

Manchester City Council Report for Information

Report to: Resources and Governance Scrutiny Committee – 11 October 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:

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Position: Governance and Scrutiny Team Leader
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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	RGSC/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 is provided under section 4 of this paper.	Chris Wanley
19 July 2022	RGSC/21/29	Recommends the creation of a Major Contracts Oversight Board to be made up of officers and chaired by the Executive Member for Finance. The proposed purpose of this Board would be to evaluate all major contracts with the potential to co-opt other Executive Members to chair the board where a contract falls within their portfolio.	Proposals are being finalised to agree with the lead Executive Member, ready to go live in November.	Fiona Ledden
6 September 2022	RGSC/22/34	The committee requests that a further update report on Section 106 monitoring is provided in 12 months.	This will be added to the committee's work programme and scheduled for 2023.	Des Jones/Charlotte Lynch
6 September 2022	RGSC/22/34	The Committee requests that future Annual Section 106 Monitoring reports reference the extent to which Section 278 monies can be utilised.	The S278 agreement is not the mechanism for identifying what highway mitigation measures are deemed necessary but is the mechanism for managing the	Des Jones

Date	Item	Recommendation	Action	Contact Officer
			<p>delivery of those identified works captured through a condition of planning permission. In the past the works had been incorporated into the planning legal agreements.</p> <p>The highway works required must be necessary to mitigate specific harm caused by the development proposed and cannot include work which interested parties would like to see happen in the locality. Specific off-site highways work required through S278 agreements could be tracked in the future and captured within the Microsoft Team that has been created for each ward in a</p>	

Date	Item	Recommendation	Action	Contact Officer
			similar way to the 106 Workbook. This could include work required, a potential cost of the work and work completed. Further work will be undertaken to explore whether requirements through other conditions can be captured in a similar way.	
6 September 2022	RGSC/22/35	Recommends increasing efforts to have members of the Council trained on the CPAD system.	This will be raised with the Exec Member responsible for member training to try and schedule training either before December or early next year. It is envisaged that sessions will be offered either face to face (as previously) or via Teams, and times will be flexible.	Deborah Archer-Reeves/Jonathan Kershner
6 September	RGSC/22/35	Recommends that training on the CPAD system be included as part of the wider induction programme for	This recommendation has been accepted	Deborah Archer-Reeves/Jonathan

Date	Item	Recommendation	Action	Contact Officer
2022		members.	and will be incorporated into the induction programme.	Kershner

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 **3 October 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					
Manchester City Centre Triangle (2021/01/14A) The approval of capital expenditure for the construction of a scheme to connect travel hubs in the city centre	City Treasurer (Deputy Chief Executive)	Not before 31st Aug 2022		Checkpoint 4 Business Case	Steve Robinson, Director of Operations (Highways) steve.robinson@manchester.gov.uk
Early Years - Tendered	City Treasurer	Not before		Checkpoint 4	Amanda Corcoran, Director of

<p>Daycare Settings (2021/07/16B)</p> <p>The approval of capital expenditure to support the continued provision of high-quality Early Years settings across the City.</p>	(Deputy Chief Executive)	16th Aug 2021		Business Case	Education a.corcoran@manchester.gov.uk
<p>Contract for Provision of ICT and Digital resources to Manchester City Council (2022/01/31A)</p> <p>The appointment ICT and Digital resources to Manchester City Council.</p>	City Treasurer (Deputy Chief Executive)	Not before 28th Feb 2022		Report & Recommendation	Joanna Thorne joanna.thorne@manchester.gov.uk
<p>Framework Provision for Travel Services (2022/02/14A)</p> <p>The appointment of a provider to deliver Travel Services for MCC employees and Members.</p>	City Treasurer (Deputy Chief Executive)	Not before 14th May 2022		Report & Recommendation	
<p>Write off of EoN Reality loan (2022/03/01B)</p> <p>Under the delegation agreed at February 2022's Executive, write off of existing £1.1m loan to EoN</p>	City Treasurer (Deputy Chief Executive)	Not before 1st Apr 2022		Companies House – liquidation progress report	Tim Seagrave T.Seagrave@manchester.gov.uk

Reality Ltd and outstanding interest, following confirmation that the company has been liquidated.					
<p>Framework Agreement for Senior Permanent and Interim Executive Search (2022/06/09A)</p> <p>The appointment of Agencies to deliver Permanent and Interim Senior Recruitment Services.</p>	City Treasurer (Deputy Chief Executive)	Not before 9th Jul 2022		Report & Recommendation	Mike Worsley mike.worsley@manchester.gov.uk
<p>Contract for the provision of a Contract Management System (2022/06/15B)</p> <p>To contract with a software supplier to provide MCC with a new Contract Management System.</p>	City Treasurer (Deputy Chief Executive)	Not before 15th Jul 2022		Report and recommendation	
<p>The Provision, Erecting, Maintaining & Storage of Christmas Wooden Houses (2022/06/15C)</p> <p>To seek approval to appoint a company/s to a</p>	City Treasurer (Deputy Chief Executive)	Not before 15th Jul 2022		Contract report	

<p>framework for the provision, delivery, maintenance and storage of Wooden Houses for the Manchester Christmas Markets. The framework will be for a 4 year period, commencing September 2022.</p>					
<p>Elizabeth Tower GP Surgery grant (2022/06/20A)</p> <p>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.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 20th Jul 2022</p>		<p>Checkpoint 4 Business Case</p>	<p>Tom Wilkinson, Deputy City Treasurer tom.wilkinson@manchester.gov.uk</p>
<p>Framework Agreement for the Provision of Commercial Office Furniture and Furniture Services (2022/08/04A)</p> <p>The appointment of Provider to deliver Commercial Office Furniture and Furniture Services.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 4th Sep 2022</p>		<p>Report and recommendations</p>	<p>Mike Worsley mike.worsley@manchester.gov.uk</p>
<p>Award new Case Management System</p>	<p>City Treasurer (Deputy Chief</p>	<p>Not before 8th Sep 2022</p>		<p>Briefing Document</p>	

<p>replacement (2022/08/08A)</p> <p>To award the bid to a new supplier for the Neighbourhoods and Licensing including Taxi Licensing Case Management System.</p>	Executive)				
<p>TC520 - Provision of Parking Enforcement Services (2022/08/19A)</p> <p>To appoint a single provider for parking enforcement services.</p>	City Treasurer (Deputy Chief Executive)	Not before 19th Sep 2022		Report and Recommendation	
<p>Hybrid Cloud Programme (2022/08/19B)</p> <p>To approve capital expenditure to allow Manchester City Council ICT to create a Hybrid Cloud Programme that will refresh aging infrastructure and support its strategy to move to cloud-based technology solutions.</p>	City Treasurer (Deputy Chief Executive)	Not before 19th Sep 2022		Checkpoint 4 Business Case	Chris Wanley, Director of ICT chris.wanley@manchester.gov.uk
<p>Award of Electricity</p>	City Treasurer	Before 30		Award Report	Walter Dooley

<p>Supply contracts from existing Framework Agreements (2022/08/22A)</p> <p>To award a contract for the supply of Electricity from the Council's existing HH (large sites) and NHH (smaller sites) frameworks via direct award to the incumbent suppliers.</p>	<p>(Deputy Chief Executive)</p>	<p>Sep 2022</p>			<p>w.dooley@manchester.gov.uk, Peter Schofield peter.schofield@manchester.gov.uk</p>
<p>Framework Agreement for the Provision of Specialist and Hard to Fill Agency Roles (2022/08/26B)</p> <p>The appointment of Agencies to provide Specialist and Hard to Fill Agency Roles</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 26th Sep 2022</p>		<p>Report and recommendations</p>	<p>Mike Worsley mike.worsley@manchester.gov.uk</p>
<p>Development and Growth</p>					
<p>Strategic land and buildings acquisition 2019/06/03C</p> <p>The approval of capital expenditure for the purpose of the strategic acquisition of land and buildings to</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 1st Dec 2022</p>		<p>Checkpoint 4 Business Case & Briefing Note</p>	<p>Richard Cohen r.cohen@manchester.gov.uk</p>

support the Eastlands Regeneration Framework					
<p>Disposal of site of former Chorlton Leisure Centre for residential development (21/05/13A)</p> <p>Approval to the terms for the leasehold disposal of the site of the former Chorlton Leisure Centre for residential development.</p>	Strategic Director - (Growth and Development)	Not before 13th Jun 2021		Report to the Strategic Director of Growth and Development	Mike Robertson m.robertson@manchester.gov.uk
<p>Restructure of existing multiple ground leases at Manchester Science Park into a new overriding single head lease (2021/07/16A)</p> <p>Restructure of existing multiple ground leases at Manchester Science Park into a new overriding single head lease.</p>	Strategic Director - (Growth and Development)	Not before 16th Aug 2021		Report and recommendations	Mike Robertson m.robertson@manchester.gov.uk
<p>Strategic approach to developments of social homes via a city-wide New Build Local Lettings Policy (LLP) (2021/08/10A)</p> <p>Executive adopts the New</p>	Executive	16 Nov 2022		Report and recommendations	Martin Oldfield m.oldfield@manchester.gov.uk

Build LLP for immediate implementation.					
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	
Asset Management Programme 2022/23 Budget (2022/04/26C) 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
Disposal of the former 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.	Strategic Director - (Growth and Development)	Not before 19th Jun 2022		Report to the Strategic Director of Growth and Development	Joe Martin, Development Surveyor joe.martin@manchester.gov.uk
Acquisition of strategic	City Treasurer	Not before		Report to	Mike Robertson

<p>asset in Wythenshawe (2022/06/10B)</p> <p>Approval of the capital expenditure required for the acquisition of the asset.</p>	<p>(Deputy Chief Executive)</p>	<p>7th Jul 2022</p>		<p>Executive on 29/06/2022 and Delegated approval report to the Strategic Director of Growth and Development and City Treasurer</p>	<p>m.robertson@manchester.gov.uk</p>
<p>This City - new scheme development (2022/06/17B)</p> <p>To give capital expenditure approval to build a mixed development of market and accessible rent properties, initially through the Council before transferring to a Council-owned company during the build.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 17th Jul 2022</p>		<p>Report and recommendation</p>	<p>Alan Caddick, Interim Director of Housing and Residential Growth Alan.Caddick@manchester.gov.uk</p>
<p>Housing Affordability Fund Budget (2022/06/28B)</p> <p>The approval of capital expenditure for affordable housing via a dedicated HAF budget.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 28th Jul 2022</p>		<p>Checkpoint 4 Business Case</p>	<p>Yvette Ryle, Project Manager Yvette.ryle@manchester.gov.uk</p>
<p>Large Scale Renewable Energy Project</p>	<p>City Treasurer (Deputy Chief</p>	<p>Not before 13th Aug</p>		<p>Executive Report</p>	<p>Leader</p>

<p>(2022/07/13B)</p> <p>To purchase a large scale solar farm, associated storage and maintenance arrangements.</p>	<p>Executive)</p>	<p>2022</p>			
<p>King Street Multistory Car Park & King Street West Shops 35-47 (22/07/18A)</p> <p>Approval to the surrender of the City Councils Leasehold interested to support the redevelopment of the site, as consented under planning application 129251/FO/2021</p>	<p>Strategic Director - (Growth and Development)</p>	<p>Not before 18th Aug 2022</p>		<p>Confidential report and recommendations</p>	<p>Lousie Hargan l.hargan@manchester.gov.uk</p>
<p>The Northern Gateway HIF Infrastructure Programme (2022/07/26A)</p> <p>To approve capital expenditure of up to £33.7m, the balance of the available allocation of £51.6m Housing Infrastructure Fund Government grant, following the approval of an initial tranche of £17.9m.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 26th Aug 2022</p>		<p>Checkpoint 4 Business Case</p>	<p>Ian Slater i.slater@manchester.gov.uk</p>

<p>This will cover the construction period for the delivery of flood mitigation works, infrastructure and utilities provision in the Red Bank Neighbourhood.</p>					
<p>Hammerstone Road Depot Additional Funding (2022/08/01A)</p> <p>To approve Capital Expenditure for further works which include, but are not limited to, scope changes for improved low carbon specifications, works to the façade, roof and drainage and inflationary cost pressures.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 1st Sep 2022</p>		<p>Checkpoint 4 Business Case</p>	<p>Richard Munns r.munns@manchester.gov.uk</p>
<p>Lower Campfield and Upper Campfield - granting of new ground leases (2022/09/07A)</p> <p>Approval to the granting of new ground leases to allow the repair and refurbishment of both buildings by the lessee.</p>	<p>Chief Executive</p>	<p>Not before 6th Oct 2022</p>		<p>Report to the Chief Executive and Strategic Director of Growth and Development</p>	<p>David Norbury david.norbury@manchester.gov.uk</p>
<p>This City: Contractor and Design Team Fees</p>	<p>City Treasurer (Deputy Chief</p>	<p>Not before 10th Sep</p>		<p>Checkpoint 4 Business Case</p>	<p>Sarah Narici sarah.narici@manchester.gov.u</p>

<p>(2022/08/10A)</p> <p>To approve capital expenditure for the delivery of This City: Norther Quarter (Postal Street) in order to appoint a contractor under a Pre-Construction Services Agreement to progress work on a mixed development of market and Manchester Living Rent properties until planning permission has been granted.</p>	Executive)	2022			k
<p>Woodward Court External Concrete Repairs & Enveloping (09/09/2022A)</p> <p>To approve capital expenditure for full enveloping scheme inclusive of concrete repairs to Woodward Court</p>	City Treasurer (Deputy Chief Executive)	Not before 9th Oct 2022		Checkpoint 4 Business Case	Martin Oldfield m.oldfield@manchester.gov.uk
<p>Electric Vehicle Charging Strategy (2022/09/12A)</p> <p>The approval of the Draft Strategy and agreement to its publication.</p>	Executive	14 Dec 2022		Report and recommendations	Phil Havenhand, Interim Head of Infrastructure & Environment Phil.Havenhand@manchester.gov.uk

<p>Fire Risk Assessments Additional Work (2022/09/13A)</p> <p>To approve Capital Expenditure of £4.885m to carry out specific further fire protection/prevention related work identified on properties within Housing Operations managed area.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 11th Oct 2022</p>		<p>Checkpoint 4</p>	<p>Martin Oldfield m.oldfield@manchester.gov.uk</p>
<p>Biodiversity Strategy (2022/09/21A)</p> <p>To endorse the Manchester Biodiversity Strategy</p>	<p>Executive</p>	<p>19 Oct 2022</p>		<p>report and recommendations</p>	<p>Duncan McCorquodale duncan.mccorquodale@manchester.gov.uk</p>
<p>Neighbourhoods</p>					
<p>Parks Development Programme Team Funding (2022/03/10B)</p> <p>To approve capital expenditure to continue the Parks Development Programme team.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 10th Apr 2022</p>		<p>Checkpoint 4</p>	<p>Neil Fairlamb N.Fairlamb@manchester.gov.uk</p>
<p>Extension of the waste & street cleansing contract (2022/03/30B)</p>	<p>Executive</p>	<p>1 Jun 2022</p>		<p>Waste Report to Environment & Climate Change Scrutiny</p>	<p>Matthew Bennett matthew.bennett@manchester.gov.uk</p>

To fund the increase in contract fee from 2023 for the remainder of the contract period - £7.95m.				Committee (10 March 2022)	
<p>TC927 On Street Environmental Enforcement (2022/07/14A)</p> <p>To seek approval to award a contract to suppliers who can deliver On Street Environmental Enforcement.</p>	City Treasurer (Deputy Chief Executive)	Not before 30th Nov 2022		Confidential contract report with recommendations	Mark Warmisham mark.warmisham@manchester.gov.uk
<p>Environmental Health, Trading Standards and Housing Compliance and Enforcement Fees (2022/08/24A)</p> <p>To increase fees associated with chargeable work in Environmental Health, Trading Standards and Housing Compliance</p>	Strategic Director (Neighbourhoods)	Not before 24th Sep 2022		Report requesting approval for setting fees and new fee and charge levels	Tim Birch, Neighbourhood Manager tim.birch@manchester.gov.uk
<p>Indoor Leisure - Abraham Moss (2022/09/13B)</p> <p>To approve capital expenditure of £1.4 million to fund additional</p>	City Treasurer (Deputy Chief Executive)	Not before 11th Oct 2022		Checkpoint 4 Business Case	Neil Fairlamb N.Fairlamb@manchester.gov.uk

<p>inflationary labour and material costs following a delay to the project after the discovery of piles under the site.</p>					
<p>Manchester Aquatic Centre (MAC) (2022/09/13C)</p> <p>To approve capital expenditure of £2.3 million to fund inflationary cost increases across the project including increases in the MEP (Mechanical / Electrical / Plumbing) package and across internal finishes.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 11th Oct 2022</p>		<p>Checkpoint 4 Business Case</p>	<p>Neil Fairlamb N.Fairlamb@manchester.gov.uk</p>
<p>House of Sport Fire Mitigation and Roof Additional Works (2022/09/13D)</p> <p>To approve Capital Expenditure of over £2 million to address health and safety issues that need to be actioned following surveys.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 11th Oct 2022</p>		<p>Checkpoint 4 Business Case</p>	<p>Neil Fairlamb N.Fairlamb@manchester.gov.uk</p>
<p>Highways</p>					

<p>Public Realm Improvements 2022/23 (2022/06/15A)</p> <p>To approve the capital expenditure for a number of essential Public Realm improvements.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 15th Jul 2022</p>		<p>Checkpoint 4 Business Case</p>	<p>Steve Robinson, Director of Operations (Highways) steve.robinson@manchester.gov.uk</p>
<p>City Centre Active Travel Fund scheme (2022/07/08A)</p> <p>The approval of capital expenditure to develop the detailed design of the city centre active travel project</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 8th Aug 2022</p>		<p>Checkpoint 4 Business Case</p>	<p>Steve Robinson, Director of Operations (Highways) steve.robinson@manchester.gov.uk</p>
<p>TC056 - Highways Support (2022/07/25A)</p> <p>Renewal of the Highway support framework. The framework is to support Highways Maintenance Service with Major & Minor Civil Engineering projects.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 25th Aug 2022</p>		<p>Confidential Contract Report with Recommendations</p>	
<p>TC013 - Supply of Concrete and Bedding (2022/08/26A)</p> <p>Renewal of the Supply of concrete and bedding</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 26th Sep 2022</p>		<p>Confidential Contract Report with Recommendations</p>	

<p>framework to supersede the existing framework where one of the two providers has ceased trading and the new bedding requirement cannot be met.</p> <p>The purpose of the framework is to supply volumetric concrete & bedding to support Civil Engineering projects in the Highways Directorate</p>					
<p>Q20499 - Chorlton Area 3b (2022/09/27A)</p> <p>The works will provide a segregated cycle facility on both sides along Manchester Road from the Metrolink bridge south to the junction with Wilbraham Road (Four Banks) & Barlow Moor Road from Four Banks to Sandy Lane junction.</p>	Deputy City Treasurer	Not before 27th Oct 2022		Confidential Contract Report with Recommendations	
<p>Q20494 - Victoria Norther Eastern Gateway Phase 1b</p>	Deputy City Treasurer	Not before 27th Oct 2022		Confidential Contract Report with	

<p>(2022/09/27B)</p> <p>Cycling Route, Phase 1B comprises of two separate locations Pollard Street / Great Ancoats Street Junction and Old Mill Street, the scheme identified as Victoria North / Eastern Walking and Cycling Scheme Phase 1B.</p>				<p>Recommendations</p>	
<p>Education and Skills</p>					
<p>School Admission Arrangements 2024/25 (2022/09/22A)</p> <p>To agree that the council undertakes consultation to gather views on its arrangements and the change in back office process from the current 3, to 1 time per year for the removal of details from schools waiting lists</p>	<p>Executive</p>	<p>19 Oct 2022</p>		<p>Report to Executive D2 - Changes to School Admissions Policy</p>	<p>Amanda Corcoran, Director of Education a.corcoran@manchester.gov.uk</p>
<p>Proposal for a new secondary special school (2022/09/22B)</p>	<p>Executive</p>	<p>19 Oct 2022</p>		<p>Report to Executive D2 - Development of a new special</p>	<p>Amanda Corcoran, Director of Education a.corcoran@manchester.gov.uk</p>

To agree that the Council undertakes consultation to gather views on the plans to develop a new special high school as a first step towards identifying a provider for the new school.

To delegate responsibility to the Director of Education in consultation with the Executive Member for Children's Services to progress the publication of a specification for the new school and invitations to sponsor based on the outcomes of the consultation; and identify a preferred sponsor for the new school to be recommended to the DfE.

high school

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

TBC

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
Commercial activity	Precise Details to be confirmed	Councillor Akbar	Carol Culley	
Contract Monitoring	Precise Details to be confirmed	Councillor Akbar	Carol Culley	
Review of investments being made by the Council into its Capital Strategy in terms of delivering future VFM post COVID19	Precise scope to be determined	Councillor Akbar	TBC	
GMCA Governance and Public Sector Reform	To receive an update on what is being delivered for the City through these arrangements	Councillor Craig	TBC	
Revenue and Benefits	Themed meeting to include activity around position of Business Rates and Council Tax and impact on residents and how to target support most effectively	TBC	TBC	
Annual Section 106 Monitoring	To receive a report on the Governance arrangements relating to Section 106.	Councillor White	Julie Roscoe/Des Jones	Report to be considered around Sept 2023

4. Items for information

Report: End User Device Programme – Health and Safety

For: Resources and Governance Scrutiny Committee

From: Chris Wanley, Director of ICT and Tom Powell, Head of Internal Audit and Risk Management

Date: 24 March 2022

Summary

To provide assurance regarding the assessment and management of health and safety risks arising from the End User Project. Throughout the project Health and Safety colleagues have been working with the End User Project team to support the health and safety of the team members and end users of newly deployed devices.

Key themes supported:

- COVID-19 secure measures for the project team for the organisation and deployment of devices
- Transportation of devices by end users
- Support for disabled staff

COVID-19 secure measures for the project team for the organisation and deployment of devices through local hubs

ICT have completed a service COVID-19 risk assessment supported by the Health and Safety Team. This specifically looked at the practical arrangements for the handling, distribution, and provision of support for end users. Arrangements included: Social distancing, enhanced cleaning, provision of personal protective equipment, hand sanitiser, signage, ventilation, and strict booking arrangements. Once available regular lateral flow device testing was undertaken. Adherence to COVID-19 controls were monitored by colleagues within the Health and Safety Team. There have been no COVID-19 outbreaks associated with the roll out of end user devices.

Transportation of devices by end users

The selection of devices sought to balance size, weight, and performance. Health and Safety assessed a range of bags and rucksacks to identify ones which provided good ergonomic support and provided a discrete presentation (i.e., were not overtly clear they could be laptop bags). Staff are offered a range of carrying bags / rucksacks and some colleagues choose to use their own bags. All devices are encrypted and if staff are threatened, they should hand the device over and not place themselves at additional risk. It is now common practice for individuals to carry portable computer devices.

Support for disabled staff

The use of computer devices can present a range of challenges for disabled colleagues. This can include difficulties in carrying / transporting devices, screen size where the person has a visual impairment, engaging in video / 8x8 calls where they have a hearing impairment, use of small laptop keyboard / trackpad where they have musculoskeletal difficulties.

We have taken an individualised approach to supporting each disabled colleague. Health and Safety colleagues work with the individual and their manager to recommend a solution. Solving one issue can create additional difficulties so it is important to take a holistic approach. Solutions have included:

- Difficulties carrying the device – provision of roller bag through to provision of multiple devices for individuals assessed as being unable to transport the device
- Difficulties seeing the screen – larger screen laptops (though this has increased handling / ergonomic issues and have been very difficult to source), provision of assistive software, provision of larger screens for use at home, provision of high visibility keyboards, larger screen mobile phones and currently evaluating mobile screens for use in other settings.
- Difficulties hearing / participating in teams meetings / use of 8x8 – Use of assistive features within MS365 (captions, recorded narration), sourcing mobile phones which link to the latest hearing aid streaming features, headsets with built in induction loops.

Information requested from Annual S106 Monitoring report

Could S106 monies be used to partially fund the Council's wholly-owned housing delivery model?

It is acknowledged that this matter was raised at the meeting and a reference was made that Salford take this approach. This is a matter that will be looked into further. However, the view remains at the present time that this would not meet the necessary legal tests.

How can members be involved in the officer S106 working group?

This is a working group made up of officers from across the Council dealing with legal and financial matters arising from 106 agreements. The purpose is to ensure that spend is progressing in accordance with the specific requirements of the signed legal agreements. Although it would not be appropriate for Members to attend s106 working group meetings, a progress note on spend can be made available within the Microsoft Team that has been created for each ward, which ward councillors and ward coordinators have access to.

A definition of 'land values' and 'market forces'

Market Forces – these are economic factors affecting the price of, demand for and availability of a commodity. Putting this in the context of S.106 the viability of a scheme will fluctuate depending on the cost of construction which is on the rise and values that can be achieved depending on the location, supply of and demand for units.

Land Value – Land value in relation to viability and whether a contribution can be made to mitigate harm, is the value which is derived at the end of a residual valuation which is basically the gross development value of a scheme less the development costs (including developer return). The values within the residual valuation are influenced by the Market Forces. This Residual Land Value is then compared with the Benchmark Land Value, which is the existing use value with an uplift to reflect alternative use at a level that will incentivise the landowner to sell.

Both land values and market forces are all part of the assessment into viability and as such has to be assessed in accordance with the Royal Institute of Chartered Surveyors guidance.