

**Manchester City Council  
Report for Information**

**Report to:** Resources and Governance Scrutiny Committee – 19 July 2022

**Subject:** Overview Report

**Report of:** Governance and Scrutiny Support Unit

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**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.

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**Wards Affected:** All

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**Contact Officer:**

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Position: Governance and Scrutiny Support Manager  
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**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.  A follow up email was sent on 23 June 2002 for a response	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 **11 July 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>Manchester City Centre Triangle (2021/01/14A)</b>  The approval of capital expenditure for the construction of a scheme to connect travel hubs in the city centre	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>Early Years - Tendered Daycare Settings (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>	City Treasurer (Deputy Chief Executive)	Not before 16th Aug 2021		Checkpoint 4 Business Case	Amanda Corcoran, Director of Education a.corcoran@manchester.gov.uk
<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	Joanna Thorne joanna.thorne@manchester.gov.uk
<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</p>	City Treasurer (Deputy Chief Executive)	Not before 30th Dec 2021		Report & Recommendation	Joanna Thorne joanna.thorne@manchester.gov.uk

Consultancy Services for Resident and Business Digital Experience Programme (RBDxP)					
<b>Flare case management system (2021/12/03A)</b>  Approval to go out to Tender to replace an existing case management system.	City Treasurer (Deputy Chief Executive)	Not before 3rd Jan 2022		Business Case	Mark Power mark.power@manchester.gov.uk
<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	Joanna Thorne joanna.thorne@manchester.gov.uk
<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>Write off of EoN Reality loan (2022/03/01B)</b>  Under the delegation agreed at February 2022's Executive, write off of existing £1.1m loan to EoN Reality Ltd and outstanding interest, following confirmation that the company has been liquidated.	City Treasurer (Deputy Chief Executive)	Not before 1st Apr 2022		Companies House – liquidation progress report	Tim Seagrave T.Seagrave@manchester.gov.uk
<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	Karen Mcilwaine, Deputy City Solicitor karen.mcilwaine@manchester.gov.uk
<b>Framework for the Provision of a Debit/Credit Card Service (2022/04/26A)</b>  The appointment of provider for Debit/Credit Card Service.	City Treasurer (Deputy Chief Executive)	Not before 26th May 2022		Report & Recommendation	Vanda Mckeen vanda.mckeen@manchester.gov.uk
<b>Northwards IT migration (2022/05/03A)</b>  To award funding to enable the IT transfer from	City Treasurer (Deputy Chief Executive)	Not before 1st Jun 2022		Business Case	Andrew Blore a.blore@manchester.gov.uk

Northwards IT to Manchester City Council IT.					
<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>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	Tom Wilkinson, Deputy City Treasurer tom.wilkinson@manchester.gov.uk
<b>GM Clean Air Plan review (2022/05/31A)</b>  Note an update on the Greater Manchester Clean	Executive	Not before 22nd Jul 2022		Report on the GM Clean Air Plan review	Michael Marriott, Head of Local Planning & Infrastructure Michael.Marriott@manchester.gov.uk

Air Plan review prior to submission of a response to Government on the review.					
<b>Framework Agreement for Senior Permanent and Interim Executive Search (2022/06/09A)</b>  The appointment of Agencies to deliver Permanent and Interim Senior Recruitment Services.	City Treasurer (Deputy Chief Executive)	Not before 9th Jul 2022		Report & Recommendation	Mike Worsley mike.worsley@manchester.gov.uk
<b>Contract for the provision of a Contract Management System (2022/06/15B)</b>  To contract with a software supplier to provide MCC with a new Contract Management System.	City Treasurer (Deputy Chief Executive)	Not before 15th Jul 2022		Report and recommendation	
<b>The Provision, Erecting, Maintaining &amp; Storage of Christmas Wooden Houses (2022/06/15C)</b>  To seek approval to appoint a company/s to a framework for the provision, delivery, maintenance and	City Treasurer (Deputy Chief Executive)	Not before 15th Jul 2022		Contract report	



storage of Wooden Houses for the Manchester Christmas Markets. The framework will be for a 4 year period, commencing September 2022.					
<b>Contract for the Provision of Engineering Inspection and Insurance (2022/06/16A)</b>  The appointment of Provider for Engineering Inspection and Insurance.	City Treasurer (Deputy Chief Executive)	Not before 16th Jul 2022		Report and recommendation	
<b>Elizabeth Tower GP Surgery grant (2022/06/20A)</b>  To provide a £2.6m capital grant to the GP surgery at Elizabeth Tower, Great Jackson street to fund the fit out of the shell to allow the opening and operating of the new GP surgery facility.	City Treasurer (Deputy Chief Executive)	Not before 20th Jul 2022		Checkpoint 4 Business Case	Tom Wilkinson, Deputy City Treasurer tom.wilkinson@manchester.gov.uk
<b>Disabled Facilities Grant (DFG) budget for 2022/23 (2022/06/22A)</b>  The approval of capital expenditure funded by DFG	City Treasurer (Deputy Chief Executive)	Not before 22nd Jul 2022		Checkpoint 4 Business Case	

Grant allocation for home adaptations for people with disabilities					
<b>TC985 Learning &amp; Development Training Framework (2022/07/04A)</b>  To establish a Dynamic Purchasing System of organisations to provide Learning & Development Training	City Treasurer (Deputy Chief Executive)	Not before 4th Aug 2022		Report & Recommendation	Kate Andrews kate.andrews@manchester.gov.uk
<b>Resident and Business Digital Customer Experience additional budget (2022/07/04B)</b>  To approve a further £592k of Budget	City Treasurer (Deputy Chief Executive)	Not before 4th Aug 2022		RBDxP Business Case	
<b>Legal Services Case Management Replacement (2022/07/06A)</b>  To approve a Budget of £695k	City Treasurer (Deputy Chief Executive)	Not before 6th Aug 2022		Legal Case Management	Peter Walker peter.walker@manchester.gov.uk
<b>Development and Growth</b>					
<b>Strategic land and buildings acquisition</b>	City Treasurer (Deputy Chief	Not before 3rd Jul 2019		Checkpoint 4 Business Case &	Richard Cohen r.cohen@manchester.gov.uk

<b>2019/06/03B</b>  The approval of capital expenditure for the purpose of the strategic acquisition of land and buildings to support the Eastlands Regeneration Framework.	Executive)			Briefing Note	
<b>Strategic land and buildings acquisition 2019/06/03C</b>  The approval of capital expenditure for the purpose of the strategic acquisition of land and buildings to support the Eastlands Regeneration Framework	City Treasurer (Deputy Chief Executive)	Not before 1st Mar 2020		Checkpoint 4 Business Case & Briefing Note	Richard Cohen r.cohen@manchester.gov.uk
<b>Delivering Manchester's Affordable Homes to 2025 - Disposal of sites (2019/09/05B)</b>  To agree the disposal of sites in Council ownership for the provision of affordable homes	City Treasurer (Deputy Chief Executive)	Not before 4th Oct 2019	In consultation with Strategic Director (Growth and Development) and Executive Members for Housing and Regeneration and Finance and HR	Report and Recommendations	Steve Sheen s.sheen@manchester.gov.uk
<b>Northwards Housing</b>	City Treasurer	Not before		Checkpoint 4	Martin Oldfield

<b>Programme 2022/23 - Internal Work to Properties (2022/04/19A)</b>  The approval of capital expenditure for the Northwards Housing 2022/23 Capital Programme Internal Work to deliver essential health and safety work, security improvements and environmental improvements.	(Deputy Chief Executive)	19th May 2022		Business Case	m.oldfield@manchester.gov.uk
<b>Northwards Housing Programme 2022/23 - External Work to Properties (2022/04/19B)</b>  The approval of capital expenditure for the Northwards Housing 2022/23 Capital Programme – External Work to deliver essential health and safety work, security improvements and environmental improvements.	City Treasurer (Deputy Chief Executive)	Not before 19th May 2022		Checkpoint 4 Business Case	Martin Oldfield m.oldfield@manchester.gov.uk
<b>Northwards Housing Programme 2022/23 -</b>	City Treasurer (Deputy Chief	Not before 19th May		Checkpoint 4 Business Case	Martin Oldfield m.oldfield@manchester.gov.uk

<b>Adaptations (2022/04/19C)</b>  The approval of capital expenditure for the Northwards Housing 2022/23 Capital Programme – Adaptations to deliver essential health and safety work, security improvements and environmental improvements.	Executive)	2022			
<b>Asset Management Programme 2022/23 Budget (2022/04/26C)</b>  To approve capital expenditure for the Council's citywide assets.	City Treasurer (Deputy Chief Executive)	Not before 26th May 2022		Checkpoint 4 business case	Richard Munns r.munns@manchester.gov.uk
<b>Manchester Accommodation Business Improvement District 2023 - 2028 (2022/06/17A)</b>  To formally approve that a ballot be undertaken by Civica Election Services (acting on behalf of Manchester City Council) between 9 August 2022 and	Executive	22 Jul 2022		Proposal and Business Plan For Manchester Accommodation Business Improvement District 2023 – 2028	Liam Crichlow liam.crichlow@manchester.gov.uk

the 5 September 2022 for an Accommodation BID in Manchester City Centre.					
<b>This City - new scheme development (2022/06/17B)</b>  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
<b>Remediation and Refurbishment work to City Art Gallery &amp; Queens Park Conservation Studios (2022/06/28A)</b>  To approve capital expenditure for essential remediation work to City Art gallery and Queens Park Conservation Studios.	City Treasurer (Deputy Chief Executive)	Not before 28th Jul 2022		Checkpoint 4 Business Case	Richard Munns r.munns@manchester.gov.uk

<b>Housing Affordability Fund Budget (2022/06/28B)</b>  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
<b>Neighbourhoods</b>					
<b>Parks Development Programme Team Funding (2022/03/10B)</b>  To approve capital expenditure to continue the Parks Development Programme team.	City Treasurer (Deputy Chief Executive)	Not before 10th Apr 2022		Checkpoint 4	Neil Fairlamb N.Fairlamb@manchester.gov.uk
<b>Extension of the waste &amp; street cleansing contract (2022/03/30B)</b>  To fund the increase in contract fee from 2023 for the remainder of the contract period - £7.95m.	Executive	1 Jun 2022		Waste Report to Environment & Climate Change Scrutiny Committee (10 March 2022)	Matthew Bennett matthew.bennett@manchester.gov.uk
<b>Hough End Project (12/05/2022B)</b>	City Treasurer (Deputy Chief Executive)	Not before 12th Jun 2022		Check Point 4 Business Case	Neil Fairlamb N.Fairlamb@manchester.gov.uk

To approve capital expenditure to deliver 2 NO. 3G Cork Infill Football Turf Pitches, Demolition of existing changing facility, Leisure Centre Extension and Car Parking at Hough End Leisure Centre and Playing Fields site.					
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## Highways

<b>Improvements to Manchester Cycleway that combines the Fallowfield loop line and Yellow Brick Road (previously the Stockport Branch Canal) (2021/09/17B)</b>  The approval of capital expenditure for the construction cost estimate for Manchester Cycleway funded by Mayors Challenge Fund	City Treasurer (Deputy Chief Executive)	Not before 11th Oct 2021		Checkpoint 4 Business Case	Steve Robinson, Director of Operations (Highways) steve.robinson@manchester.gov.uk
<b>Levenshulme and Burnage Active Neighbourhood (2021/12/16A)</b>  Approval of capital	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



expenditure to undertake construction works for Levenshulme and Burnage Active Neighbourhood					
<b>Highways Project Delivery Fund (2022/03/10A)</b>  To approve capital expenditure to develop preliminary designs for funding bids for infrastructure development funding, eg active travel.	City Treasurer (Deputy Chief Executive)	Not before 10th Apr 2022		Checkpoint 4	Steve Robinson, Director of Operations (Highways) steve.robinson@manchester.gov.uk
<b>Public Realm Improvements 2022/23 (2022/06/15A)</b>  To approve the capital expenditure for a number of essential Public Realm improvements.	City Treasurer (Deputy Chief Executive)	Not before 15th Jul 2022		Checkpoint 4 Business Case	Steve Robinson, Director of Operations (Highways) steve.robinson@manchester.gov.uk
<b>City Centre Active Travel Fund scheme (2022/07/08A)</b>  The approval of capital expenditure to develop the detailed design of the city centre active travel project	City Treasurer (Deputy Chief Executive)	Not before 8th Aug 2022		Checkpoint 4 Business Case	Steve Robinson, Director of Operations (Highways) steve.robinson@manchester.gov.uk

## Education and Skills

### **Q20347 Consultant for EYES data Migration. 2019/04/25A**

Contract is to support Manchester City Council with the migration of their Education Management System away from Capita One towards the Liquidlogic EYES solution.

City Treasurer  
(Deputy Chief Executive)

Not before  
1st Jun 2019

Report and  
Recommendation

John Nickson  
j.nickson@manchester.gov.uk

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

Tuesday, 19 July 2022, 2.00pm (Report deadline Friday 8 July 2022)

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
HROD Update	To receive an HROD update report with a focus on the experiences of a Manchester Employee. Specifically to include Our Ways of Working, the performance management framework and approach and an update on how suspensions are handled.	Councillor Akbar	Deb Clarke	
Ethical Procurement	To receive an update report on the council's approach to Ethical Procurement with a focus on workforce considerations including blacklisting. This will also contain updates on changes in Government procurement rules and their potential impact.	Councillor Akbar	Peter Schofield	
Management of Major Contracts	To receive a report that details how major contracts are managed. This will include Insourcing vs Outsourcing decisions and the capacity we would need in place to take a major contract back in house either as a result of a procurement decision or to address market failure.	Councillor Akbar	Fiona Worrall Neil Fairlamb Carol Culley Peter Schofield	
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, 6 September 2022, 2.00pm (Report deadline Wednesday 24 August 2022) \* To account for August Bank Holiday**

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Section 106 Governance	To receive a report on the Governance arrangements relating to Section 106.	Councillor White	Julie Roscoe	
Property Annual Report	To receive the Property Annual Report.	Councillor White	Richard Munns and David Lord	
Ownership of Assets	To receive a report on the ownership of assets which will include how Councillors can determine who owns what within their wards.	Councillor White	Richard Munns and David Lord	
Major Projects Update – Town Hall and The Factory	To receive an update on the progress of two major projects – Town Hall and The Factory.	Councillor Rahman	Jarred Allen, Pat Bartoli and Carol Culley – The Factory  Jared Allen, Carol Culley and Paul Candellent – Town Hall	
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, 11 October 2022, 2.00pm (Report deadline Friday 30 September 2022)**

<b>Item</b>	<b>Purpose</b>	<b>Executive Member</b>	<b>Strategic Director/Lead Officer</b>	<b>Comments</b>
Update on RBDXP, including Digital Inclusion	To receive an update on the Resident and Business Digital Experience Project which includes the replacement of the council's CRM system and improvements to how we digitally interact with residents and businesses. The report will also update on the customer centre model, the work on digital inclusion and how we will support residents who are unable to interact with the council digitally.	Councillor Akbar	Chris Wanley	
ICT Strategy	To receive the draft ICT Strategy for review and comment.	Councillor Akbar	Chris Wanley	
2023/24 Budget Process	A short overview report setting out the proposed budget process for the update of the Medium Term Financial Plan and Capital Strategy and a summary of the latest revenue budget position.	Councillor Akbar	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	

**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	
Contract Monitoring	Precise Details to be confirmed	Councillor Craig	Carol Culley	
Review of investments being made by the Council into its Capital Strategy in terms of delivering future VFM post COVID19	Precise scope to be determined	Councillor Craig	TBC	
GMCA Governance and Public Sector Reform	To receive an update on what is being delivered for the City through these arrangements	Councillor Craig	TBC	
Revenue and Benefits	Themed meeting to include activity around position of Business Rates and Council Tax and impact on residents and how to target support most effectively	TBC	TBC	