

**Manchester City Council  
Report for Information**

**Report to:** Resources and Governance Scrutiny Committee –  
8 October 2019

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

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**Wards Affected:** All

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**Contact Officer:**

Name: Mike Williamson  
Position: Team Leader- Scrutiny Support  
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E-mail: m.williamson@manchester.gov.uk

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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
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.	The Our Manchester Internal Officer Group is currently looking at this issue and will produce a response for the November meeting of the Committee	James Binks

18 June 2019	RGSC/19/30 Update on Highways Maintenance Capital projects	To request that the Director of Operations (Highways) provides the Committee with information as to whether the seven contractors have Trade Union recognition	A briefing note was circulated to Committee Members on 30 September 2019.	Steve Robinson
18 June 2019	RGSC/19/30 Update on Highways Maintenance Capital projects	To request that Committee Members are informed when a report on the former contractor for the Regent Road improvement works is taken to either the Audit or Neighbourhood and Environment Scrutiny Committee	A report is scheduled to be submitted to the Audit Committee on 15 October 2019	Tom Powell/Carol Culley
16 July 2019	RGSC/19/38 Revenue Budget Outturn 2018/19	To request that Members are provided with a briefing note on the number of vacancies that exist across all Directorates, including the grade of these positions and how long they have been vacant	A briefing note was circulated to Committee Members on 30 September 2019.	Janice Gotts/Shawwna Gleeson

16 July 2019	RGSC/19/39 Global Revenue Budget Monitoring to the end of May 2019	To request that the Executive Member for Finance and Human Resources provides Members with details of the contract between Redgate Holdings and the Council in respect of in-year allocations	A briefing note was circulated to Committee Members on 30 September 2019..	Janice Gotts/Heather Coates
3 Sept 2019	RGSC/19/44 Revenue and Benefits Annual Report	To request that the Members be provided with a briefing note on the number of properties that existed where the Council was unaware of who the owner was and the action it could take to obtain this information	A response this recommendation will be provided in due course.	Julie Price
3 Sept 2019	RGSC/19/44 Revenue and Benefits Annual Report	To request the Director of Homelessness provide a briefing note on the level of debt owed to the Council through the use of dispersed temporary accommodation and that this includes a comparison with Local Housing Allowance rates on a ward basis.	The Director of Homelessness has confirmed he will produce a response for the November meeting of the Committee	Mike Wright

3 Sept 2019	RGSC/19/45 The impact of the Welfare Reform agenda on the Council's finances and its ability to provide support to residents of Manchester	To request that the Director of Customer Services and Transactions contacts Registered Providers for more information on how they can maximise direct rental payments for those tenants on UC	A response this recommendation will be provided in due course.	Julie Price
3 Sept 2019	RGSC19/48&50 Domestic Violence and Abuse Review	<p>To request that the Director of Homelessness provides Members with information on:-</p> <ul style="list-style-type: none"> <li>• how quickly support was accessible by individuals placed in dispersed accommodation;</li> <li>• when the strategic review was intended to be fully scoped; and</li> <li>• the projected timescale for the strategic review to be completed and anticipated costs.</li> <li>• Who will be involved in the review; and</li> <li>• The budget provision afforded to the review</li> </ul>	The Director of Homelessness has confirmed he will produce a response for the November meeting of the Committee	Mike Wright Fiona Worrall Nicola Rea

## 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 September 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

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

Ltd for areas within the building.					
<p><b>TC821 - Framework for the supply of Desktop Hardware 2019/03/01A</b></p> <p>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.</p>	City Treasurer (Deputy Chief Executive)	Not before 1st Apr 2019		Report and Recommendation	Mike Worsley mike.worsley@manchester.gov.uk
<p><b>Collyhurst Regeneration Ref: 15/005</b></p> <p>The approval of capital expenditure for land and buildings in Collyhurst.</p>	City Treasurer (Deputy Chief Executive)	Not before 1st Mar 2019		Business Case	Eddie Smith, Strategic Director (Development) e.smith@manchester.gov.uk
<p><b>Leisure Services - External Ref: 2016/02/01C</b></p> <p>The approval of capital expenditure on external Leisure Services land and buildings.</p>	City Treasurer (Deputy Chief Executive)	Not before 1st Mar 2019		Business Case	Lee Preston l.preston2@manchester.gov.uk

<p><b>Capital Investment in schools Ref: 2016/02/01D</b></p> <p>The approval of capital expenditure in relation to the creation of school places through new builds or expansions.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 1st Mar 2019</p>		<p>Business Case</p>	<p>Amanda Corcoran, Director of Education a.corcoran@manchester.gov.uk</p>
<p><b>Carbon Reduction Programme Ref:2017/06/30C</b></p> <p>The Approval of Capital Spend in order to achieve a reduction in carbon emissions.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 1st Mar 2019</p>		<p>Business Case</p>	<p>Richard Munns r.munns@manchester.gov.uk</p>
<p><b>Estates Transformation Ref:2017/06/30D</b></p> <p>The approval of capital spend to ensure that the operational estate is fit for purpose.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 1st Mar 2019</p>		<p>Business Case</p>	<p>Richard Munns r.munns@manchester.gov.uk</p>
<p><b>Silver Offices Refurbishment (located at One Central Park) Ref: 2017/07/18B</b></p> <p>Capital expenditure approval for the cost of refurbishment works at part</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 1st Mar 2019</p>		<p>Reports to the Executive and Full Council dated 28 June 2017</p>	<p>Ken Richards k.richards@manchester.gov.uk</p>



of the facility.					
<p><b>TC969 - Provision of LAN AND WLAN 2019/03/01E</b></p> <p>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.</p>	City Treasurer (Deputy Chief Executive)	Not before 1st May 2019		Report and Recommendation	Andrew Blore a.blore@manchester.gov.uk
<p><b>TC986 - SAP SUPPORT AND MAINTENANCE 2019/03/01F</b></p> <p>To provide support to the SAP team in order to resolve incidents.</p>	City Treasurer (Deputy Chief Executive)	Not before 1st May 2019		Report and Recommendation	Mike Worsley mike.worsley@manchester.gov.uk
<p><b>Provision of Telephony / Unified Communications 2019/03/01G</b></p> <p>To seek approval to award a contract to a single supplier for the provision of Telephony / Unified Communications across the Council.</p>	City Treasurer (Deputy Chief Executive)	Not before 1st May 2019		Confidential Contract Report with Recommendations	Ian Grant, Interim Director of ICT ian.grant@manchester.gov.uk

<p><b>Wide Area Network provision 2019/03/01L</b></p> <p>To appoint a supplier to provide our Wide Area Network Solution.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 29th Mar 2019</p>		<p>Report and Recommendation.</p>	<p>Ian Grant, Interim Director of ICT ian.grant@manchester.gov.uk</p>
<p><b>Marginal Viability - Housing Infrastructure Fund, New Victoria Site 2019/03/01N</b></p> <p>The approval of capital expenditure of £10.5m awarded via the Government's Housing Infrastructure Marginal Viability Fund to enable delivery of a key strategic residential and commercial development scheme at New Victoria, developing 520 new homes in total.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 1st Apr 2019</p>		<p>Checkpoint 4 Business Case</p>	<p>Eddie Smith, Strategic Director (Development) e.smith@manchester.gov.uk</p>
<p><b>Heron House 2019/03/01P</b></p> <p>Disposal by Leasehold of office accommodation at Heron House.</p>	<p>Chief Executive</p>	<p>Not before 1st Apr 2019</p>		<p>Briefing Note and Heads of Terms</p>	<p>Richard Cohen r.cohen@manchester.gov.uk</p>

<p><b>Manchester Active Annual Contract Renewal 2020 2019/04/02B</b></p> <p>To consider the renewal of the contract for the delivery of the Manchester Sport and Leisure Strategy.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 1st Jan 2020</p>		<p>Contract report and performance report for the 2019/20 annual contract.</p>	<p>Rebecca Livesey r.livesey@mcractive.com</p>
<p><b>TC447 - Contract for a Bill Payment Service via Post Office Counters (and other Outlets) 2019/04/12B</b></p> <p>To appoint a supplier to provide a Bill Payment Service via Post Office Counters (and other Outlets).</p>	<p>Deputy Chief Executive, City Treasurer (Deputy Chief Executive)</p>	<p>Not before 12th May 2019</p>		<p>Report and Recommendation</p>	<p>Julie Price j.price2@manchester.gov.uk,</p>
<p><b>To report on changes to the Council's Allocations Scheme. 2019/04/25D</b></p> <p>To agree the changes to the Allocations Scheme.</p>	<p>Executive</p>	<p>16 Oct 2019</p>		<p>Revised Allocations Scheme</p>	<p>Martin Oldfield m.oldfield@manchester.gov.uk</p>

<p><b>The Manchester College property, Ashley Lane, Moston. 2019/05/21A</b></p> <p>Approval of Capital Expenditure for the acquisition of the property and future demolition.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 21st Jun 2019</p>		<p>Checkpoint 4 Business Case</p>	<p>Nick Mason n.mason@manchester.gov.uk</p>
<p><b>Strategic land and buildings acquisition 2019/06/03B</b></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 3rd Jul 2019</p>		<p>Checkpoint 4 Business Case &amp; Briefing Note</p>	<p>Richard Cohen r.cohen@manchester.gov.uk</p>
<p><b>Strategic land and buildings acquisition 2019/06/03C</b></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 Mar 2020</p>		<p>Checkpoint 4 Business Case &amp; Briefing Note</p>	<p>Richard Cohen r.cohen@manchester.gov.uk</p>

<p><b>Early Years &amp; Education System (EYES) Implementation</b></p> <p>The approval of capital and revenue expenditure for the implementation of the Liquidlogic EYES module and migration of data from the current system (ONE provided by Capita) to EYES</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 1st Jul 2019</p>		<p>Checkpoint 4 business case</p>	<p>Ross Milhench r.milhench@manchester.gov.uk</p>
<p><b>House of Sport (2019/07/26A)</b></p> <p>Remodelling of the Regional Athletics Arena/National Squash Centre to incorporate and accommodate the relocation of sports and related institutions to be known as the House of Sport.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 3rd Oct 2019</p>		<p>Report to Executive (Eastlands Regeneration Framework – 13.12.17, 25.07.18 (update), 25.07.19) Eastlands Update Executive Report – 11.09.19 &amp; Full Council 02.10.19</p>	<p>Richard Cohen r.cohen@manchester.gov.uk</p>
<p><b>Manchester Regional Arena - Indoor &amp; Outdoor Athletics Track Replacement (2019/08/01A)</b></p> <p>The approval of capital</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 30th Sep 2019</p>		<p>Checkpoint 4 Business Case</p>	<p>Neil Fairlamb N.Fairlamb@manchester.gov.uk</p>

expenditure for the refurbishment works on both the indoor and outdoor athletics tracks at Manchester Regional Arena.					
<p><b>CCTV System Replacement (2019/08/19A)</b></p> <p>To appoint a supplier to replace the Council's CCTV operating system and associated storage servers.</p>	City Treasurer (Deputy Chief Executive)	Not before 1st Nov 2019		Confidential Contract Report with recommendation	Danny Holden d.holden1@manchester.gov.uk
<p><b>Fire Risk Assessment (FRA) in Low Rise Properties, retirement properties and offices (2019/09/12A)</b></p> <p>The approval of capital expenditure for works identified from FRAs completed by consultants on low rise flats and low rise retirement blocks managed by Northwards Housing, as well as office accommodation.</p>	City Treasurer (Deputy Chief Executive)	Not before 11th Oct 2019		Checkpoint 4 Business Case	Martin Oldfield m.oldfield@manchester.gov.uk

<p><b>OTH - Early Works (3) prior to Notice to Proceed (2019/09/12B)</b></p> <p>Approval to spend Capital Budget on Early Works</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 11th Oct 2019</p>		<p>Business Case Early Works (3) prior to Notice To Proceed</p>	<p>Jared Allen j.allen4@manchester.gov.uk</p>
<p><b>Section 22 Empty Homes Pilot Agreement with Mosscafe St Vincent's Housing Group (2019/09/23A)</b></p> <p>The approval of £2m capital expenditure from the Housing Affordability Fund for Section 22 Empty Homes Pilot Agreement with Mosscafe St Vincent's, to acquire, refurbish and sell empty homes/stock surplus to requirement to first time buyers/owner occupiers.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 22nd Oct 2019</p>		<p>Checkpoint 4</p>	<p>Martin Oldfield m.oldfield@manchester.gov.uk</p>
<p><b>Commercial Wharf Lease and Refurbishment (2019/09/24A)</b></p> <p>To enter into a lease for a term of 5 years and to complete a refurbishment of the property</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 31st Oct 2019</p>		<p>Draft Lease document and Checkpoint application</p>	<p>Julie Heslop julie.heslop@manchester.gov.uk</p>

Highways					
<p><b>A6 Stockport Road 2019/03/01K</b></p> <p>The approval of capital expenditure to provide additional lane width to the A6 Stockport Road and a cycle bus stop bypass.</p>	City Treasurer (Deputy Chief Executive)	Not before 29th Mar 2019		Checkpoint 4 Business Case	Steve Robinson, Director of Highways steve.robinson@manchester.gov.uk
<p><b>Hyde Road A57 Pinch Point Widening 0 2019/06/19A</b></p> <p>The approval of capital expenditure for the purpose of removing a pinch point in traffic flow on Hyde Road. The width of the carriageway will increase to accommodate two lanes of traffic.</p>	City Treasurer (Deputy Chief Executive)	Not before 19th Jul 2019		Checkpoint 4 Business Case	Steve Robinson, Director of Highways steve.robinson@manchester.gov.uk
<p><b>Hire of Highways Maintenance Plant Vehicles and Equipment TC1010 (2019/08/07B)</b></p> <p>To seek approval to award a Framework to multiple suppliers who can deliver Highways Maintenance</p>	City Treasurer (Deputy Chief Executive)	Not before 1st Nov 2019		Confidential Contract Report with recommendation	Brendan Taylor b.taylor1@manchester.gov.uk



Plant Vehicles and equipment.					
<p><b>Framework for The Supply of Dense Bituminous Macadam (DBM) &amp; Associated Products TC012 (2019/08/29B)</b></p> <p>To appoint more than one supplier to a framework for the supply Dense Bituminous Macadam (DBM) &amp; Associated Products</p>	City Treasurer (Deputy Chief Executive)	Not before 1st Nov 2019		Confidential Report and Recommendation	Robert Kelk, Procurement Manager r.kelk@manchester.gov.uk
<p><b>Hire of Highways Maintenance Plant Vehicles and Equipment TC1010 (2019/09/03B)</b></p> <p>To seek approval to award a Framework to multiple suppliers who can deliver Highways Maintenance Plant Vehicles and equipment.</p>	City Treasurer (Deputy Chief Executive)	Not before 1st Nov 2019		Confidential contract report with recommendation	Brendan Taylor b.taylor1@manchester.gov.uk
<p><b>Highways Maintenance Defect Repairs TC1039 (2019/09/03C)</b></p> <p>To seek approval to award</p>	City Treasurer (Deputy Chief Executive)	Not before 1st Nov 2019		Confidential contract report with recommendation	Steve Robinson, Director of Highways steve.robinson@manchester.gov.uk

<p>a Contract to one supplier to undertake a backlog of all current highway defect repairs</p>					
<p><b>Surfacing of Carriageways - TC040 (2019/09/11B)</b></p> <p>To seek approval to award a Framework agreement to 3 suppliers to undertake the re-surfacing of carriageways within the Manchester boundaries.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 2nd Dec 2019</p>		<p>Confidential Contract Report with Recommendation</p>	<p>Steve Robinson, Director of Highways steve.robinson@manchester.gov.uk</p>
<p><b>Proprietary treatments to Carriageways &amp; Footways TC041 (2019/09/11D)</b></p> <p>To seek approval to award a Framework agreement to 4 suppliers to provide proprietary treatments to carriageways and footways within the Manchester boundaries</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 2nd Dec 2019</p>		<p>Confidential contract report and recommendation</p>	<p>Steve Robinson, Director of Highways steve.robinson@manchester.gov.uk</p>

Children and Families					
<p><b>Extra Care - Russell Road LGBT Project 2019/03/01H</b></p> <p>The approval of capital expenditure on the City's Extra Care Programme to develop new build extra care units which will be in the ownership of MCC.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 1st Mar 2019</p>		<p>Checkpoint 4 Business Case</p>	<p>Steve Sheen s.sheen@manchester.gov.uk</p>
<p><b>Extra Care - Millwright Street Project 2018/03/01I</b></p> <p>The approval of capital expenditure on the City's Extra Care Programme to develop new build extra care units which will be in the ownership of MCC.</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 1st Mar 2019</p>		<p>Checkpoint 4 Business Case</p>	<p>Steve Sheen s.sheen@manchester.gov.uk</p>
Adults Social Care and Health					
<p><b>TC1041 - TEC Phase 1 - Falls protection / Panic Alarm and GPS Tracking (2019/08/23A)</b></p> <p>To appoint a supplier to provide falls protection /</p>	<p>City Treasurer (Deputy Chief Executive)</p>	<p>Not before 1st Oct 2019</p>		<p>Report and Recommendation</p>	<p>Nicky Parker n.parker@manchester.gov.uk</p>

panic alarms with GPS Tracking.					
<p><b>TC1042 - TEC Phase 1 - Movement and Environmental Sensors that analyse and sense those at risk of falling (2019/08/23B)</b></p> <p>To appoint a supplier to provide movement and environmental sensors that analyse and sense those at risk of falling</p>	City Treasurer (Deputy Chief Executive)	Not before 1st Oct 2019		Report and Recommendation	Nicky Parker n.parker@manchester.gov.uk
<p><b>TC1043 - TEC Phase 1 - Movement and Environmental Sensors that analyse movement patterns (2019/08/23C)</b></p> <p>To appoint a supplier to provide movement and environmental sensors that analyse movement patterns.</p>	City Treasurer (Deputy Chief Executive)	Not before 1st Oct 2019		Report and Recommendation	Nicky Parker n.parker@manchester.gov.uk
<p><b>TC1044 - TEC Phase 1 - Movement and sensors that allows remote physio (2019/08/23D)</b></p> <p>To appoint a supplier to</p>	City Treasurer (Deputy Chief Executive)	Not before 1st Oct 2019		Report and Recommendation	Nicky Parker n.parker@manchester.gov.uk

provide movement sensors to allow remote physio					
<b>TC1045 - TEC Phase 1 - Falls Prevention (2019/08/23E)</b>  To appoint a supplier to provide specialist ICT equipment that prevents falls in the home	City Treasurer (Deputy Chief Executive)	Not before 1st Oct 2019		Report and Recommendation	Nicky Parker n.parker@manchester.gov.uk
<b>TC1046 - TEC Phase 1 - TEC Digital Platform (2019/08/23F)</b>  To appoint a supplier to create a central database to collate and analyse the data received from the TEC devices.	City Treasurer (Deputy Chief Executive)	Not before 1st Oct 2019		Report and Recommendation	Nicky Parker n.parker@manchester.gov.uk
<b>Education and Skills</b>					
<b>Q20347 Consultant for EYES data Migration. 2019/04/25A</b>  Contract is to support Manchester City Council with the migration of their Education Management System away from Capita	City Treasurer (Deputy Chief Executive)	Not before 1st Jun 2019		Report and Recommendation	John Nickson j.nickson@manchester.gov.uk

One towards the Liquidlogic EYES solution.				
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**Decisions that were taken before the publication of this report are marked \* (none)**

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

Tuesday 8 October 2019, 10.00am (Report deadline Friday 27 September 2019)				
Theme – ICT update, Corporate Core Transformation Programme and Management of staff performance/misconduct				
Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
ICT update	To provide an update on work around resiliency for Manchester's IT network and service, including the Data Centre project, and to outline the work being undertaken to refresh the corporate IT strategy	Cllr Ollerhead (Exec Member for Finance and HR)	Ian Grant	
Government Spending Review	To receive a report that outlines the key headlines following the announcement of the Governments 1 year Spending Review on 9 August 2019	Cllr Ollerhead (Exec Member for Finance and HR)	Carol Culley/Janice Gotts	
Corporate Core Transformation Programme update	To receive an update on the progress of the Council's Corporate Core Transformation programme.	Cllr Ollerhead (Exec Member for Finance and HR)	Carol Culley	
Management of staff performance and misconduct update	To receive an update on how the Council manages staff performance and underperformance, and the steps that are taken to address misconduct	Cllr Ollerhead (Exec Member for Finance and HR)	Helen Grantham	

	by staff. This report will include data on staff suspensions.			
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 5 November 2019, 10.00am  
(Report deadline Friday 25 October 2019)**

**Theme – Property and Asset Management**

<b>Item</b>	<b>Purpose</b>	<b>Executive Member</b>	<b>Strategic Director / Lead Officer</b>	<b>Comments</b>
Corporate Property Annual Report	To receive the Corporate Property Annual Report, which is to include:- <ul style="list-style-type: none"> <li>• Scrutiny of the Council's Asset Management strategy (whole life cycle cost and maintenance including public real)</li> <li>• Governance of land transfers and Community Asset Transfers</li> </ul>	Cllr Ollerhead (Exec Member for Finance and HR)	Eddie Smith Richard Munns	
Section 106 and the Councils associated financial obligations - update	To receive a report that provides an update on:- <ul style="list-style-type: none"> <li>• The governance arrangements in the delivery of S106 agreements;</li> <li>• Progress made following the Council motion passed in March 2018 on Transparent Viability Assessments;</li> <li>• Practical examples of the delivery and spend of S106 funding</li> <li>• The structure of consultation with Ward Councillors;</li> </ul>	Cllr Stogia (Exec Member for Environment, Planning and Transport)	Eddie Smith Julie Roscoe	

	<ul style="list-style-type: none"> <li>• Consideration of the use of CIL within the City Centre</li> </ul>			
The Factory Project – update	To receive an update on the progress of The Factory project against the agreed costs	Councillor Leese (Leader)	Eddie Smith Jared Allen	Committee to undertake a site visit to the site prior to the meeting
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	Councillor Leese (Leader)  Cllr Ollerhead (Exec Member for Finance and HR)	Eddie Smith Carol Culley	
Capital Requirements and Anticipated Borrowing	<p>To receive a report on how much the Council has self- borrowed over the last 3 years to fund the capital programme.</p> <p>The report will cover:-</p> <ul style="list-style-type: none"> <li>• What our annual repayments to ourselves have been;</li> <li>• What our current expectations are for capital borrowing going forward;</li> <li>• What the approximate interest rate expectations are;</li> <li>• What the durations of the loans are likely to be; and</li> <li>• How those repayments are likely to</li> </ul>	Cllr Ollerhead (Exec Member for Finance and HR)	Carol Culley Janice Gotts	

	look for the next 5-10 years			
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 December 2019, 10.00am (Report deadline Friday 22 November 2019)**

**Theme – To be determined**

<b>Item</b>	<b>Purpose</b>	<b>Executive Member</b>	<b>Strategic Director / Lead Officer</b>	<b>Comments</b>
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 7 January 2020, 10.00am (Report deadline Friday 20 December 2019)**

**Theme – To be determined**

<b>Item</b>	<b>Purpose</b>	<b>Executive Member</b>	<b>Strategic Director / Lead Officer</b>	<b>Comments</b>
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
Income Generation	To receive a more detailed report on income generation across key areas of the Council and include:- <ul style="list-style-type: none"> <li>• responses to queries around the shortfall in actual income for 2018/19 and the projected level of income to be generated in 2019/20 for Legal and Democratic Services;</li> <li>• future opportunities connected to innovative income opportunities;</li> <li>• distinctions between the amount of income generated from cores services the Council provides for social reasons and those it provides solely to make profit; and</li> <li>• what other local authorities are doing around income generation which the Council could possibly look to emulate</li> </ul>	Cllr Ollerhead (Exec Member for Finance)	Carol Culley Fiona Ledden	Date to be confirmed  Requested at RGSC meeting on 16 July 2019  (see minute RGSC/19/40)
Council Communications themed meeting	To include:- <ul style="list-style-type: none"> <li>• Review of the Council's communications plan for 2019/20;</li> <li>• Review of the Council's Christmas 2019 Communications plan;</li> <li>• The Council's approach to consultation with Manchester residents;</li> </ul>	Councillor Nigel Murphy (Deputy Leader)  Cllr Ollerhead (Exec Member for Finance)	Jen Green Fiona Ledden Carol Culley Janice Gotts Kate Waterhouse	Date to be confirmed  Potentially December 2019

	<ul style="list-style-type: none"> <li>• The Council's approach to consultation with Manchester residents on its budget process for 2020 and beyond; and</li> <li>• Update on how successful the Council has been communicating with staff on the requirements of GDPR.</li> </ul>	and HR)		
HR Workforce themed meeting	<p>To include:-</p> <ul style="list-style-type: none"> <li>• Scrutiny of equalities within the workforce;</li> <li>• BHeard survey 2018 results and outcomes; and</li> <li>• Case and performance management (including the management of staff suspension)</li> </ul>	Cllr Ollerhead (Exec Member for Finance and HR)	Helen Grantham	<p>Date to be confirmed</p> <p>Potentially February 2020</p>
The Council's Budget and Business Planning Process for 2020/21 and beyond	<p>To include:-</p> <ul style="list-style-type: none"> <li>• An update on national process (Spending Review, Autumn Statement and Finance Settlement, Fairer Funding and Business Rates Reform);</li> <li>• Lobbying work carried out by the council;</li> <li>• Review of business plans/proposals under the committee's remit,</li> <li>• The Council Tax and Business Rates key decision reports; and</li> <li>• The equalities impact of council budget decisions.</li> </ul>	Cllr Ollerhead (Exec Member for Finance and HR)	Carol Culley Janice Gotts	Date to be confirmed
State of the City 2019	To receive the State of the City report 2019	Cllr Leese (Leader)	TBC	Date to be confirmed
GMCA Governance and Public Sector Reform	To receive an update on what is being delivered for the City through these arrangements	Cllr Leese (Leader)	TBC	Date to be confirmed