

Manchester City Council Report for Information

Report to: Resources and Governance Scrutiny Committee – 22 June 2023
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
There are no outstanding recommendations				

2. Key Decisions

The Council is required to publish details of key decisions that will be taken at least 28 days before the decision is due to be taken. Details of key decisions that are due to be taken are published on a monthly basis in the Register of Key Decisions.

A key decision, as defined in the Council's Constitution is an executive decision, which is likely:

- To result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates, or
- To be significant in terms of its effects on communities living or working in an area comprising two or more wards in the area of the city.

The Council Constitution defines 'significant' as being expenditure or savings (including the loss of income or capital receipts) in excess of £500k, providing that is not more than 10% of the gross operating expenditure for any budget heading in the in the Council's Revenue Budget Book, and subject to other defined exceptions.

An extract of the most recent Register of Key Decisions, published on **9 June 2023**, containing details of the decisions under the Committee's remit is included below. This is to keep members informed of what decisions are being taken and, where appropriate, include in the work programme of the Committee.

Subject / Decision	Decision Maker	Decision Due Date	Consultation	Background documents	Officer Contact
Corporate Core					
Framework Agreement for the Provision of Commercial Office Furniture and Furniture Services (2022/08/04A) The appointment of	City Treasurer (Deputy Chief Executive)	Not before 4th Sep 2022		Report and recommendations	Mike Worsley, Procurement Manager mike.worsley@manchester.gov.uk

Provider to deliver Commercial Office Furniture and Furniture Services.					
<p>Award of Electricity 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>	City Treasurer (Deputy Chief Executive)	Before 30 Sep 2022		Award Report	Peter Schofield, Head of Integrated Commissioning and Procurement peter.schofield@manchester.gov.uk, Walter Dooley, Group Manager - Energy walter.dooley@manchester.gov.uk
<p>Adopting new powers to increase the Council Tax on some empty properties (2023/01/09A)</p> <p>To consider whether or not to charge double Council Tax on empty furnished properties (including second homes) and empty, unfurnished properties that have been empty for between 1 and 2 years from 1 April 2024 onwards.</p>	Executive	15 Feb 2023		Report to Executive	Charles Metcalfe, Head of Corporate Revenues charles.metcalfe@manchester.gov.uk
Enterprise Resource Planning Software	City Treasurer (Deputy Chief	Not before 10th Apr		Report and recommendation	Tom Wilkinson, Deputy City Treasurer

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

<p>(2023/05/15A)</p> <p>To agree to the restructuring and refinancing of existing loan finance arrangements to ensure that there is an affordable and sustainable agreement in place between the Council and the Irish Diaspora Foundation Limited.</p>					k
<p>Family Time building refurbishments (2023/05/30A)</p> <p>To approve capital funding for the refurbishment of two Council assets to improve building environments for the Family Time service and Manchester's children</p>	Executive	28 Jun 2023		Capital Outturn/Update report	Richard Munns, Head of Corporate Estates and Facilities richard.munns@manchester.gov.uk
<p>Perimeter Firewall (2023/06/02A)</p> <p>To award funding to enable the purchase of network infrastructure.</p>	City Treasurer (Deputy Chief Executive)	Not before 30th Jun 2023		Briefing Note	Andrew Blore, ICT Strategic Business Partner andrew.blore@manchester.gov.uk
<p>TC979 Archival Storage, Non-Archival Storage and Scanning Framework</p>	City Treasurer (Deputy Chief Executive)	Not before 8th Jul 2023		Report and recommendation	

<p>(2023/06/08C)</p> <p>To seek approval to appoint a supplier to provide TC979 Framework for Archival Storage, Non-Archival Storage and Scanning</p> <p>The framework is split into 3 Lots as follows: Lot 1: Archival Storage Lot 2: Semi Active Records (Non-Archival) Lot 3: Scanning and Storage of Planning and Building Control Records and other Council Departments</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 support the Eastlands Regeneration Framework</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, Strategic Lead - Development (South and East) richard.cohen@manchester.gov.uk</p>

<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>	<p>Strategic Director - (Growth and Development)</p>	<p>Not before 3rd Jul 2023</p>		<p>Report to the Strategic Director of Growth and Development</p>	<p>Mike Robertson, Principal Development Surveyor mike.robertson@manchester.gov.uk</p>
<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>	<p>Strategic Director - (Growth and Development)</p>	<p>Not before 1st Sep 2023</p>		<p>Report and recommendations</p>	<p>Mike Robertson, Principal Development Surveyor mike.robertson@manchester.gov.uk</p>
<p>Land at Downley Drive, New Islington/Ancoats (2022/02/18B)</p> <p>Land disposal by way of lease for residential development at Downley Drive, New Islington/Ancoats.</p>	<p>Strategic Director - (Growth and Development)</p>	<p>Not before 18th Mar 2022</p>		<p>Report and recommendations</p>	

<p>Disposal of the former Gala Bingo, Rowlandsway, Manchester, M22 5RS (2022/05/19A)</p> <p>Approval to the terms for the leasehold disposal of the former Gala Bingo, Rowlandsway, Manchester, M22 5RS.</p>	<p>Strategic Director - (Growth and Development)</p>	<p>Not before 19th Jun 2022</p>		<p>Report to the Strategic Director of Growth and Development</p>	<p>Joe Martin, Senior Development Surveyor joe.martin@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, Strategic Lead Development City Centre david.norbury@manchester.gov.uk</p>
<p>Land at Kelbrook Road (2022/11/14A)</p> <p>Approval to dispose of land at Kelbrook Road for development</p>	<p>Strategic Director - (Growth and Development)</p>	<p>4 Jan 2023</p>		<p>Report to the Strategic Director – Growth & Development</p>	<p>Thomas Pyatt, Senior Development Surveyor Tel: 0161 234 5469 thomas.pyatt@manchester.gov.uk</p>
<p>Leasehold disposal of Unit 5, Nuovo A, Great Ancoats Street (2022/12/13B)</p>	<p>Strategic Director - (Growth and Development)</p>	<p>Not before 11th Jan 2023</p>		<p>Briefing Note</p>	<p>Richard Cohen, Strategic Lead - Development (South and East) richard.cohen@manchester.gov.uk</p>

To approve a 15 year lease of Unit 5, Nuovo A					
Disposal of land at the back of Ancoats, Manchester (2023/03/23A) To approve the disposal of land bounded by Naval Street, Radium Street, Poland Street and Jersey Street	Strategic Director - (Growth and Development)	23 Apr 2023		Briefing Note	Bhavesh Chauhan, Principal Development Surveyor bhavesh.chauhan@manchester.gov.uk
The disposal of land at Store Street Manchester (2023/04/25A) To approve the disposal of land at Store Street, Manchester.	Strategic Director - (Growth and Development)	Not before 25th May 2023		Briefing Note	
Acquisition of Leasehold Interest at 35 Garratt Way (2023/05/23A) Acquisition of residual leasehold interest to support the delivery of Gorton District Centre Development Framework.	Strategic Director - (Growth and Development)	Not before 21st Jun 2023		Briefing Note	Richard Cohen, Strategic Lead - Development (South and East) richard.cohen@manchester.gov.uk
Neighbourhoods					

<p>TC045- Arborist Services (2023/04/26A)</p> <p>This Contract will cover all the Council's requirements across the City for the provision of Arboricultural Services. The Council's Arboricultural Section based at Hooper Street Highways Depot will manage the Contract.</p>	<p>Strategic Director (Neighbourhoods)</p>	<p>Not before 26th May 2023</p>		<p>Confidential Contract Report with Recommendations</p>	
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3. Resources and Governance Scrutiny Committee - Work Programme – May 2023

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

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Local Elections Update	To receive an update on the 2023 local elections, particularly in reference to the new duties of the Elections Act which were used in May for the first time.	Cllr Craig (Leader) Cllr Rahman (Statutory Deputy Leader)	Fiona Ledden Clare Travers Sean Morris	
Enterprise Resource Planning (ERP) System Replacement	To receive a report on the replacement of the Council's core finance and HR system (ERP), progress to date, programme update, change management and communications plan	Cllr Akbar (Finance and Resources)	Carol Culley Tom Wilkinson Chris Wanley	
Contract Management	To receive a report on the Council's key contracts, its approach to procurement of these contracts and assessments of how to source contracts due for renewal and/or extension	Cllr Akbar (Finance and Resources)	Carol Culley Tom Wilkinson Peter Schofield	
Ethical Procurement and Fair Tax	To receive a report on the Council's ethical procurement and fair tax assessments in procurement and development decision-making.	Cllr Akbar (Finance and Resources)	Carol Culley Tom Wilkinson Peter Schofield	
Social Value	To receive a report on the Council's approach to social value.	Cllr Akbar (Finance and Resources)	Carol Culley Tom Wilkinson 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	
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Thursday 20 July 2023, 10:00am (Report deadline Monday 10 July 2023)

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Review of Development Agreements	To receive a report on the Council's development agreements, monitoring arrangements and overages secured.	Cllr White (Housing and Development)	David Lynch	
Section 106 Governance	To receive a report on the governance arrangements relating to Section 106.	Cllr Akbar (Finance and Resources) Cllr White (Housing and Development)	Julie Roscoe	
Update on Progress of the Factory International Project	To receive a report on the Council's development of The Factory, St John's.	Cllr Rahman (Statutory Deputy Leader) Cllr Akbar (Finance and Resources)	Carol Culley Jared Allen	
Update on Progress of the Our Town Hall Project	To receive a report on the Council's restoration and refurbishment of Manchester Town Hall.	Cllr Rahman (Statutory Deputy Leader) Cllr Akbar (Finance and Resources)	Carol Culley Jared Allen Paul Candelent	
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.	N/A	Scrutiny Support	

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

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Update from the Revenues and Benefits Unit	To receive an update on the activity of the Revenues and Benefits Unit including details of ongoing cost-of-living schemes and activities delivered by the service.	Cllr Akbar (Finance and Resources)	Carol Culley Lee Owen Matthew Hassall Charles Metcalfe	
Council Tax Support Scheme (CTSS)	To bring recommendations on the CTSS options from 2024/25 onwards, with a view to taking approved recommendations to public consultation in the autumn.	Cllr Akbar (Finance and Resources)	Carol Culley Lee Owen Matthew Hassall Charles Metcalfe	
Residents and Business Digital Experience Programme (RBDxP) Update	To receive an update on the delivery of RBDxP which is a key workstream as part of the Future Shape programme.	Cllr Akbar (Finance and Resources)	Carol Culley Lee Owen Jon Burt Alex Forbes	
Artificial Intelligence	To receive a report on the impact of Artificial Intelligence (AI) on the Council's ways of working and what work is taking place to approach this.	Cllr Akbar (Finance and Resources)	Carol Culley Chris Wanley	
2024/25 Budget Process	To receive a short report on the current position of the Medium-Term Financial Plan and planned approach to setting the 2024/25 budget process.	Cllr Akbar (Finance and Resources)	Carol Culley Tom Wilkinson Sam McArdle	

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

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Workforce Equalities Strategy Progress Update	To receive an update on progress to date to increase diversity, ensure the Council is an inclusive employer and to challenge discrimination.	Cllr Akbar (Finance and Resources)	Carol Culley Mark Bennett	
Workforce Strategy Update	To receive the new Workforce Strategy.	Cllr Akbar (Finance and Resources)	Carol Culley Mark Bennett	
Future Shape of the Council Update	To receive an update on progress to date with the Future Shape of the Council programme, which is evolving the Council's ways of working in order to meet current challenges.	Cllr Rahman (Statutory Deputy Leader) Cllr Akbar (Finance and Resources)	Carol Culley Mark Bennett	
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.	N/A	Scrutiny Support	

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

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Update on New Procurement Regulations	To receive a report on the updated Procurement Regulations coming into effect and how the Council intends to implement them.	Cllr Akbar (Finance and Resources)	Carol Culley Tom Wilkinson Peter Schofield	
Update on the Autumn Statement	To receive a short update on the impact of the Autumn Statement on the Council's Medium-Term Financial Plan and budget.	Cllr Akbar (Finance and Resources)	Carol Culley Tom Wilkinson Sam McArdle	
Corporate Core Budget Proposals 2024/25	To receive a report outlining the budget position for 2024/25 and progress in reaching a balanced budget, including preliminary savings and investment options.	Councillor Craig Councillor Akbar	Carol Culley Tom Wilkinson Paul Hindle	
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.	N/A	Scrutiny Support	

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

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Review of Investments being made by the Council into its Capital Strategy in terms of delivering future value-for-money post-COVID19	To receive a report on the Council's capital investments being made through the Capital Strategy in terms of delivering future VFM.	Cllr Akbar (Finance and Resources)	Carol Culley Tom Wilkinson Tim Seagrave Jared Allen	
Annual Property Report	To receive the annual update on the work of the Estates and Facilities service (Corporate Core directorate) and the Development team (Growth and Development directorate), with particular reference to the use of agency staff.	Cllr Rahman (Statutory Deputy Leader) Cllr White (Housing and Development)	Carol Culley Becca Heron David Lord Richard Munns	
Housing Revenue Account 2024/25 to 2026/27	To receive a report on the proposed Housing Revenue Account (HRA) budget process for 2024/25 and a refresh of the 30-year business plan.	Cllr White (Housing and Development)	Tom Wilkinson Dave Ashmore	
Council Tax Support Scheme Consultation Responses	To receive an update on the public consultation responses to the approved Council Tax Support Scheme recommendations.	Cllr Akbar (Finance and Resources)	Carol Culley Lee Owen Matthew Hassall Charles Metcalfe	

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

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Budget Settlement 2024/25	To receive a report on the Provisional Local Government Finance Settlement to outline the impact on the Council's budget position for 2024/25.	Cllr Akbar (Finance and Resources)	Carol Culley Tom Wilkinson Sam McArdle	
Sales Fees and Charges	To review the Council's commercial activities through trading operations and the setting of fees and charges.	Cllr Akbar (Finance and Resources)	Carol Culley Tom Wilkinson Tim Seagrave	
Commercial Activity Update	To receive a report on the performance of the portfolio of Council commercial activities, including companies, Joint Ventures, loans, equity investments and development agreements.	Cllr Akbar (Finance and Resources) Cllr White (Housing and Development)	Carol Culley Tom Wilkinson Sarah Narici David Lynch David Lord	
Manchester Heat Network Business Plan Update	To receive a performance update and the 2023/24 business plan for the Manchester Heat Network Special Purpose Vehicle (SPV), which is wholly owned by the Council. This report will also outline the SPV's approach to securing new customers to the network and the decarbonisation of the asset.	Cllr Akbar (Finance and Resources) Cllr Rawlins (Environment and Transport)	Carol Culley Tom Wilkinson Sarah Narici	
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.	N/A	Scrutiny Support	

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

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Corporate Core Budget Proposals 2024/25	To receive the final 2024/25 budget proposals that will go onto February's Budget Executive and Scrutiny and March's Council.	Cllr Akbar (Finance and Resources)	Carol Culley Tom Wilkinson Paul Hindle	
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.	N/A	Scrutiny Support	

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

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

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

Item	Purpose	Executive Member	Strategic Director/Lead Officer	Comments
Manchester City Council Connections with the Greater Manchester Combined Authority (GMCA)	To update the committee on Manchester's connections with GMCA in terms of partnerships, governance, and financial arrangements.	Cllr Craig (Leader) Cllr Akbar (Finance and Resources)	Carol Culley James Binks Tom Wilkinson	
Manchester City Council Connections with the Greater Manchester Integrated Care System and the Manchester Locality	To update the committee on Manchester's links with the Greater Manchester Integrated Care System, including governance and financial arrangements.	Cllr Akbar (Finance and Resources) Cllr T Robinson (Healthy Manchester and Adult Social Care)	Carol Culley James Binks 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)

Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Progress on Council Motions over last 12 months	To receive an update on the progress made in respect of motions that have been passed before Manchester City Council since the last update in March 2023.	Councillor Craig Councillor Rahman	Fiona Ledden	To be considered around March 2024

4. Items for Information

Responses to several requests for information made at the previous meeting on 25 May 2023 are being awaited. These will be shared with members once received.