

**Manchester City Council
Report for Information**

Report to: Resources and Governance Scrutiny Committee - 18 June 2019

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 the information provided and agree any changes to the work programme that are necessary.

Contact Officer:

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Wards Affected: All

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
7 Feb 2019	RGSC/19/9 Updated Financial Strategy and Directorate Business Plans 2019-20	To request the City Treasurer to provide a briefing note on the €3million European approved grants that the Council currently had access to	<p>As of 27 March 2019</p> <p>The European Commission have this month unilaterally announced that all UK Horizon 2020 projects will be protected until the end of December 2019 even in the event of a No Deal. That means all activity and expenditure on Triangulum and Synchronicity for their full life should be secure. However, GrowGreen continues beyond December 2019 so we have identified funds profiled beyond that date as at risk. The UK Government have though made a commitment to underwrite all UK H2020 projects for their full duration so this is a low risk provided that underwriting remains in place and is agreed with the EC.</p> <p>The UK Government have this week updated their guidance for the Interreg and URBACT programmes. Whilst the UK Government has said it would also underwrite those programmes, they have now advised that in the event of No Deal the UK would cease to be an eligible participant country and</p>	Carol Culley Janice Gotts

			<p>therefore, in the event of No Deal those funds are at risk despite the Government underwrite.</p> <p>Based on this advice we have adjusted the at risk amounts accordingly. In summary, For URBACT and Interreg we are calculating that all grant not claimed by 31 January is at risk and or H2020 we are calculating only grant to be incurred and claimed after the 31 December 2019 is at risk.</p> <p>A revised total of £1,090,370. The previous amount was £2.8m which we rounded to £3m for R&G report.</p> <p>Caveat on this is that things remain unclear at national level with a general Election and change of Government possible which could affect the Government underwriting commitment for GrowGreen although I would think it unlikely that any new Government would seek to penalise UK research projects like GrowGreen and not retain that commitment.</p>	
7 March 2019	RGSC/19/20 Our Manchester - financial impact on decision making and business planning	To recommend that a one-page document is produced, similar to that available in Wigan, that clearly communicates with residents the Our Manchester approach and expectations.	This recommendation forms part of the Campaigning engagement framework which is to be presented for sign off to Cllr Sue Murphy on 4 July 2019 and subsequently the Leader.	

7 March 2019	RGSC/19/20 Our Manchester - financial impact on decision making and business planning	To recommend that analysis of the development and empowerment of those front line staff who regularly engage with residents, across a range of services is undertaken.	A response to this recommendation will be provided to Committee Members in due course	
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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 **1 May 2019**, 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.

Chief Executive

Corporate Core					
Subject/Decision	Decision Maker	Decision Due Date	Consultation	Background Documents	Officer Contact
National Taekwondo Centre 2018/10/19A Enter into a 39 year lease	Chief Executive	Not before 1st Nov 2018		Briefing Note and Heads of Terms	Richard Cohen r.cohen@manchester.gov.uk

with Sport Taekwondo UK Ltd for areas within the building.					
Liquid Logic 2018/01/08A The approval of additional capital spend for the purpose of completing the implementation of the new social care system.	City Treasurer	Not before 1st Feb 2019			Bob Brown, Chief Information Officer bob.brown@manchester.gov.uk
CCTV Code of Practice 2018/12/18C To approve the updated Manchester City Council CCTV Code of Practice.	Executive	13 Feb 2019		Report to the Executive	Fiona Ledden, City Solicitor fiona.ledden@manchester.gov.uk
To adopt a revised and updated Ethical Procurement Policy 2019/02/01A To incorporate into the Policy the Unite Construction Charter (to put into effect the resolution of the Council on a Motion considered on 30 January 2019), and any other	Executive	13 Mar 2019		Draft of the proposed revised Ethical Procurement Policy, copy of the Construction Charter agreed with Unite, officers' report.	Ian Brown i.brown@manchester.gov.uk

revisions necessary.					
TC993 - Manchester Active Membership Scheme and Integration Hub 2019/02/01D Introduce a new city-wide membership reporting ICT solution (MCRactive).	City Treasurer	Not before 1st Jun 2019		Report and Recommendation	Bob Brown, Chief Information Officer bob.brown@manchester.gov.uk
TC821 - Framework for the supply of Desktop Hardware 2019/03/01A The Council is looking for a supplier not only for the supply of desktop hardware and peripherals but to also support in the development and deployment of the ongoing end user device strategy.	City Treasurer	Not before 1st Apr 2019		Report and Recommendation	Mike Worsley mike.worsley@manchester.gov.uk
Strategic Land and Building Acquisitions Ref: 15/003 The approval of capital expenditure for the purpose of the strategic acquisition of land and buildings.	City Treasurer	Not before 1st Mar 2018		Business Case	Eddie Smith, Strategic Director (Development) e.smith@manchester.gov.uk

Collyhurst Regeneration Ref: 15/005 The approval of capital expenditure for land and buildings in Collyhurst.	City Treasurer	Not before 1st Mar 2019		Business Case	Eddie Smith, Strategic Director (Development) e.smith@manchester.gov.uk
Depots Programme Ref: 15/007 The approval of capital expenditure on the council's depots.	City Treasurer	Not before 1st Mar 2019		Business Case	Julie McMurray j.mcmurray@manchester.gov.uk
Leisure Services - External Ref: 2016/02/01C The approval of capital expenditure on external Leisure Services land and buildings.	City Treasurer	Not before 1st Mar 2019		Business Case	Lee Preston l.preston2@manchester.gov.uk
Capital Investment in schools Ref: 2016/02/01D The approval of capital expenditure in relation to the creation of school places through new builds	City Treasurer	Not before 1st Mar 2019		Business Case	Amanda Corcoran, Director of Education a.corcoran@manchester.gov.uk

or expansions.					
Carbon Reduction Programme Ref:2017/06/30C The approval of Capital Spend in order to achieve a reduction in carbon emissions.	City Treasurer	Not before 1st Mar 2019		Business Case	Julie McMurray j.mcmurray@manchester.gov.uk
Estates Transformation Ref:2017/06/30D The approval of capital spend to ensure that the operational estate is fit for purpose.	City Treasurer	Not before 1st Mar 2019		Business Case	Julie McMurray j.mcmurray@manchester.gov.uk
Peterloo Memorial Ref: 2018/10/04D The approval of capital expenditure in relation to the creation of the Peterloo Memorial.	City Treasurer	Not before 1st Mar 2019		Business Case	Dave Carty d.carty@manchester.gov.uk

House and Institute of Sport Ref: 2018/10/17A To undertake feasibility works around the National Squash Centre and Athletics Arena in advance of development of MMU – Institute of Sport and Council’s House of Sport. Feasibility works £1.5m (Council contribution £450k, MMU £1.05m).	City Treasurer	Not before 1st Mar 2019		Business Case	Richard Cohen r.cohen@manchester.gov.uk
Silver Offices Refurbishment (located at One Central Park) Ref: 2017/07/18B Capital expenditure approval for the cost of refurbishment works at part of the facility.	City Treasurer	Not before 1st Mar 2019		Reports to the Executive and Full Council dated 28 June 2017	Ken Richards k.richards@manchester.gov.uk
Civic Quarter Heat Network Ref: 2019/02/20D The approval of capital expenditure in relation to	City Treasurer	Not before 20th Mar 2019		Business Case	Eddie Smith, Strategic Director (Development) e.smith@manchester.gov.uk

the creation of low carbon Energy Centre.					
TC969 - Provision of LAN AND WLAN Ref: 2019/03/01E MCC requires a delivery partner to refresh the hardware in the Comms Rooms and to design, test and implement a fit for purpose Software Defined LAN and Wifi.	City Treasurer	Not before 1st May 2019		Report and Recommendation	Andrew Blore a.blore@manchester.gov.uk
TC986 - SAP SUPPORT AND MAINTENANCE Ref: 2019/03/01F To provide support to the SAP team in order to resolve incidents.	City Treasurer	Not before 1st May 2019		Report and Recommendation	Mike Worsley mike.worsley@manchester.gov.uk
Provision of Telephony / Unified Communications Ref: 2019/03/01G To seek approval to award a contract to a single supplier for the provision of Telephony / Unified Communications across the	City Treasurer	Not before 1st May 2019		Confidential Contract Report with Recommendations	Bob Brown, Chief Information Officer bob.brown@manchester.gov.uk

Council.					
Wide Area Network provision Ref: 2019/03/01L To appoint a supplier to provide our Wide Area Network Solution.	City Treasurer	Not before 29th Mar 2019		Report and Recommendation.	Bob Brown, Chief Information Officer bob.brown@manchester.gov.uk
Heron House Ref: 2019/03/01P Disposal by Leasehold of office accommodation at Heron House.	Chief Executive	Not before 1st Apr 2019		Briefing Note and Heads of Terms	Richard Cohen r.cohen@manchester.gov.uk
Northwards Housing 2019-20 Capital Programme Ref: 2019/03/05C The approval of capital expenditure on Northwards Housing Capital Programme funded from the HRA. To approve capital expenditure on Northwards Housing Capital Programme funded from the	City Treasurer	Not before 5th Apr 2019		Checkpoint 4 Business Case	Ian Runacres i.runacres@manchester.gov.uk

HRA.					
Metroshuttle Funding Ref: 2019/03/12A <p>To finalise and agree the terms for a new funding agreement with Transport for Greater Manchester for the City Council funding contribution towards the Metroshuttle costs.</p>	Executive Member for Finance and Human Resources, City Treasurer, City Solicitor	Not before 12th Apr 2019		Funding agreement and Executive Report.	Paul Hindle p.hindle@manchester.gov.uk
Manchester Active Annual Contract Renewal 2020 Ref:2019/04/02B <p>To consider the renewal of the contract for the delivery of the Manchester Sport and Leisure Strategy.</p>	City Treasurer	Not before 1st Jan 2020		Contract report and performance report for the 2019/20 annual contract.	Rebecca Livesey r.livesey@mcractive.com
TC1015 - CivicaPay Migration from PARIS Ref: 2019/04/02C <p>To upgrade the current Payments solution to CivicaPay. A fully hosted solution as part of a fully managed service.</p>	City Treasurer	Not before 2nd May 2019		Report and Recommendation	Julie Price j.price2@manchester.gov.uk,

<p>TC447 - Contract for a Bill Payment Service via Post Office Counters (and other Outlets)</p> <p>Ref: 2019/04/12B</p> <p>To appoint a supplier to provide a Bill Payment Service via Post Office Counters (and other Outlets).</p>	Deputy Chief Executive, City Treasurer	Not before 12th May 2019		Report and Recommendation	Julie Price j.price2@manchester.gov.uk,
<p>Wide Area Network (WAN) Replacement</p> <p>Ref: 2019/04/12D</p> <p>The approval of capital expenditure on the procurement and implementation of an updated WAN for MCC, delivering adequate and appropriate bandwidth for all sites.</p>	City Treasurer	Not before 12th May 2019		Checkpoint 4 Business Case	Bob Brown, Chief Information Officer bob.brown@manchester.gov.uk

<p>TC1013 - A Facilities Management Service for Manchester Creative Digital Assets Ltd (MCDA)</p> <p>Ref: 2019/04/16A</p> <p>MCDA are seeking an innovative and customer-facing Facility Management organisation to provide Facilities Management services on behalf of MCDA at the following Manchester City Council owned sites:</p> <ul style="list-style-type: none"> • The Sharp Project • Space Studios Manchester & • One Central Park 	City Treasurer	Not before 16th May 2019		Report and Recommendation	Leon Phillip, l.phillip@manchester.gov.uk
<p>Refurbishment of Alexandra House and Hulme High Street underground car park.</p> <p>Ref: 2019/05/17A</p> <p>Approval of capital expenditure to refurbish assets owned by Manchester City Council – Alexandra House and the underground public car park</p>	Strategic Director (Development)	Not before 17th Jun 2019		Business case and contract documentation	Richard Munns r.munns@manchester.gov.uk

off Hulme High Street.					
The Manchester College property, Ashley Lane, Moston. Ref: 2019/05/21A Approval of Capital Expenditure for the acquisition of the property and future demolition.	City Treasurer	Not before 21st Jun 2019		Checkpoint 4 Business Case	Nick Mason n.mason@manchester.gov.uk
Telephony Systems Replacement. Ref: 2019/05/21D The approval of capital expenditure for replacement telephony systems for Manchester City Council.	City Treasurer	Not before 21st Jun 2019		Checkpoint 4 Business Case	Carol Culley, City Treasurer (Deputy Chief Executive) carol.culley@manchester.gov.uk
Velodrome. Ref: 2019/05/21E The approval of capital expenditure on the feasibility of essential priority works to ensure continuity of service delivery.	City Treasurer	Not before 21st Jun 2019		Checkpoint 4 Business Case	Neil Fairlamb N.Fairlamb@manchester.gov.uk

Strategic land and buildings acquisition Ref: 2019/06/03A The approval of capital expenditure for the purpose of the strategic acquisition of land and buildings.	City Treasurer	Not before 3rd Jul 2019		Checkpoint 4 Business Case Briefing Note	Richard Cohen r.cohen@manchester.gov.uk
Strategic land and buildings acquisition Ref: 2019/06/03B The approval of capital expenditure for the purpose of the strategic acquisition of land and buildings.	City Treasurer	Not before 3rd Jul 2019		Checkpoint 4 Business Case & Briefing Note	Richard Cohen r.cohen@manchester.gov.uk
Strategic land and buildings acquisition Ref: 2019/06/03C The approval of capital expenditure for the purpose of the strategic acquisition of land and buildings.	City Treasurer	Not before 1st Mar 2020		Checkpoint 4 Business Case & Briefing Note	Richard Cohen r.cohen@manchester.gov.uk

Highways					
Airport Car Park Investment Ref: 2018/12/14B The approval of capital spend for the purpose of an investment into further development at the Airport.	City Treasurer	Not before 1st Jan 2019		Business Case	Carol Culley, City Treasurer, (Deputy Chief Executive) carol.culley@manchester.gov.uk

Decisions that were taken before the publication of this report are marked * (none)

3. Resources and Governance Scrutiny Committee - Work Programme – June 2019

Tuesday 18 June 2019, 10.00am PLEASE NOTE NEW DATE AND TIME OF THE MEETING**
(Report deadline Friday 7 June 2019)

Theme – Capital Programme

Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Call In – Joint Venture agreement with NCP	To consider the Call in from Cllr Wheeler in relation to the decision taken by the Chief Executive to extend the existing arrangement with NCP to manage and maintain those car parks listed in the JV Agreement which is due to end in June 2019, for an 18 month period, (i.e. to the end of December 2020) with the ability to further extend the agreement for a further six months on a rolling basis if necessary, pending completion of the review of the future strategy for surface and multi-storey car parks	Cllr Stogia (Exec Member for Highways, Planning and Transport)	Joanne Roney Steve Robinson	
Review of the Council's Capital Outturn position and Revised Capital Programme for 2019/20	To receive an update on the outturn for capital expenditure and financing for 2018/19, and in particular:- <ul style="list-style-type: none"> the major variations between the 2018/19 outturn and the capital budget report from February 2019; and 	Cllr Ollerhead (Exec Member for Finance and Human Resources)	Janice Gotts Carol Culley	

	<ul style="list-style-type: none"> the revised five-year capital programme for 2019/20 to 2023/24. 			
Update on Capital Projects	<p>To receive an update on the progress with a number of following Capital projects against the agreed costs:-</p> <ul style="list-style-type: none"> Manchester College The Factory Central Retail Park Life Sciences Development 	<p>Councillor Leese (Leader)</p> <p>Cllr Ollerhead (Exec Member for Finance and Human Resources)</p>	<p>Carol Culley</p> <p>Eddie Smith</p> <p>Jared Allen</p>	
Update on Highways Maintenance Capital projects	<p>To receive a report on the progress of Capital projects within Highways Maintenance, against the agreed costs</p>	<p>Cllr Stogia (Exec Member for Highways, Planning and Transport)</p> <p>Cllr Ollerhead (Exec Member for Finance and Human Resources)</p>	<p>Steve Robinson</p> <p>Carol Culley</p>	
Applying for 'Living Wage Foundation' accreditation	<p>To provide a further update on progress towards living wage accreditation and to seek the views of the committee and in particular in relation to the Council submitting a formal application to the Living Wage Foundation to become an accredited employer.</p>	<p>Cllr Ollerhead (Exec Member for Finance and Human Resources)</p>	<p>Fiona Ledden</p> <p>Janice Gotts</p>	

Strategic Acquisitions in the Northern Gateway	This report sets out the proposed approach to facilitating strategic land acquisitions within the Northern Gateway SRF area	Cllr Ollerhead (exec Member for Finance and Human Resources) Cllr Leese (Leader)	Eddie Smith Carol Culley	Will include a Part B report
Re-establishment of the Human Resources Sub Group	The report seeks the Committee's approval to re-establish the Human Resources Sub Group for the 2019/20 Municipal Year and agree its terms of reference.	Cllr Ollerhead (Exec Member for Finance and Human Resources)	Mike Williamson	
Re-establishment of the Ethical Procurement and Contract Management Sub Group	The report seeks the Committee's approval to re-establish the Ethical Procurement and Contract Management Sub Group for the 2019/20 Municipal Year and agree its terms of reference.	Cllr Ollerhead (Executive Member for Finance and Human Resources)	Mike Williamson	
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.		Mike Williamson	

Tuesday 18 July 2019, 10.00am **PLEASE NOTE NEW DATE AND TIME OF THE MEETING
(Report deadline Friday 7 July 2019)

Theme – Revenue Programme

Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
The Council' Revenue Outturn position	To receive a report on the Council's Revenue Outturn position as of July 2019.	Cllr Ollerhead (Exec Member for Finance and HR)	Carol Culley Janice Gotts	
In year budget position and delivery of savings and investment proposals mike	To receive a report that provides an update on the in year budget position and delivery of savings and forthcoming investment proposals	Cllr Ollerhead (Exec Member for Finance and HR)	Carol Culley Janice Gotts	
Income generation	To receive a report on income generating activities within the Council with a focus on what the Council proactively does to generate income, what more could be done in the future and what other models exist (eg municipal socialism)	Cllr Ollerhead (Exec Member for Finance and HR)	Carol Culley Janice Gotts	
Delivering the Our Manchester Strategy	This report provides an overview of work undertaken and progress towards the delivery of the Council's priorities as set out in the Our Manchester	Cllr Ollerhead (Exec Member for Finance and	Cllr Ollerhead	Deferred from 18 June 2019 meeting by the Committee at its Work Programme Session

	Strategy for those areas within the portfolio of the Executive Member for Finance and Human Resources	HR)		
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.		Mike Williamson	

Tuesday 3 September 2019, 10.00am **PLEASE NOTE NEW DATE AND TIME OF THE MEETING (Report deadline Thursday 22 August 2019) ** DUE TO AUGUST BANK HOLIDAY

Theme – To be determined

Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.		Mike Williamson	

Items to be Scheduled (Items highlighted in grey indicate that these have been included in the work plan of one of the above meetings)				
Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
ICT themed meeting	To be determined	Cllr Ollerhead (Exec Member for Finance and HR)	Ian Grant (Interim Director of ICT)	Date in 2019 to be confirmed
Property and Asset Management	To be focussed on the Council's Corporate Property Annual Report – full scope to be determined	Cllr Ollerhead (Exec Member for Finance and HR)	Eddie Smith Fiona Ledden	Date in 2019 to be confirmed
Revenue and Benefits Annual Report –	To receive the update on activities within the Council's Revenues and Benefits Team and to include a report on the financial impact of homelessness.	Cllr Ollerhead (Exec Member for Finance and HR)	Julie Price	Date in 2019 to be confirmed
Council Communications themed meeting	To be determined, possibly include:- Review of the Council's proposed communications plan for 2019/20 Review of the Council's Christmas Communications The Council's approach to consultation with Manchester residents The Council's approach to consultation with Manchester residents on its budget process for 2020 and beyond Update on how successful the Council has been in	Councillor Nigel Murphy (Deputy Leader) Cllr Ollerhead (Exec Member for Finance and HR)	Jen Green Fiona Ledden Carol Culley Janice Gotts Kate Waterhouse	Date to be confirmed

	communicating with staff on the requirements of GDPR			
Section 106 and the Councils associated financial obligations - update	<p>To receive a further update that includes:-</p> <p>The governance arrangements in the delivery of S106 agreements;</p> <p>Progress made following the Council motion passed in March 2018 on Transparent Viability Assessments;</p> <p>Practical examples of the delivery and spend of S106 funding</p> <p>The structure of consultation with Ward Councillors;</p> <p>Consideration of the use of CIL within the City Centre</p>	Councillor Nigel Murphy (Deputy Leader)	Eddie Smith Julie Roscoe	Date to be confirmed
The Factory Project – update	To receive an update on the progress of The Factory project against the agreed costs	Councillor Leese (Leader)	Eddie Smith Carol Culley	To receive update every quarter
Progress of spend against the Northern Gateway and Eastern Gateway programmes	To receive a report on the progress of spend against the Northern Gateway and Eastern Gateway programmes	<p>Councillor Leese (Leader)</p> <p>Councillor Ollerhead (Executive Member for Finance and Human Resources)</p>	Eddie Smith Carol Culley	Date to be confirmed – (see December 2018 minutes for background)