

**Manchester City Council
Report for Information**

Report to: Resources and Governance Scrutiny Committee –
12 October 2018

Subject: Overview Report

Report of: Governance and Scrutiny Support Unit

Summary

This report provides the following information:

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

Recommendation

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

Contact Officer:

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

Wards Affected: All

Background documents (available for public inspection):

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

None

1. Monitoring Previous Recommendations

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

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

Date	Item	Recommendation	Action	Contact Officer
4 Jan 2018	RGSC/18/03 The Council's Operational Property Strategy	To request that Ward Members are provided with a briefing of the services to be delivered from the 12 multi-disciplinary Place Based Hubs which their residents will access	A response to this recommendation has been requested and will be reported back once received.	Carolyn Kus/David Regan/Nikki Parker
		To request an item of information on the cost comparisons of modular hubs at Hammerstone Road as opposed to a change of use of the existing building	Information to be provided to Members as soon as possible	Eddie Smith/ Richard Munns
21 June 2018	RGSC/18/28 Health and Social Care Governance and Budget arrangements	To request that the Executive Member for Adults, Health and Wellbeing provide all members of the Council with an information fact sheet as to how Councillors can engage with the scrutiny of the integrated health and social care arrangements by various bodies both locally and at a GM level	Information to be provided to Members as soon as possible	Cllr Craig

		To request Officers provide information to all members of the Council on VCS funding available from MHCC and how this can be accessed	Information to be provided to Members as soon as possible	Ed Dyson
19 July 2018	RGSC/18/35 Delivering the Our Manchester Strategy	Requests that the Executive Member for Finance and Human Resources explore the possibility of the Council becoming an accredited Living Wage employer.	The Executive Member for Finance and Human Resources to report back on this in his next update	Cllr Ollerhead
6 September 2018	RGSC/18/45 Revenue and Benefits Unit - Annual Report 2018/18	To request that Officers provide the Committee with more appropriate information on the banding of new properties being built in and across the city	A response to this recommendation has been requested and will be reported back once received	Julie Price
6 September 2018	RGSC/18/47 Blacklisting	To request that the City Solicitor provides a view on whether there is a contradiction within the Council's self-cleaning regime as identified by the Committee.	A response to this recommendation has been requested and will be reported back once received	Fiona Ledden

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 September 2018**, containing details of the decisions under the Committee's remit is included below. This is to keep members informed of what decisions are being taken and, where appropriate, include in the work programme of the Committee.

Directorate - Corporate Core

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Strategic Land Acquisition Ref: 15/003	The approval of capital expenditure for the purpose of the strategic acquisition of land.	City Treasurer	March 2018 or later	Gateway 5 (procurement document)	Sean McGonigle 0161 234 4821 s.mcgonigle@manchester.gov.uk
Collyhurst Regeneration Ref: 15/005	The approval of capital expenditure for land and buildings in Collyhurst.	City Treasurer	March 2018 or later	Gateway 5 (procurement document)	Sean McGonigle 0161 234 4821 s.mcgonigle@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Depots Programme Ref: 15/007	The approval of capital expenditure on the council's depots.	City Treasurer	March 2018 or later	Gateway 5 (procurement document)	Julie McMurray Tel: 0161 234 6702 j.mcmurray@manchester.gov.uk
Factory Project Ref: 15/012	The approval of capital expenditure in relation to the creation of the Factory.	City Treasurer	March 2018 or later	Gateway 5 (procurement document)	Dave Carty 0161 219 6501 d.carty@manchester.gov.uk
Allocation of Central Contingencies/ Reserves Ref: 15/023	To fund currently unplanned expenditure or expenditure the exact amount of which has yet to be determined.	The Executive	March 2018 or later	Report to the Executive as part of the Global Monitoring Report	Carol Culley 0161 234 3590 carol.culley@manchester.gov.uk
Allocations for General/Earmarked Reserves Ref: 15/024		The Executive	March 2018 or later	Report and recommendation	Carol Culley 0161 234 3590 carol.culley@manchester.gov.uk
Clean and Green Fund Ref: 15/025	Long-term improvements to cleanliness and environment of the city.	City Treasurer	March 2018 or later	Requests from Growth and Neighbourhoods Directorate	Carol Culley 0161 234 3590 carol.culley@manchester.gov.uk
Leisure Services – External Ref: 2016/02/01C	The approval of capital expenditure.	City Treasurer	March 2018 or later	Gateway 5 procurement document	Lee Preston 07852957286 l.preston2@manchester.gov.uk
Capital Investment in schools	The approval of capital expenditure in relation to the creation of school places through	City Treasurer	January 2018 or later	Gateway 5 (procurement document)	Amanda Corcoran 0161 234 4314 a.corcoran@manchester.gov.uk

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

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Provision of licenses for improved SAP provision Ref: 2017/02/02A	To seek approval to award a contract to a single supplier for license provision allowing the Council access to an improved SAP interface.	City Treasurer in consultation with the Chief Executive	March 2018 or later	Confidential contract report with recommendations	Bob Brown 0161 234 5998 bob.brown@manchester.gov.uk Michael Shields 0161 234 1009 m.shields@manchester.gov.uk
Carbon Reduction Programme Ref:2017/06/30C	The Approval of Capital Spend in order to achieve a reduction in carbon emissions.	City Treasurer	March 2018 or later	Gateway 5	Julie McMurray Strategic Development 0161 219 6791 Mobile : 07950 790533 j.mcmurray@manchester.gov.uk
Estates Transformation Ref:2017/06/30D	The approval of capital spend to ensure that the operational estate is fit for purpose.	City Treasurer	March 2018 or later	Gateway 5	Julie McMurray Strategic Development 0161 219 6791 / 07950 790533 j.mcmurray@manchester.gov.uk
Security Services (Contract TC888) Ref:2017/09/04B	To seek approval to appoint a company/s for the provision of Security Services, covering all city requirements within Manchester. The contract will be for a 3 year period with the option to extend for a further 2 years.	City Treasurer in consultation with the Chief Executive	March 2018 or later	Confidential contract report with recommendations	Steve Southern Head of Facilities Management Corporate Estates Team 0161 234 3683 s.southern@manchester.gov.uk Colin Butterworth Senior Procurement Officer 0161 234 3434 c.butterworth@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Lincoln Square/Brazennose St Ref: 2017/12/04A	To approve the signing of a collaboration agreement among landowners, as a precursor to the Council investing £1.2m of a total of £4.08m in a new public square and public realm.	City Treasurer	March 2018	Draft collaboration agreement Draft public realm development plans High level cost schedule	Pat Bartoli Head of City Centre Growth and Regeneration 0161 234 3329 p.bartoli@manchester.gov.uk
Greater Manchester Waste Disposal Authority (GMWDA) - GM Waste Disposal Levy Allocation Methodology and Approval of a Revised Levy Allocation Model 2017/12/13	Approve the revised GMWDA Levy Apportionment Methodology Agreement which is to be applied in full from 2019/20 and with transitional arrangements for 2018/19.	City Solicitor	March 2018	GMWDA Waste Management Levy Allocation Methodology (LAMA) Agreement	Fiona Worrall 0161 234 3926 f.worrall@manchester.gov.uk
Planned Preventative Maintenance (PPM) and reactive repairs Ref:2018/01/31A	To seek approval to award a contract to a single supplier to carry out repairs to Public Buildings within Manchester	City Treasurer	August 2018	Confidential Contract Report with recommendation	Jared Allen Interim Director of Capital Programmes Tel: 0161 234 5683 j.allen4@manchester.gov.uk Stephen Polese Procurement Officer 0161 234 3265 s.polese@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Extra Care Ref: 2018/02/1A	The approval of capital expenditure that will provide 72 new units as part of the City's Extra Care Programme	City Treasurer	March 2018 or later	Business Case	Steve Sheen 234 4115 s.sheen@manchester5.gov.uk
City Cycle Ambition Grant (CCAG1) Withington Village Ref: 2018/02/28B	The approval of capital expenditure to resurface the carriageway through Withington District Centre	City Treasurer	February 2018 or later	Business Case & Gateway 5	Kim Dorrington k.dorrington@manchester.gov.uk
Empty Homes Clusters Phase 2 Ref: 2018/02/28D	The approval of capital expenditure for the purchase and refurbishment of long term empty properties in North and East Manchester	City Treasurer	March 2018 or later	Business Case and Gateway 5 (procurement document)	Ian Runacres 0161 234 4953 i.runacres@manchester.gov.uk
Factory/St. John's Ref: 2017/12/12	Approval of the approach to delivery of Factory/St John's including all commercial and property transactions, contractual, delivery and operational arrangements together with capital funding arrangements and all ancillary agreements	Chief Executive	March 2018	Will include legal agreements relating to the delivery of both Factory and St. John's developments including property transactions, delivery and operational arrangements, the Management and Works contracts	Dave Carty

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
				and all associated ancillary agreements	
Manchester Health and Care Commissioning Pooled Budget Arrangements Ref: 2018/03/15/A	To finalise and agree the Section 75 agreement between the Council and the Manchester Clinical Commissioning Group to enter into a pooled budget arrangement.	City Treasurer, Interim City Solicitor in consultation with Executive Member for Finance and Human Resources	30/04/18	Report to Executive 21/03/18 The Section 75 Agreement	Carol Culley City Treasurer 0161 234 3406 c.culley@manchester.gov.uk Jacqui Dennis Interim City Solicitor 0161 234 3087 j.dennis@manchester.gov.uk
Valuation and Property Services Ref: 2018/03/15/B	Appointment of providers to deliver valuation and property services under framework agreement.	City Treasurer	June 2018	Contract Report and Recommendations	Louise Causley, Procurement Officer, Tel 0161 234 4290 louise.causley@manchester.gov.uk Mike Robertson, Senior Development Surveyor (South) Tel 0161 234 1260 m.robertson@manchester.gov.uk
Manchester Airport – MCC Freehold Leases rent Review 2016 Ref: 2018/03/21A	To approve the new rent to be received following the conclusion of the 2016 rent review	Eddie Smith	April 2018	Briefing Note	Name: Mike Robertson Position: Senior Development Surveyor Tel no: 31260 Email address: m.robertson@manchester.gov.uk
Medieval Quarter Masterplan Ref: 2018/04/03/A	The approval of capital spend to deliver quality public realm within the medieval quarter.	City Treasurer	April 2018 or later	Gateway 5 & Business Case	Pat Bartoli 0161 234 3329 p.bartoli@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
National Productivity Investment Fund – Mancunian Way Junctions with Princess Parkway Improvements Ref: 2018/04/03/B	The approval of capital spend to improve and increase capacity throughout by signalling two key junctions of the Mancunian Way; Princess Road/Medlock Street and Cambridge Street/Higher Cambridge Street	City Treasurer	April 2018 or later	Gateway 5 & Business Case	Kim Dorrington 0161 234 4828 k.dorrington@manchester.gov.uk
Provision of Telephony / Unified Communications Ref: 2018/04/03/F	To seek approval to award a contract to a single supplier for the provision of Telephony / Unified Communications across the Council	City Treasurer / SMT	October 2018	Confidential Contract Report with Recommendations	Bob Brown Chief Information Officer Tel: 0161 234 5998 Bob.brown@manchester.gov.uk Michael Shields Procurement Manager Tel: 0161 234 1009 m.shields@manchester.gov.uk
TC970 - Supply of Electricity (Street Lighting, brokered sites, over 100KW sites & sub 100KW site contracts). 2018/05/25A	Multi-supplier framework for the supply of Electricity (Street Lighting, Brokered sites, Over 100KW sites & sub 100KW site contracts).	City Treasurer	August 18 onwards	Report and Recommendation	Walter Dooley. Group Manager (Energy) Corporate Procurement w.dooley@manchester.gov.uk 0161 234 3633

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
North West Construction Hub High Value Framework (2018-2022) Reprocurement Ref: 2018/05/1A	Approval to appoint contractors to the North West Construction Hub High Value Framework 2018, for the delivery of construction projects of a value between £8m – over £35m for public sector organisations within the North West of England.	City Treasurer	November 2018	Confidential High Value Report 2018 (will be attached at Key Decision stage once outcome of process is known)	Name: Jared Allen Position: Director of Capital Programmes and Property Tel no: 0161 219 6213 Email address:j.allen@manchester.gov.uk Name: John Finlay Position: Capital Programme Procurement Manager Email: j.finlay@manchester.gov.uk 0161 219 6213
ICT Capital Investment Ref: 2018/05/1C	The approval of capital spend for the purpose of ICT Capital Investment	City Treasurer	May 2018 or later	Gateway 5 & Business Case	Bob Brown 234 5998 Bob.brown@manchester.gov.uk
Civic Quarter Heat Network Contract 2018/06/22A	To award and enter into the necessary arrangements to deliver the Civic Quarter Heat Network (CQHN) including all corporate, commercial, contractual, delivery and operational arrangements together with all necessary property arrangements and all ancillary agreements.	City Treasurer and Strategic Director (Development) and the City Solicitor	July 2018	Legal documentation and arrangements to effect the delivery of the CQHN together with Executive reports – Item 8, 21 st March 2018 and Item 4 - 10 th January 2048, business case, business plan, and Contract Report setting out the	Name: Paul Hindle Position: Head of Finance Tel no: 0161 234 3025 Email address:p.hindle@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
	Approval of the business plan, business case and any funding arrangements			terms of the arrangements.	
Data Centre Network Provision and Implementation 2018/08/01C	To seek approval to award a contract for the data centre network provision including implementation	City Treasurer/Chief Information Officer	October 2018	Confidential Contract Report with recommendation.	Bob Brown Chief Information Officer Tel: 0161 234 5998 bob.brown@manchester.gov.uk Chris Johnson Senior Procurement Officer Tel: 0161 234 3085 c.johnson1@manchester.gov.uk
The provision of a collaboration Platform (Google G-Suite) TC885 2018/08/08A	To seek approval to award a contract to a single supplier for the provision of a collaboration Platform (Google G-Suite) across the Council	City Treasurer / SMT	October 2018	Confidential Contract Report with Recommendations	Bob Brown Chief Information Officer Tel: 0161 234 5998 Bob.brown@manchester.gov.uk Chris Johnson Senior Procurement Officer Tel: 0161 234 3085 c.johnson1@manchester.gov.uk

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

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

Thursday 11 October 2018, 2.00pm (Report deadline Tuesday 2 October 2018)				
Item	Purpose	Lead Executive Member	Strategic Director/ Lead Officer	Comments
Review of Children's Services Budget	To receive a report outlining the reasons for overspend in the Children's Services budget. To include an analysis of overall spend and placement numbers over that period, the success in delivering the workforce planned and reliance on use of agency staff and to include details on direct spend in relation to domestic violence	Cllr Bridges (Exec Member Children and Young People)	Paul Marshall Carol Culley	Invite Exec Member Children and Young People; Chair of CYP Scrutiny Strategic Director of Children's Services
Budget and Global Monitoring and the Council's proposed recovery plan	<p>To consider the Executive report (which will include the full Manchester Health Care Commissioning position), the agreed format of the Recovery Plan, the savings tracker for approved savings (which will address any high risk areas).</p> <p>The report will also provide an evaluation of how successful Invest to Save initiatives including those in Children's Services and the leisure estate have been to date.</p>	Councillor Ollerhead (Executive Member for Finance and HR)	Carol Culley Janice Gotts	
Delivering Equalities through the Council's spending decisions,	To receive a report on how the Council is delivering equalities for all residents through its spending decisions, decision	Councillor Ollerhead (Executive	Kate Waterhouse Carol Culley	

decision making and monitoring processes	making and monitoring processes. To include details of how the Council impact assesses budget changes and savings/cuts proposals and how it assesses the impact of their delivery	Member for Finance and HR)		
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.		Mike Williamson	.

**Thursday 8 November 2018, 2.00pm
(Report deadline Tuesday 30 October 2018)**

Item	Purpose	Lead Executive Member	Strategic Director/ Lead Officer	Comments
Property theme meeting	To include:- <ul style="list-style-type: none"> • Annual Property Report • Governance of S106 (and CIL viability assessments) • Delivery of the Capital Programme • Central Retail Park update • The impact on the revenue budget in relation to empty Council owned rental properties and the delays to renovations of Council owned buildings 	Councillor Ollerhead (Executive Member for Finance and HR)	Eddie Smith Julie McMurray Julie Roscoe	
Civic Quarter Heat Network	To receive a progress report on the implementation of a Civic Quarter Heat Network for the City	Councillor Ollerhead (Executive	Eddie Smith Carol Culley	

		Member for Finance and HR)		
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.		Mike Williamson	.

**Thursday 6 December 2018, 2.00pm
(Report deadline Tuesday 27 November 2018)**

Item	Purpose	Lead Executive Member	Strategic Director/ Lead Officer	Comments
Budget Setting themed meeting	To include:- <ul style="list-style-type: none"> Autumn Statement Directorate budget reports/business plans 	Councillor Ollerhead (Executive Member for Finance and HR)	Carol Culley Janice Gotts	
Our Manchester – financial Impact on decision making and Business Plan	To receive a report on the evaluation of Our Manchester and how this is helping to deliver the required Council savings targets and the effect that it will have on the Council's future budget process	Councillor Ollerhead (Executive Member for Finance and HR)	Sara Todd Carol Culley	
Overview report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for info.		Mike Williamson	.

**Thursday 10 January 2019, 2.00pm
(Report deadline Monday 31 December 2018)**

Item	Purpose	Lead Executive Member	Strategic Director/ Lead Officer	Comments
Financial Settlement	To receive a report on the financial settlement for the Council for the 2019/20 financial year	Councillor Ollerhead (Executive Member for Finance and HR)	Carol Culley Janice Gotts	
Management of staff performance and misconduct	To receive a report on how the Council manages staff performance and underperformance, and the steps that are taken to address misconduct by staff.	Councillor Ollerhead (Executive Member for Finance and HR)	Lynne Ridsdale	
Modern Slavery and Living Wage	To receive a report on the Council's position in regards to Modern Slavery and an update on progress that has been made towards consideration of becoming an accredited Living Wage employer	Councillor Ollerhead (Executive Member for Finance and HR)	Ian Brown Carol Culley	
Overview report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.		Mike Williamson	.

Thursday 7 February 2019, 2.00pm (Report deadline Tuesday 29 January 2019)				
Item	Purpose	Lead Executive Member	Strategic Director/ Lead Officer	Comments
Refreshed budget and business plans	<p>The Committee will consider the refreshed budget and business plans that were requested by the Committee at their December 2018 meeting.</p> <p>To include business plans for all other Directorates as an appendix</p>	Councillor Ollerhead (Executive Member for Finance and HR)	Carol Culley	
Overview report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.		Mike Williamson	.

Monday 25 February 2019, 10.00am – BUDGET MEETING (Report deadline Thursday 14 February 2019)				
Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Budget Reports	<p>To receive an update on the Councils Budget options prior to submission to the Executive and Full Council</p> <p>.</p>	Councillor Ollerhead (Executive Member for Finance and HR)	Carol Culley	
Overview Report	The monthly report includes the recommendations monitor, relevant		Mike Williamson	.

	key decisions, the Committee's work programme and any items for information.			
--	--	--	--	--

Items To be Scheduled (Items highlighted in grey indicate that these have been included in the work plan of one of the above meetings)				
Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Global Revenue Budget Monitoring	To receive an update on the forecasted financial position for 2017/18 through to 2018/19	Executive Member for Finance and Human Resources	Carol Culley Janice Gotts	