

## **Manchester City Council Report for Information**

**Report to:** Resources and Governance Scrutiny Committee – 9 November 2023

**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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### **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
22 June 2023	RGSC/23/31 Major Contracts	That a more substantial report on Major Contracts be provided at the next update and include an appendix with more detailed information on each major contract and whether insourcing would be viable.	A response to this recommendation has been requested.	Mark Leaver (Strategic Lead – Commissioning)
12 October 2023	RGSC/23/56 Workforce Equalities Update	That the percentage of people in Manchester who identify as transgender be clarified.	A response to this is included under Items for Information.	Kane Joyce (Head of Workforce Strategy)
12 October 2023	RGSC/23/56 Workforce Equalities Update	That an age breakdown of staff undergoing ‘Let’s Talk About Race’ training be shared with members	A response to this is included under Items for Information.	Kane Joyce (Head of Workforce Strategy), Suzanne Grimshaw (Strategic Head of Organisation Development)
12 October 2023	RGSC/23/56 Workforce Equalities Update	That the Workforce Profile be updated in line with members’ comments regarding deafness and hearing impairment.	34 employees identify as having a hearing impairment - the diversity profile (slide 7) has been updated to reflect this.	Kane Joyce (Head of Workforce Strategy)

Date	Item	Recommendation	Action	Contact Officer
12 October 2023	RGSC/23/59 Annual S106 Monitoring Report	That officers undertake a benchmarking exercise with other core cities to understand what they collect Section 106 monies for.	This recommendation is being actioned. Officers are currently scoping out the information required and will be reaching out to Core City colleagues again shortly. This will be reported back to the committee in the next Annual Monitoring Report.	Julie Roscoe (Director of Planning, Licensing and Building Control), Mark Dickens (Deputy Director of Planning and Building Control)
12 October 2023	RGSC/23/59 Annual S106 Monitoring Report	That delegated authority be given to the Chair, in consultation with the Executive Member for Housing and Development and the Strategic Director (Growth and Development), to request a report should progress be made on the proposed planning reforms.	This recommendation has been noted and will be actioned if necessary.	Becca Heron (Strategic Director (Growth and Development)), Julie Roscoe (Director of Planning, Licensing and Building Control)

## 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 **30 October 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
<b>Corporate Core</b>					
<b>Award of Electricity Supply contracts from existing Framework Agreements (2022/08/22A)</b>  To award a contract for the supply of Electricity from the	City Treasurer (Deputy Chief Executive)	Before 30 Sep 2022		Award Report	Walter Dooley, Group Manager - Energy walter.dooley@manchester.gov.uk, Peter Schofield, Head of Integrated Commissioning and Procurement peter.schofield@manchester.go

Council's existing HH (large sites) and NHH (smaller sites) frameworks via direct award to the incumbent suppliers.					v.uk
<p><b>Adopting new powers to increase the Council Tax on some empty properties (2023/01/09A)</b></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
<p><b>TC435 - Provision of a Multifunctional Device and Print Management Service (2023/03/20A)</b></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
<b>Irish World Heritage Centre - Loan re-financing</b>	City Treasurer (Deputy Chief	Not before 13th Sep		Part B report to the Executive	Sarah Narici, Head of Programme Office

<p><b>and restructuring (2023/05/15A)</b></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>	Executive)	2023			sarah.narici@manchester.gov.uk
<p><b>TC979 Archival Storage, Non-Archival Storage and Scanning Framework (2023/06/08C)</b></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</p>	City Treasurer (Deputy Chief Executive)	Not before 8th Jul 2023		Report and recommendation	

Building Control Records and other Council Departments					
<p><b>Power Purchase Agreement TC1162 (2023/07/04A)</b></p> <p>To appoint a developer for a long-term offsite virtual power purchase agreement with a wind or solar PV developer with a project that has REGOs that are valid for the Council's Scope 2 reporting (i.e. REGOs that are valid within Great Britain.</p>	Executive	13 Dec 2023		Contract Report and Recommendation	Sarah Narici, Head of Programme Office sarah.narici@manchester.gov.uk
<p><b>TC936 - Nutanix On-Premise Hosting Platform Replacement (2023/10/02A)</b></p> <p>To provide hardware support and software subscription to replace the current Nutanix Platform before it reaches the end of its working life in March 2024.</p>	City Treasurer (Deputy Chief Executive)	Not before 1st Nov 2023		Contract Report	
<p><b>Enterprise Resource Planning Software</b></p>	City Treasurer (Deputy Chief	Not before 3rd Nov 2023		Report and Recommendation	Tom Wilkinson, Deputy City Treasurer

<p><b>(2023/10/06A)</b></p> <p>To award a contract for new Enterprise Resource Planning software to support finance, HR, procurement and related functions.</p>	Executive)				tom.wilkinson@manchester.gov.uk
<p><b>TC473 - Supply of Gas (2023/10/13A)</b></p> <p>To implement a new framework to allow for future call-off contracts for the supply of gas to MCC's corporate estate, and for associated organisations (e.g. Manchester schools etc).</p>	City Treasurer (Deputy Chief Executive)	Not before 13th Nov 2023		Report and recommendation	
<b>Development and Growth</b>					
<p><b>Factory International Works (2023/06/28A)</b></p> <p>To approve capital funding for Factory International for works to achieve static completion</p>	Executive, City Treasurer (Deputy Chief Executive)	26 Jul 2023		Report to Executive	Rebecca Heron, Strategic Director (Growth and Development) rebecca.heron@manchester.gov.uk
<p><b>Investment Property Management Services</b></p>	City Treasurer (Deputy Chief	Not before 29th Sep		Delegated Approvals Report	Richard Cohen, Strategic Lead - Development (South and East)



<b>contract (2023/09/01A)</b> Approval not to re-tender the Investment Property Management Services contract following expiration of the existing contract	Executive)	2023			richard.cohen@manchester.gov .uk
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### 3. Resources and Governance Scrutiny Committee - Work Programme – November 2023

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 and Social Value	To receive a report on the updated Procurement Regulations coming into effect and how the Council intends to implement them. This report will also include an update on Social Value.	Cllr Akbar (Finance and Resources)	Carol Culley Tom Wilkinson Peter Schofield	
Revenue Budget Update and Corporate Core Budget Proposals 2024/25	To receive a report outlining the council's budget position for 2024/25 and an update on the budget for the Corporate Core including 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	
Setting of the Council Tax base and Business Rates shares for budget-setting purposes	To receive a report that details the setting of the Council Tax Base and Business Rates shares for budget setting purposes.	Cllr Akbar (Finance and Resources)	Carol Culley Tom Wilkinson Lee Owen	

Update on the Autumn Statement	To receive a short verbal 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	<b>Full item deferred from November 2023 meeting.</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	

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

<b>Item</b>	<b>Purpose</b>	<b>Executive Member</b>	<b>Strategic Director/Lead Officer</b>	<b>Comments</b>
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	
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	
Outcome of Feasibility Study into the use of Enforcement Agents	To receive a report that presents the outcome of a Feasibility Study into the use of Enforcement Agents, as recommended by the Committee.	Cllr Akbar (Finance and Resources)	Carol Culley Lee Owen	<b>See minutes of 7 Sept 2023 meeting.</b>
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	Cllr Akbar (Finance and Resources) Cllr Rawlins	Carol Culley Tom Wilkinson Sarah Narici	

	the SPV's approach to securing new customers to the network and the decarbonisation of the asset.	(Environment and Transport)		
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
Elections Act 2022 Update	To receive an update on the position of Tranche 2 changes that have been implemented following the Elections Act 2022, including changes to absent voting, postal vote handling and a timescale for future changes.	Cllr Craig (Leader)	Fiona Ledden Clare Travers	
Revenue Budget Update and Corporate Core Budget Proposals 2024/25	To receive and consider the final 2024/25 budget proposals that will go onto February Budget Executive and Scrutiny and March Council.	Cllr Akbar (Finance and Resources)	Carol Culley Tom Wilkinson Paul Hindle	
Housing Revenue Account 2024/25 to 2026/27	To receive a report on the Housing Revenue Account (HRA) budget for 2024/25 and a refresh of the 30-year business plan.	Cllr White (Housing and Development)	Carol Culley Tom Wilkinson Dave Ashmore	
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)**

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

#### 4. Items for Information

**RGSC/23/56 Workforce Equalities Update** - *That the percentage of people in Manchester who identify as transgender be clarified.*

Transgender refers to a person whose gender identity does not correspond with the sex registered for them at birth.

The 2021 Census recorded 551,944 residents in Manchester, of which, 437,958 are 16 years old or over. The census question on gender identity was a voluntary question asked of those aged 16 years and over.

Of the 437,958 residents which were asked the gender identity question, 4,479 identified as being transgender which is 1% of Manchester's population that were asked this question and 0.8% of Manchester's total population

The diversity profile (slide 6) has been updated to clarify this point.

**RGSC/23/56 Workforce Equalities Update** - *That an age breakdown of staff undergoing 'Let's Talk About Race' training be shared with members*

35.7% (2,629 employees) of the Council's workforce have completed Let's Talk About Race. The following table provides an age breakdown of those that have attended the training.

Age Range	Number of attendees per age range	Percentage of training attendees
16-29	214	8.1%
30-39	453	17.2%
40-49	707	27%
50-59	896	34.1%
60-69	355	13.5%
70+	4	0.1%
Total	2,629	100%