the procurement for the Council's Future Shape programme, which will cover RBDxP procurement and will provide an update on work within the Corporate Core directorate, including	Cllr Akbar (Finance and Resources)	Carol Culley Christine Mullins	

Replacement	ERP procurement.			
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	

Thursday 20 July 2023, 10:00am (Report deadline Monday 10 July 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	Deferred from May 2023 with Chair's agreement.
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	

Thursday 7 September 2023, 10:00am (Report deadline Friday 25 August 2023 to account for Bank Holiday)

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments

Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work	N/A	Scrutiny Support	
	programme and any items for information.			

Thursday 12 October 2023, 10:00am (Report deadline Monday 2 October 2023)

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Budget Process and Revenue Budget Update 2023/24 to 2025/26	To receive a report on the proposed budget process for the update of the Medium-Term Financial Plan and Capital Strategy. This report will also provide a summary of the latest revenue budget position.	Councillor Akbar	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	

Thursday 9 November 2023, 10:00am (Report deadline Monday 30 October 2023)

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Revenue Budget Update	To receive a report on the Council's anticipated budget position for 2024/25 and the budget process.	Councillor Akbar	Carol Culley/Tom Wilkinson	
Corporate Core	To receive a report which sets out the priorities for the	Councillor	Carol	

Budget Proposals 2024/25	services in the remit of this committee and details the initial revenue budget changes proposed by officers.	Craig Councillor Akbar	Culley/Fiona Ledden/James Binks/Paul Hindle	
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	

Thursday 7 December 2023, 10:00am (Report deadline Monday 27 November 2023)

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Housing Revenue Account	To receive a report on the ongoing work being undertaken to finalise the 2024/25 Housing Revenue	Councillor White	Carol Culley/Becca	
2024/25 to 2026/27	Account (HRA) budget. The final proposed budget will be brought back to Members in March as part of the overall Council budget approvals.		Heron/Neil Fairlamb/Paul Hindle	
Update on the Government's Finance Settlement	To receive an update from the Deputy Chief Executive and City Treasurer that outlines the key headlines of the Governments Settlement figure for Manchester (if this has been determined).	Councillor Akbar	Carol Culley Tom Wilkinson	
Setting of the Council Tax base and Business Rates shares for budget setting purposes	To receive a report that details the method of calculating the Council's Council Tax base for tax setting purposes and Business Rates income for budget setting purposes for the 2024/25 financial year.	Councillor Akbar	Carol Culley Tom Wilkinson	

Overview Report	The monthly report includes the recommendations	N/A	Scrutiny	
	monitor, relevant key decisions, the Committee's work		Support	
	programme and any items for information.			

Thursday 11 January 2024, 10:00am (Report deadline Friday 29 December 2023 to account for Bank Holiday)

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Provisional Local Government Finance Settlement 2024/25 and Budget Assumptions	To receive an update on the main announcements from the provisional Local Government Finance Settlement 2024/25, including the impact on the Council's budget for 2024/25 to 2025/26 and the next steps in the 2024/25 budget setting process.	Councillor Akbar	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	

Thursday 8 February 2024, 10:00am (Report deadline Monday 29 January 2024)

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Revenue Budget	To receive a report on the latest forecast revenue	Councillor	Carol	
Update 2024/25	budget position.	Akbar	Culley/Tom	

			Wilkinson	
Corporate Core	To receive a report which sets out the priorities for the	Councillor	Carol	
Budget Proposals	services in the remit of this committee and details the	Craig	Culley/Fiona	
2024/25	initial revenue budget changes proposed by officers.	Councillor	Ledden/James	
		Akbar	Binks/Paul	
Hausing	To washing a warport on the nyaponed Hausing Davenus	Councillor	Hindle	
Housing	To receive a report on the proposed Housing Revenue	Councillor	Carol	
Revenue Account	, , ,	White	Culley/Becca	
(HRA) 2024/25 to	2025/26 and 2026/27 budgets, alongside the outlook		Heron/Neil	
2026/27	for the 30-year HRA business plan in light of the		Fairlamb/Paul	
	budget proposals.		Hindle	
Overview Report	The monthly report includes the recommendations	N/A	Scrutiny	
	monitor, relevant key decisions, the Committee's work		Support	
	programme and any items for information.			

Monday 26 February 2024, 10:00am – BUDGET (Report deadline Wednesday 14 February 2024)

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
The Council's Budget 2024/25	To receive an update on the Council's financial position following scrutiny of the draft budget proposals and Directorate budget plans by all Scrutiny	Councillor Akbar	Carol Culley/Tom Wilkinson	
	Committees.		VVIIICII IOOTT	

Thursday 7 March 2024, 10:00am (Report deadline Monday 26 February 2024)

Item	Purpose	Executive	Strategic	Comments
		Member	Director/Lead	

			Officer	
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
GMCA Governance and Public Sector Reform	To receive an update on what is being delivered for the City through these arrangements	Councillor Craig	TBC	This has been listed since September 2019.
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	This has been listed since January 2020.
Governance and Management of Complaints	TBC	Councillor Akbar	Carol Culley	This has been listed since October 2022.
Annual Section 106 Monitoring	To receive a report on the Governance arrangements relating to Section 106.	Councillor White	Julie Roscoe/Des	To be considered around September

			Jones	2023
Annual Property Report	To receive the Annual Property Report for 2023.	Councillor White	Richard Munns/David Lord	To be considered around September 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 since the last update in October 2022.	Councillor Rahman	Carol Culley Jared Allen Paul Candelent	To be considered around October 2023
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.	Councillor Akbar	Lee Owen	To be considered around March 2024
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 2023.	Councillor Craig Councillor Rahman	Fiona Ledden	To be considered around March 2024

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