

**Manchester City Council  
Report for Information**

**Report to:** Resources and Governance Scrutiny Committee –  
8 November 2018

**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:**

Name: Mike Williamson  
Position: Team Leader- Scrutiny Support  
Telephone: 0161 234 3071  
E-mail: m.williamson@manchester.gov.uk

---

**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
4 Jan 2018	RGSC/18/03 The Council's Operational Property Strategy	<p>To request that Ward Members are provided with a briefing of the services to be delivered from the 12 multi-disciplinary Place Based Hubs which their residents will access</p> <p>To request an item of information on the cost comparisons of modular hubs at Hammerstone Road as opposed to a change of use of the existing building</p>	<p>A response to this recommendation has been requested and will be reported back once received.</p> <p>Information to be provided to Members as soon as possible</p>	<p>Carolyn Kus/David Regan/Nikki Parker</p> <p>Eddie Smith/ Richard Munns</p>
21 June 2018	RGSC/18/28 Health and Social Care Governance and Budget arrangements	To request that the Executive Member for Adults, Health and Wellbeing provide all members of the Council with an information fact sheet as to how Councillors can engage with the scrutiny of the integrated health and social care arrangements by various bodies both locally and at a GM level	Information to be provided to Members as soon as possible	Cllr Craig

		To request Officers provide information to all members of the Council on VCS funding available from MHCC and how this can be accessed	Information to be provided to Members as soon as possible	Ed Dyson
6 September 2018	RGSC/18/45 Revenue and Benefits Unit - Annual Report 2018/18	To request that Officers provide the Committee with more appropriate information on the banding of new properties being built in and across the city	A response to this recommendation has been requested and will be reported back once received	Julie Price
6 September 2018	RGSC/18/47 Blacklisting	To request that the City Solicitor provides a view on whether there is a contradiction within the Council's self-cleaning regime as identified by the Committee	A response to this recommendation has been requested and will be reported back once received	Fiona Ledden
11 October 2018	RGSC/18/55 Delivering Equalities through the Council's spending decisions, decision making and monitoring processes	To request that a completed EIA is submitted as part of the budget reports planned for the Committees meeting in December in order to help determine if any further scrutiny on this subject is required	This recommendation will be actioned at Decembers meeting	Carol Culley/Janice Gotts

## 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 **26 October 2018**, 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.

### Directorate - Corporate Core

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Strategic Land Acquisition Ref: 15/003	The approval of capital expenditure for the purpose of the strategic acquisition of land.	City Treasurer	March 2018 or later	Gateway 5 (procurement document)	Sean McGonigle 0161 234 4821 s.mcgonigle@manchester.gov.uk
Collyhurst Regeneration Ref: 15/005	The approval of capital expenditure for land and buildings in Collyhurst.	City Treasurer	March 2018 or later	Gateway 5 (procurement document)	Sean McGonigle 0161 234 4821 s.mcgonigle@manchester.gov.uk

<b>Decision title</b>	<b>What is the decision?</b>	<b>Decision maker</b>	<b>Planned date of decision</b>	<b>Documents to be considered</b>	<b>Contact officer details</b>
Depots Programme Ref: 15/007	The approval of capital expenditure on the council's depots.	City Treasurer	March 2018 or later	Gateway 5 (procurement document)	Julie McMurray Tel: 0161 234 6702 j.mcmurray@manchester.gov.uk
Factory Project Ref: 15/012	The approval of capital expenditure in relation to the creation of the Factory.	City Treasurer	March 2018 or later	Gateway 5 (procurement document)	Dave Carty 0161 219 6501 d.carty@manchester.gov.uk
Allocation of Central Contingencies/ Reserves Ref: 15/023	To fund currently unplanned expenditure or expenditure the exact amount of which has yet to be determined.	The Executive	March 2018 or later	Report to the Executive as part of the Global Monitoring Report	Carol Culley 0161 234 3590 carol.culley@manchester.gov.uk
Allocations for General/Earmarked Reserves Ref: 15/024		The Executive	March 2018 or later	Report and recommendation	Carol Culley 0161 234 3590 carol.culley@manchester.gov.uk
Clean and Green Fund Ref: 15/025	Long-term improvements to cleanliness and environment of the city.	City Treasurer	March 2018 or later	Requests from Growth and Neighbourhoods Directorate	Carol Culley 0161 234 3590 carol.culley@manchester.gov.uk
Leisure Services – External  Ref: 2016/02/01C	The approval of capital expenditure.	City Treasurer	March 2018 or later	Gateway 5 procurement document	Lee Preston 07852957286 l.preston2@manchester.gov.uk
Capital Investment in schools	The approval of capital expenditure in relation to the creation of school places through	City Treasurer	January 2018 or later	Gateway 5 (procurement document)	Amanda Corcoran 0161 234 4314 a.corcoran@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Ref: 2016/02/01D	new builds or expansions.				
Our Manchester Strategy 2016-19 Ref: 2016/01/14	To adopt the "Our Manchester ICT Strategy 2016-19".	The Executive	March 2018 or later	Our Manchester ICT Strategy 2016-19	Bob Brown 0161 234 5998 bob.brown@manchester.gov.uk
Construction and Property Professional Services Framework (CAPPS) for the Capital Programmes and Property Dept.  Contract TC859 Ref: 2016/07/21	To seek approval to award Framework Agreements a range of professional services in connection with construction and property related matters. This will consist of 21 individual Framework Lots, each relating to a specific professional discipline, for the use of the Capital Programmes and Property Dept. Each will operate for 2 years with an option to extend for up to a further 2 years. The anticipated commencement dates for various Lots are phased between August and October 2016.	Chief Executive in consultation with the City Treasurer	Phased in batches of Lots according to priority, between September 2016 and September 2018 or later	Confidential contract report with recommendations and supporting documents.	John Finlay 0161 219 6530 j.finlay@manchester.gov.uk  Neil Davies 0161 234 3005 n.davies@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Provision of licenses for improved SAP provision  Ref: 2017/02/02A	To seek approval to award a contract to a single supplier for license provision allowing the Council access to an improved SAP interface.	City Treasurer in consultation with the Chief Executive	March 2018 or later	Confidential contract report with recommendations	Bob Brown 0161 234 5998 bob.brown@manchester.gov.uk  Michael Shields 0161 234 1009 <a href="mailto:m.shields@manchester.gov.uk">m.shields@manchester.gov.uk</a>
Carbon Reduction Programme  Ref:2017/06/30C	The Approval of Capital Spend in order to achieve a reduction in carbon emissions.	City Treasurer	March 2018 or later	Gateway 5	Julie McMurray Strategic Development 0161 219 6791 Mobile : 07950 790533 <a href="mailto:j.mcmurray@manchester.gov.uk">j.mcmurray@manchester.gov.uk</a>
Estates Transformation  Ref:2017/06/30D	The approval of capital spend to ensure that the operational estate is fit for purpose.	City Treasurer	March 2018 or later	Gateway 5	Julie McMurray Strategic Development 0161 219 6791 / 07950 790533 <a href="mailto:j.mcmurray@manchester.gov.uk">j.mcmurray@manchester.gov.uk</a>
Security Services (Contract TC888)  Ref:2017/09/04B	To seek approval to appoint a company/s for the provision of Security Services, covering all city requirements within Manchester.  The contract will be for a 3 year period with the option to extend for a further 2 years.	City Treasurer in consultation with the Chief Executive	March 2018 or later	Confidential contract report with recommendations	Steve Southern Head of Facilities Management Corporate Estates Team 0161 234 3683 <a href="mailto:s.southern@manchester.gov.uk">s.southern@manchester.gov.uk</a>  Colin Butterworth Senior Procurement Officer 0161 234 3434 <a href="mailto:c.butterworth@manchester.gov.uk">c.butterworth@manchester.gov.uk</a>

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Lincoln Square/Brazenose St  Ref: 2017/12/04A	To approve the signing of a collaboration agreement among landowners, as a precursor to the Council investing £1.2m of a total of £4.08m in a new public square and public realm.	City Treasurer	March 2018	Draft collaboration agreement  Draft public realm development plans  High level cost schedule	Pat Bartoli Head of City Centre Growth and Regeneration 0161 234 3329 p.bartoli@manchester.gov.uk
Greater Manchester Waste Disposal Authority (GMWDA) - GM Waste Disposal Levy Allocation Methodology and Approval of a Revised Levy Allocation Model  2017/12/13	Approve the revised GMWDA Levy Apportionment Methodology Agreement which is to be applied in full from 2019/20 and with transitional arrangements for 2018/19.	City Solicitor	March 2018	GMWDA Waste Management Levy Allocation Methodology (LAMA) Agreement	Fiona Worrall 0161 234 3926 f.worrall@manchester.gov.uk
Planned Preventative Maintenance (PPM) and reactive repairs          Ref:2018/01/31A	To seek approval to award a contract to a single supplier to carry out repairs to Public Buildings within Manchester	City Treasurer	August 2018	Confidential Contract Report with recommendation	Jared Allen Interim Director of Capital Programmes Tel: 0161 234 5683 j.allen4@manchester.gov.uk  Stephen Polese Procurement Officer 0161 234 3265 s.polese@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Extra Care Ref: 2018/02/1A	The approval of capital expenditure that will provide 72 new units as part of the City's Extra Care Programme	City Treasurer	March 2018 or later	Business Case	Steve Sheen 234 4115 s.sheen@manchester5.gov.uk
City Cycle Ambition Grant (CCAG1) Withington Village Ref: 2018/02/28B	The approval of capital expenditure to resurface the carriageway through Withington District Centre	City Treasurer	February 2018 or later	Business Case & Gateway 5	Kim Dorrington k.dorrington@manchester.gov.uk
Empty Homes Clusters Phase 2 Ref: 2018/02/28D	The approval of capital expenditure for the purchase and refurbishment of long term empty properties in North and East Manchester	City Treasurer	March 2018 or later	Business Case and Gateway 5 (procurement document)	Ian Runacres 0161 234 4953 i.runacres@manchester.gov.uk
Factory/St. John's Ref: 2017/12/12	Approval of the approach to delivery of Factory/St John's including all commercial and property transactions, contractual, delivery and operational arrangements together with capital funding arrangements and all ancillary agreements	Chief Executive	March 2018	Will include legal agreements relating to the delivery of both Factory and St. John's developments including property transactions, delivery and operational arrangements, the Management and Works contracts	Dave Carty

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
				and all associated ancillary agreements	
Manchester Health and Care Commissioning Pooled Budget Arrangements  Ref: 2018/03/15/A	To finalise and agree the Section 75 agreement between the Council and the Manchester Clinical Commissioning Group to enter into a pooled budget arrangement.	City Treasurer, Interim City Solicitor in consultation with Executive Member for Finance and Human Resources	30/04/18	Report to Executive 21/03/18  The Section 75 Agreement	Carol Culley City Treasurer 0161 234 3406 c.culley@manchester.gov.uk  Jacqui Dennis Interim City Solicitor 0161 234 3087 j.dennis@manchester.gov.uk
Valuation and Property Services  Ref: 2018/03/15/B	Appointment of providers to deliver valuation and property services under framework agreement.	City Treasurer	June 2018	Contract Report and Recommendations	Louise Causley, Procurement Officer, Tel 0161 234 4290 louise.causley@manchester.gov.uk Mike Robertson, Senior Development Surveyor (South) Tel 0161 234 1260 m.robertson@manchester.gov.uk
Manchester Airport – MCC Freehold Leases rent Review 2016  Ref: 2018/03/21A	To approve the new rent to be received following the conclusion of the 2016 rent review	Eddie Smith	April 2018	Briefing Note	Name: Mike Robertson Position: Senior Development Surveyor Tel no: 31260 Email address: m.robertson@manchester.gov.uk
Medieval Quarter Masterplan  Ref: 2018/04/03/A	The approval of capital spend to deliver quality public realm within the medieval quarter.	City Treasurer	April 2018 or later	Gateway 5 & Business Case	Pat Bartoli 0161 234 3329 p.bartoli@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
National Productivity Investment Fund – Mancunian Way Junctions with Princess Parkway Improvements  Ref: 2018/04/03/B	The approval of capital spend to improve and increase capacity throughout by signalling two key junctions of the Mancunian Way; Princess Road/Medlock Street and Cambridge Street/Higher Cambridge Street	City Treasurer	April 2018 or later	Gateway 5 & Business Case	Kim Dorrington 0161 234 4828 k.dorrington@manchester.gov.uk
Provision of Telephony / Unified Communications  Ref: 2018/04/03/F	To seek approval to award a contract to a single supplier for the provision of Telephony / Unified Communications across the Council	City Treasurer / SMT	October 2018	Confidential Contract Report with Recommendations	Bob Brown Chief Information Officer Tel: 0161 234 5998 Bob.brown@manchester.gov.uk  Michael Shields Procurement Manager Tel: 0161 234 1009 m.shields@manchester.gov.uk
TC970 - Supply of Electricity (Street Lighting, brokered sites, over 100KW sites & sub 100KW site contracts).  2018/05/25A	Multi-supplier framework for the supply of Electricity (Street Lighting, Brokered sites, Over 100KW sites & sub 100KW site contracts).	City Treasurer	August 18 onwards	Report and Recommendation	Walter Dooley. Group Manager (Energy) Corporate Procurement w.dooley@manchester.gov.uk 0161 234 3633

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
North West Construction Hub High Value Framework (2018-2022) Reprocurement  Ref: 2018/05/1A	Approval to appoint contractors to the North West Construction Hub High Value Framework 2018, for the delivery of construction projects of a value between £8m – over £35m for public sector organisations within the North West of England.	City Treasurer	November 2018	Confidential High Value Report 2018 (will be attached at Key Decision stage once outcome of process is known)	Name: Jared Allen Position: Director of Capital Programmes and Property Tel no: 0161 219 6213 Email address:j.allen@manchester.gov.uk  Name: John Finlay Position: Capital Programme Procurement Manager Email: j.finlay@manchester.gov.uk 0161 219 6213
ICT Capital Investment  Ref: 2018/05/1C	The approval of capital spend for the purpose of ICT Capital Investment	City Treasurer	May 2018 or later	Gateway 5 & Business Case	Bob Brown 234 5998 Bob.brown@manchester.gov.uk
Civic Quarter Heat Network Contract  2018/06/22A	To award and enter into the necessary arrangements to deliver the Civic Quarter Heat Network (CQHN) including all corporate, commercial, contractual, delivery and operational arrangements together with all necessary property arrangements and all ancillary agreements.	City Treasurer and Strategic Director (Development) and the City Solicitor	July 2018	Legal documentation and arrangements to effect the delivery of the CQHN together with Executive reports – Item 8, 21 <sup>st</sup> March 2018 and Item 4 - 10 <sup>th</sup> January 2018, business case, business plan, and Contract Report setting out the	Name: Paul Hindle Position: Head of Finance Tel no: 0161 234 3025 Email address:p.hindle@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
	Approval of the business plan, business case and any funding arrangements			terms of the arrangements.	
Data Centre Network Provision and Implementation  2018/08/01C	To seek approval to award a contract for the data centre network provision including implementation	City Treasurer/Chief Information Officer	October 2018	Confidential Contract Report with recommendation.	Bob Brown Chief Information Officer Tel: 0161 234 5998 bob.brown@manchester.gov.uk  Chris Johnson Senior Procurement Officer Tel: 0161 234 3085 c.johnson1@manchester.gov.uk
Our Town Hall- Appointment of the Management Contractor.  2018/09/07A	Appointment of the Management Contractor	The City Treasurer	Nov 18	Executive Report 8 <sup>th</sup> March 2017 – Manchester Town Hall and Albert Square-Out Town Hall Resources and Governance Report 6 <sup>th</sup> September 18- OTH Management Contractor Update OTH - Contract Report for the appointment of the Management Contractor	Jared Allen Director of Capital Programmes  Tel: 0161 234 5683 Mobile: 07866 989671 email: j.allen4@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Our Town Hall- Management Contractor- Fees and Preliminaries  2018/09/07/B	Approval to spend the Management Contractors Fee and Preliminaries	The City Treasurer	Nov 18	Executive Report 8th March 2017 – Manchester Town Hall and Albert Square-Out Town Hall Resources and Governance Report 6th September 18- OTH Management Contractor Update OTH - Contract Report for the appointment of the Management Contractor	Jared Allen Director of Capital Programmes  Tel: 0161 234 5683 Mobile: 07866 989671 email: j.allen4@manchester.gov.uk
Framework Agreement for the Provision of Office Furniture  2018/09/07/C	To seek approval to award a framework of up to 5 suppliers for the provision of office furniture	Strategic Director (Developmen t) and the City Treasurer	October 2018	Report and Recommendation	Samantha Wilson Senior Procurement Officer samantha.wilson@manchester.g ov.uk 0161 234 4368
TC969 – Provision of Comms Room Phase 2 Project and Delivery  2018/09/24C	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.	City Treasurer	December 18 onwards	Report and Recommendation	Andrew Blore ICT Strategic Business Partner 0161 234 1882 a.blore@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Alexandra House 2018/09/28A	The approval of capital spend on the refurbishment of the office building and underground car park.	City Treasurer	October 2018 or later	Business Case	Eddie Smith 0161 234 4821 e.smith@manchester.gov.uk
West Gorton Park 2018/09/28B	The approval of capital spend on the design and creation of a new community park.	City Treasurer	October 2018 or later	Business Case	Eddie Smith 0161 234 4821 e.smith@manchester.gov.uk
Replace On Street Parking Pay and Display Machines 2018/09/28C	The approval of capital spend on the replacing of pay and display machines to allow for newer payment types.	City Treasurer	October 2018 or later	Business Case	Steve Robinson 0161 234 4828 Steve.robinson@manchester.gov.uk
Peterloo Memorial 2018/10/04D	The approval of capital expenditure in relation to the creation of the Peterloo Memorial.	City Treasurer	December 2018 or later	Checkpoint 4 Business Case	Dave Carty <b>d.carty@manchester.gov.uk</b> 0161 234 5908
Award of Print Contract for Elections and Registration 2018/10/04E	To appoint a supplier to provide print services for Elections and Registration materials for a period of 2 years with the ability to extend for a further 2 years, dependent on performance and	City Solicitor	November 2018	Tender Responses and sample materials submitted by bidders as part of the competitive tendering process (being managed by STaR procurement on	Emma Burnett Head of Electoral Services e.burnett@manchester.gov.uk 0161 234 3146  Clare Travers Electoral Services Team Manager c.travers@manchester.gov.uk 0161 219 6949

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
	delivery. The intended commencement date of the contract is January 2019.			behalf of AGMA authorities)	
Metroshuttle Funding 2018/10/05A	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.	City Treasurer and City Solicitor in consultation with Lead Member for Finance and Human Resources	Nov 18	Funding agreement and Executive Report	Name: Paul Hindle Position: Head of Finance Email:- p.hindle@manchester.gov.uk Telephone:0161 234 3025  Name: Richard Elliot Position: Head of City Policy Email: r.elliott@manchester.gov.uk Telephone: 0161 219 6494
Supply, installation, and maintenance of Pay and Display ticket machines 2018/10/11A	To seek approval to award a Contract to 1 supplier to Supply, install, and provide maintenance of all Pay and Display ticket machines across the city centre	City Treasurer & Deputy Chief Executive	Dec 2018	Confidential Contract Report with recommendation	Daniel Holden Contracts Manager Tel: 07534 956491 d.holden@manchester.gov.uk  Stephen Polese Procurement Officer 0161 234 3265 s.polese@manchester.gov.uk
Our Town Hall –Early Works 2018/10/11B	Approval to spend the Capital Budget for Early Works estimated at £2.39m	The City Treasurer	October 2018	Business Case for Early Works submitted to Capital Strategic Board -September 2018	Jared Allen Director of Capital Programmes  Tel: 0161 234 5683 Mobile: 07866 989671 email: j.allen4@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
TC986 – SAP SUPPORT AND MAINTENANCE  2018/10/11D	To provide support to the SAP team in order to resolve incidents	City Treasurer	November 18 Onwards	Report and Recommendation	Alexander Forbes Programme Manager (ICT Corporate Core) a.forbes@manchester.gov.uk 0161 234 1820  Robert Kelk Procurement Manager Corporate Procurement r.kelk@manchester.gov.uk 0161 245 7897
House and Institute of Sport  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).	The City Treasurer	October 2018	Report to Executive:  Eastlands Regeneration Framework - 13.12.17 & 25.07.18 (update).	Name: Richard Cohen Position: Senior Development Surveyor Tel no: 234 3019 Email address: r.cohen@manchester.gov.uk
Northwards Housing Replacement of Prepayment Meters in High Rise Blocks  2018/10/17B	The approval of capital spend on the upgrading of obsolete heat and prepayment meters in high rise blocks	City Treasurer	November 2018 or later	Business Case	Ian Runacres 0161 234 4953

<b>Decision title</b>	<b>What is the decision?</b>	<b>Decision maker</b>	<b>Planned date of decision</b>	<b>Documents to be considered</b>	<b>Contact officer details</b>
TC718 – Microsoft Licenses and Support  2018/10/26A	To appoint a Microsoft Licensing Solutions Partner to work with the Council regarding its Microsoft software and licensing estate	City Treasurer	November 18 onwards	Report and Recommendation	Stephen Knight ICT Service Management 07903 272363 r.kelk@manchester.gov.uk  Robert Kelk Procurement Manager 0161 245 7897 r.kelk@manchester.gov.uk

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

### 3. Resources and Governance Scrutiny Committee - Work Programme – November 2018

Thursday 8 November 2018, 2.00pm (Report deadline Tuesday 30 October 2018)				
Item	Purpose	Lead Executive Member	Strategic Director/ Lead Officer	Comments
Property theme meeting	To include:- <ul style="list-style-type: none"> <li>• Annual Property Report</li> <li>• Governance of S106 (and CIL viability assessments)</li> <li>• The impact on the revenue budget in relation to empty Council owned rental properties and the delays to renovations of Council owned buildings</li> <li>• progress report on the implementation of a Civic Quarter Heat Network for the City</li> </ul>	Councillor Leese (Leader) Councillor Nigel Murphy (Deputy Leader)	Eddie Smith Carol Culley Julie McMurray Julie Roscoe	Invitation to be sent to all city centre Councillors.
Factory Project Report	To receive an update report on delivery of the Factory Project.	Councillor Leese (Leader)	Carol Culley	Executive Report
Overview Report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.		Mike Williamson	

**Thursday 6 December 2018, 2.00pm  
(Report deadline Tuesday 27 November 2018)**

Item	Purpose	Lead Executive Member	Strategic Director/ Lead Officer	Comments
Budget Setting themed meeting	To include:- <ul style="list-style-type: none"> <li>• Autumn Statement</li> <li>• Directorate budget reports/business plans</li> <li>• Delivery of the Capital Programme</li> </ul>	Councillor Ollerhead (Executive Member for Finance and HR)	Carol Culley Janice Gotts	
Our Manchester – financial Impact on decision making and Business Plan	To receive a report on the evaluation of Our Manchester and how this is helping to deliver the required Council savings targets and the effect that it will have on the Council’s future budget process	Councillor Ollerhead (Executive Member for Finance and HR)	Sara Todd Carol Culley	
Overview report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee’s work programme and any items for information.		Mike Williamson	

**Thursday 10 January 2019, 2.00pm  
(Report deadline Monday 31 December 2018)**

Item	Purpose	Lead Executive Member	Strategic Director/ Lead Officer	Comments
Financial Settlement	To receive a report on the financial settlement for the Council for the 2019/20 financial year	Councillor Ollerhead (Executive Member for Finance and HR)	Carol Culley Janice Gotts	
Management of staff performance and misconduct	To receive a report on how the Council manages staff performance and underperformance, and the steps that are taken to address misconduct by staff. This report will include data on staff suspensions.	Councillor Ollerhead (Executive Member for Finance and HR)	Lynne Ridsdale	Part B report
Modern Slavery and Living Wage	To receive a report on the Council's position in regards to Modern Slavery and an update on progress that has been made towards consideration of becoming an accredited Living Wage employer	Councillor Ollerhead (Executive Member for Finance and HR)	Ian Brown Carol Culley	
Overview report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.		Mike Williamson	

**Thursday 7 February 2019, 2.00pm  
(Report deadline Tuesday 29 January 2019)**

Item	Purpose	Lead Executive Member	Strategic Director/ Lead Officer	Comments
Refreshed budget and business plans	<p>The Committee will consider the refreshed budget and business plans that were requested by the Committee at their December 2018 meeting.</p> <p>To include business plans for all other Directorates as an appendix</p>	Councillor Ollerhead (Executive Member for Finance and HR)	Carol Culley	
Financial Impact of Welfare Reforms	To receive a report that describes the impact of welfare reforms on the residents of Manchester.	Councillor Ollerhead (Executive Member for Finance and HR)	Carol Culley Julie Price	
Overview report	The monthly report includes the recommendations monitor, relevant key decisions, the Committee's work programme and any items for information.		Mike Williamson	

**Monday 25 February 2019, 10.00am – BUDGET MEETING  
(Report deadline Thursday 14 February 2019)**

Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
Budget Reports	To receive an update on the Councils Budget options prior to submission to the Executive and Full Council.	Councillor Ollerhead (Executive Member for Finance and HR)	Carol Culley	
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
Global Revenue Budget Monitoring	To receive an update on the forecasted financial position for 2017/18 through to 2018/19	Executive Member for Finance and Human Resources	Carol Culley Janice Gotts	This will be considered as part of the suite of reports at the Budget meeting of 25 February 2019.
Central Retail Park	To receive an update on Central Retail Park.	Executive Member for Finance and Human Resources	Eddie Smith	Date to be confirmed.