

**Manchester City Council  
Report for Information**

**Report to:** Resources and Governance Scrutiny Committee – 24 May 2022  
**Subject:** Overview Report  
**Report of:** Governance and Scrutiny Support Unit

---

**Summary**

This report provides the following information:

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

**Recommendation**

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

---

**Wards Affected:** All

---

**Contact Officer:**

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

---

**Background documents (available for public inspection):**

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

None

## 1. Monitoring Previous Recommendations

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

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

Date	Item	Recommendation	Action	Contact Officer
8 February 2022	RGSS/22/11	Recommends that a briefing note be circulated to members of the Committee that describes the discussions and agreements reached regarding staff health and safety considerations and mobile working.	A response to this recommendation has been requested and will be circulated to Members.	Chris Wanley

## 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 **16 May 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.

Corporate Core					
<b>National Taekwondo Centre 2018/10/19A</b>  Enter into a 39-year lease with Sport Taekwondo UK Ltd for areas within the building.	Chief Executive	Not before 1st Nov 2018		Briefing Note and Heads of Terms	Richard Cohen r.cohen@manchester.gov.uk

<p><b>Strategic land and buildings acquisition 2019/06/03B</b></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 3rd Jul 2019</p>		<p>Checkpoint 4 Business Case &amp; Briefing Note</p>	<p>Richard Cohen r.cohen@manchester.gov.uk</p>
<p><b>Strategic land and buildings acquisition 2019/06/03C</b></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 Mar 2020</p>		<p>Checkpoint 4 Business Case &amp; Briefing Note</p>	<p>Richard Cohen r.cohen@manchester.gov.uk</p>
<p><b>Establishment of a multi-supplier framework for the supply of gas TC473 (2020/01/28A)</b></p> <p>To approve a tender to establish a Multi-supplier framework for the supply of Gas. The framework agreement will also be made available on the same</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 1st Oct 2021</p>		<p>Report and Recommendation</p>	<p>Walter Dooley w.dooley@manchester.gov.uk</p>

basis to other AGMA local authorities and any North West based public sector funded organisation.					
<p><b>Manchester City Centre Triangle (2021/01/14A)</b></p> <p>The approval of capital expenditure for the construction of a scheme to connect travel hubs in the city centre</p>	City Treasurer (Deputy Chief Executive)	Not before 1st Mar 2021		Checkpoint 4 Business Case	Steve Robinson, Director of Operations (Highways) steve.robinson@manchester.gov.uk
<p><b>Provision of Postal Services TC514 (2021/03/10A)</b></p> <p>To seek approval to appoint a supplier/s to provide Postal Services to Manchester City Council.</p>	City Treasurer (Deputy Chief Executive)	Not before 8th Apr 2021		Confidential Contract Report with Recommendation.	Anna Caswell-Thorp anna.caswell-thorp@manchester.gov.uk
<p><b>(TC145) Framework for the Provision of Financial Services (2021/05/11A)</b></p> <p>The appointment of provider(s) to deliver Financial Services Advice and Support.</p>	City Treasurer (Deputy Chief Executive)	Not before 11th Jun 2021			Louise Causley louise.causley@manchester.gov.uk
<p><b>Early Years - Tendered Daycare Settings</b></p>	City Treasurer (Deputy Chief Executive)	Not before 16th Aug		Checkpoint 4 Business Case	Amanda Corcoran, Director of Education

<p><b>(2021/07/16B)</b></p> <p>The approval of capital expenditure to support the continued provision of high-quality Early Years settings across the City.</p>	Executive)	2021			a.corcoran@manchester.gov.uk
<p><b>Security Services Contract (2021/10/15B)</b></p> <p>To award a five-year contract for Security Services. Security Services include access control, visitor management and CCTV.</p>	City Treasurer (Deputy Chief Executive)	Not before 15th Nov 2021		Checkpoint 4 Business Case	Andrew Blore a.blore@manchester.gov.uk
<p><b>Security Services Upgrade Project - Capital Expenditure (2021/11/10A)</b></p> <p>To approve capital expenditure to procure and implement the Security Services Upgrade Project.</p>	City Treasurer (Deputy Chief Executive)	Not before 9th Dec 2021		Checkpoint 4 Business Case	Andrew Blore a.blore@manchester.gov.uk
<p><b>Contract for the Provision of Microsoft Licences and Support (2021/11/26C)</b></p> <p>The appointment of a Company for the provision of Microsoft licences across</p>	City Treasurer (Deputy Chief Executive)	Not before 26th Dec 2021		Report & Recommendation	Mary Lynch, Head of ICT PMO mary.lynch@manchester.gov.uk

the Council estate, including relevant support and maintenance.					
<p><b>Contract for a Technology and Implementation Partner for the Council's Resident and Business Digital Experience Programme (RBDxP) (2021/11/29B)</b></p> <p>The appointment of Technology and Implementation Partner for the Council's Resident and Business Digital Experience Programme (RBDxP)</p>	City Treasurer (Deputy Chief Executive)	Not before 29th Dec 2021		Report & Recommendation	
<p><b>Contract for the Provision of Consultancy Services for Resident and Business Digital Experience Programme (RBDxP) (30/11/2021A)</b></p> <p>The appointment of Consultancy Services for Resident and Business Digital Experience Programme (RBDxP)</p>	City Treasurer (Deputy Chief Executive)	Not before 30th Dec 2021		Report & Recommendation	
<p><b>Flare case management system (2021/12/03A)</b></p>	City Treasurer (Deputy Chief	Not before 3rd Jan 2022		Business Case	

Approval to go out to Tender to replace an existing case management system.	Executive)				
<b>Contract for Provision of ICT and Digital resources to Manchester City Council (2022/01/31A)</b>  The appointment ICT and Digital resources to Manchester City Council.	City Treasurer (Deputy Chief Executive)	Not before 28th Feb 2022		Report & Recommendation	
<b>Transforming of Legal Services (2022/03/02B)</b>  Approval to procure and implement a new legal case management.	City Solicitor	Not before 2nd Apr 2022		Report and recommendation	
<b>Framework Provision for Travel Services (2022/02/14A)</b>  The appointment of a provider to deliver Travel Services for MCC employees and Members.	City Treasurer (Deputy Chief Executive)	Not before 14th May 2022		Report & Recommendation	
<b>Northwards IT migration (2022/05/03A)</b>	City Treasurer (Deputy Chief Executive)	Not before 1st Jun 2022		Business Case	Andrew Blore a.blore@manchester.gov.uk

To award funding to enable the IT transfer from Northwards IT to Manchester City Council IT.					
<b>Delivery of the Extended Household Support Fund (2022/05/03B)</b>  To agree the Council's approach for the allocation of the £6,453,163.20 Extended Household Support Fund government grant funding.	Leader	19 May 2022		Report to Executive Leader	Lee Owen lee.owen@manchester.gov.uk
<b>Public Sector Decarbonisation Scheme - Round 3 (2022/05/06A)</b>  To invest a mix of Council funding and grant funding in energy conservation and carbon reduction measures for the Council's estate, in line with the Public Sector Decarbonisation Scheme grant funding agreement.	City Treasurer (Deputy Chief Executive)	Not before 6th Jun 2022		Check Point 4 Business Case	Richard Munns r.munns@manchester.gov.uk
<b>Adoption of Work and Skills Strategy (2022/05/09A)</b>  To adopt a new Work and	Executive	Not before 7th Jun 2022		Final Work and Skills Strategy draft plus accompanying report and	Peter Norris p.norris@manchester.gov.uk

Skills Strategy for Manchester.				annexes.	
<b>HR and Finance System Replacement Project (2022/05/13A)</b>  Approval of capital expenditure to create the initial programme structure required to undertake pre-development work to prepare the organisation for the significant business change.	City Treasurer (Deputy Chief Executive)	Not before 13th Jun 2022		Checkpoint 4 Business Case	
<b>Highways</b>					
<b>Levenshulme and Burnage Active Neighbourhood (2021/12/16A)</b>  Approval of capital expenditure to undertake construction works for Levenshulme and Burnage Active Neighbourhood	City Treasurer (Deputy Chief Executive)	Not before 16th Jan 2022		Checkpoint 4 Business Case	Steve Robinson, Director of Operations (Highways) steve.robinson@manchester.gov.uk
<b>Highways Planned Maintenance Programme 2022 - 2023 (22/02/23A)</b>	City Treasurer (Deputy Chief Executive)	Not before 23rd Mar 2022		Checkpoint 4 and Schedule of Works	Steve Robinson, Director of Operations (Highways) steve.robinson@manchester.gov.uk

To approve capital expenditure to deliver the 2022-23 Carriageway Surfacing, Footway and Carriageway Preventative Programmes.					
<b>Children and Families</b>					
<b>Extra Care - Russell Road LGBT Project 2019/03/01H</b>  The approval of capital expenditure on the City's Extra Care Programme to develop new build extra care units which will be in the ownership of MCC.	City Treasurer (Deputy Chief Executive)	Not before 1st Mar 2019		Checkpoint 4 Business Case	Steve Sheen s.sheen@manchester.gov.uk
<b>Extra Care - Millwright Street Project 2018/03/01I</b>  The approval of capital expenditure on the City's Extra Care Programme to develop new build extra care units which will be in the ownership of MCC.	City Treasurer (Deputy Chief Executive)	Not before 1st Mar 2019		Checkpoint 4 Business Case	Steve Sheen s.sheen@manchester.gov.uk
<b>Education and Skills</b>					
<b>Q20347 Consultant for</b>	City Treasurer	Not before		Report and	John Nickson

<b>EYES data Migration. 2019/04/25A</b>  Contract is to support Manchester City Council with the migration of their Education Management System away from Capita One towards the Liquidlogic EYES solution.	(Deputy Chief Executive)	1st Jun 2019		Recommendation	j.nickson@manchester.gov.uk
---	--------------------------	--------------	--	----------------	-----------------------------

### 3. Resources and Governance Scrutiny Committee - Work Programme – May 2022

Tuesday, 24 May 2022, 2.00pm (Report deadline Friday 13 May 2022)

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 programme and any items for information.	N/A	Governance and Scrutiny Support Unit	
Annual Work Programming Session	<p>The meeting will close for the annual work programming session where members determine the work programme for the forthcoming year. To follow:-</p> <ul style="list-style-type: none"><li>• Presentations from the Deputy Chief Exec &amp; City Treasurer and City Solicitor on upcoming issues and challenges within the Committee's remit; and</li><li>• A presentation from the Exec Member on his/her priorities for the next Municipal Year</li></ul>	TBC	Carol Culley Fiona Ledden Alexander Howell Sam McArdle	This part of the meeting will be closed to the public.

**Tuesday, 21 June 2022, 2.00pm (Report deadline Friday 10 June 2022)**

<b>Item</b>	<b>Purpose</b>	<b>Executive Member</b>	<b>Strategic Director/Lead Officer</b>	<b>Comments</b>
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, 19 July 2022, 2.00pm (Report deadline Friday 8 July 2022)**

<b>Item</b>	<b>Purpose</b>	<b>Executive Member</b>	<b>Strategic Director/Lead Officer</b>	<b>Comments</b>
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)**

<b>Item</b>	<b>Purpose</b>	<b>Executive Member</b>	<b>Strategic Director / Lead Officer</b>	<b>Comments</b>
Commercial activity	Precise Details to be confirmed	Councillor Craig	Carol Culley	<b>This has been listed since June 2021</b>
Contract Monitoring	Precise Details to be confirmed	Councillor Craig	Carol Culley	<b>This has been listed since June 2021</b>
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 Craig	TBC	<b>This has been listed since June 2021</b>
GMCA Governance and Public Sector Reform	To receive an update on what is being delivered for the City through these arrangements	Councillor Craig	TBC	<b>This has been listed since June 2021</b>
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	