

**Manchester City Council  
Report for Information**

**Report to:** Resources and Governance Scrutiny Committee –  
10 January 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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**Contact Officer:**

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

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**Wards Affected:** All

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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
21 June 2018	RGSC/18/28 Health and Social Care Governance and Budget arrangements	<p>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</p> <p>To request Officers provide information to all members of the Council on VCS funding available from MHCC and how this can be accessed</p>	<p>A response to this recommendation has been requested and will be reported back once received</p> <p>A response to this recommendation has been requested and will be reported back once received</p>	<p>Cllr Craig</p> <p>Ed Dyson</p>
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
8 November 20128	RGSC/18/58 Factory Project	To request the City Treasurer to provide Committee Members with a copy of the 5 case Business Plan.  To request that Officers arrange a site visit for the Committee to the Factory Project at an appropriate time	A response to this recommendation has been requested and will be reported back once received  A response to this recommendation has been requested and will be reported back once received	Carol Culley
8 November 2018	RGSC/18/61 Annual Property Report	To request that Scrutiny Committee is sighted on any report in relation to the proposals surrounding the	A response to this recommendation has been requested and will be reported back once received	Eddie Smith

		<p>re-provision of existing social housing tenants within the Beswick area as part of the Eastlands Regeneration Framework.</p> <p>To request that Officers provide information on the Social Value aspect of the Jacobs contract to members of the Resources and Governance Scrutiny Committee and the Ethical Procurement and Contract Management Sub Group.</p>	<p>A response to this recommendation has been requested and will be reported back once received</p>	<p>Eddie Smith</p>
<p>6 December 2018</p>	<p>RGSC/18/68 Proposed changes to the Council Tax charges levied for tax on empty properties</p>	<p>To request that the data on the valuation bands of the properties that will be affected by the proposals is shared with Committee Members</p>	<p>A response to this recommendation has been requested and will be reported back once received</p>	<p>Julie Price</p>

## 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 **20 December 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)	Eddie Smith 0161 234 4821 e.smith@manchester.gov.uk
Collyhurst Regeneration	The approval of capital expenditure for land and buildings in	City Treasurer	March 2018 or later	Gateway 5 (procurement document)	Eddie Smith 0161 234 4821 e.smith@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Ref: 15/005	Collyhurst.				
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

<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>
Capital Investment in schools  Ref: 2016/02/01D	The approval of capital expenditure in relation to the creation of school places through new builds or expansions.	City Treasurer	January 2018 or later	Gateway 5 (procurement document)	Amanda Corcoran 0161 234 4314 a.corcoran@manchester.gov.uk
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	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
	for various Lots are phased between August and October 2016.				
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.	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>

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
	The contract will be for a 3 year period with the option to extend for a further 2 years.				Colin Butterworth Senior Procurement Officer 0161 234 3434 c.butterworth@manchester.gov.uk
Lincoln Square/Brazennose 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	To seek approval to award a contract to a single supplier to carry	City Treasurer	August 2018	Confidential Contract Report with	Jared Allen Interim Director of Capital Programmes

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Ref:2018/01/31A	out repairs to Public Buildings within Manchester			recommendation	Tel: 0161 234 5683 j.allen4@manchester.gov.uk  Stephen Polese Procurement Officer 0161 234 3265 s.polese@manchester.gov.uk
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
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
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	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

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
		Finance and Human Resources			j.dennis@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
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

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
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
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	City Treasurer and Strategic Director	July 2018	Legal documentation and arrangements to effect the delivery	Name: Paul Hindle Position: Head of Finance Tel no: 0161 234 3025 Email

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
	Quarter Heat Network (CQHN) including all corporate, commercial, contractual, delivery and operational arrangements together with all necessary property arrangements and all ancillary agreements. Approval of the business plan, business case and any funding arrangements	(Development) and the City Solicitor		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 terms of the arrangements.	address:p.hindle@manchester.gov.uk
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	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
				Governance Report 6 <sup>th</sup> September 18-OTH Management Contractor Update OTH - Contract Report for the appointment of the Management Contractor	
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

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
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 (Development) and the City Treasurer	October 2018	Report and Recommendation	Samantha Wilson Senior Procurement Officer samantha.wilson@manchester.gov.uk 0161 234 4368
Extra Care – Burnage Lane 2018/09/24A	The approval of a capital contribution towards the development of a 56 unit affordable rent scheme as part of the City's Extra Care programme.	City Treasurer	January 2019 or later	Business Case	Steve Sheen 234 4115 s.sheen@manchester.gov.uk
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
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

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
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 d.carty@manchester.gov.uk 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 delivery. The intended commencement date of the contract is January 2019.	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 behalf of AGMA authorities)	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
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

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
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
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

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
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
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
North West Construction Hub Medium Value Framework (2019-2023) Reprocurement 2018/11/02A	Approval to appoint contractors to the North West Construction Hub Medium Value Framework 2019, for the delivery of construction projects of a value between £2m – £10m split as follows: <b>Lot 1</b> – Cumbria, £2m - £5m <b>Lot 2</b> – Lancashire, £2m - £5m	City Treasurer	March 2019	Confidential Medium Value Report 2019 (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

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
	<p><b>Lot 3</b> – Greater Manchester, £2m - £5m</p> <p><b>Lot 4</b> – Merseyside, £2m - £5m</p> <p><b>Lot 5</b> – Cheshire, £2m - £5m</p> <p><b>Lot 6</b> – North West, £5m - £10m for public sector organisations within the North West of England.</p>				
<p>Adult Social Care Winter Funding 2018</p> <p>2018/11/20A</p>	<p>Deployment of £2.7m of funding to schemes</p>	<p>Executive</p>	<p>12 Dec 2018</p>	<p>Report</p>	<p>Name: Simon Finch  Position: Head of Finance  Tel no: 07939/132452  Email address: s.finch@manchester.gov.uk</p>
<p>Council Tax Base</p> <p>2018/11/20</p>	<p>To set the 2019/20 Council Tax Base</p>	<p>City Treasurer, in consultation with the Executive Member for Finance and Human Resources</p>	<p>31/01/2019</p>	<p>Council Tax Base report</p>	<p>Name: Julie Hardman  Position: Group Finance Lead Strategic Revenue Budget &amp; Financial Accountancy  Tel no: 234 4025  Email address: julie.hardman@manchester.gov.uk</p>

<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>
Business Rates Base 2018/11/20C	To set the 2019/20 Business Rates Base	City Treasurer, in consultation with the Executive Member for Finance and Human Resources	31/01/2019	Business Rates Base report	Name: Julie Hardman Position: Group Finance Lead Strategic Revenue Budget & Financial Accountancy Tel no: 234 4025 Email address: julie.hardman@manchester.gov.uk
Council Tax 18/19 Balance 2018/11/20D	Agree the estimated council tax surplus or deficit	City Treasurer, in consultation with the Executive Member for Finance and Human Resources	15/01/2019	Council Tax balance report	Name: Julie Hardman Position: Group Finance Lead Strategic Revenue Budget & Financial Accountancy Tel no: 234 4025 Email address: julie.hardman@manchester.gov.uk
Business Rates 18/19 balance 2018/11/20E	Agree the estimated business rates surplus or deficit	City Treasurer, in consultation with the Executive Member for Finance and Human Resources	15/01/2019	Business Rates balance report	Name: Julie Hardman Position: Group Finance Lead Strategic Revenue Budget & Financial Accountancy Tel no: 234 4025 Email address: julie.hardman@manchester.gov.uk

Decision title	What is the decision?	Decision maker	Planned date of decision	Documents to be considered	Contact officer details
Smallworks Construction Framework (2019)  2018/11/20J	Approval to appoint contractors to the Smallworks Construction Framework, for the delivery of construction projects of a value between £2k - £500k for Manchester City Council and other public bodies as outlined in the OJEU notice for a duration of 3 years with the option to extend for a further 1 year.	City Treasurer	April 2019	Confidential Smallworks Construction Framework Tender Report (2019) (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
Refurbishment of the Exchange Square Water Feature  2018/12/20A	To agree the release of capital from Borrowings to enable the letting of a contract to fund the refurbishment of the Exchange Square Water Feature.	City Treasurer	January 2019	- Contract note - Checkpoint 1 report. - Document that confirms how the contract will be let	Name: Steve Robinson Position: Director of Operations (Highways) Tel no: 0161 234 4828 Email address: steve.robinson@manchester.gov.uk

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

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

Thursday 10 January 2019, 2.00pm

**\*\* DUE TO CHRISTMAS BREAK PLEASE CAN AS MANY REPORTS AS POSSIBLE BE SUBMITTED BY FRIDAY 21 DECEMBER \*\***

(Actual 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	

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 Strategy for those areas within the portfolio of the Leader, Deputy Leader (in respect of skills) and the Executive Member for Housing and Regeneration.	Councillor Ollerhead (Executive Member for Finance and HR)	Cllr Ollerhead	
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 for Corporate Core, following consideration of original proposals at its December 2018 meeting.</p> <p>To include details on HROD budget savings</p>	Councillor Ollerhead (Executive Member for Finance and HR)	Carol Culley	
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	
Financial Impact of Welfare Reforms	To receive a report that describes the impact of welfare reforms on the Council’s finances in its ability to provide support to residents of Manchester.	Councillor Ollerhead (Executive Member for Finance and HR)	Carol Culley Julie Price	

Results on changes to the Council Tax charges levied for tax on empty properties	To receive a further report following the consultation period on the final proposals in relation to Council Tax charges for tax on empty properties.	Councillor Ollerhead (Executive Member for Finance and HR)	Julie Price	See December 2018
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	<p>To receive an update on the Councils Budget options prior to submission to the Executive and Full Council.</p> <p>To include an update on the Global Revenue and Monitoring position</p> <p>To include business plans for all other Directorates as an appendix</p>	Councillor Ollerhead (Executive Member for Finance and HR)	Carol Culley	
Review of the Council's Christmas 2018 communications	To receive a report that reviews the level of success the Council's Christmas 2018 communications	Councillor Nigel Murphy (Deputy Leader)	Jen Green	
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 March 2019, 2.00pm  
(Report deadline Thursday 14 February 2019)**

Item	Purpose	Executive Member	Strategic Director / Lead Officer	Comments
HROD update report	Details to be determined by the Chair in consultation with the Director of HROD	Councillor Ollerhead (Executive Member for Finance and HR)	Lynne Ridsdale	
Update on Capital Projects	<p>To receive an update on the progress with the following Capital projects against the agreed costs:-</p> <ul style="list-style-type: none"> <li>• Manchester College</li> <li>• The Factory</li> <li>• Central Retail Park</li> <li>• Life Sciences Development</li> </ul>	<p>Councillor Leese (Leader)</p> <p>Councillor Ollerhead (Executive Member for Finance and Human Resources)</p>	<p>Carol Culley Eddie Smith Jared Allen</p>	
Update on Highways Maintenance Capital projects	To receive a report on the progress of Capital projects within Highways Maintenance, against the agreed costs	<p>Cllr Stogia (Executive Member for Highways, Planning and Transport)</p> <p>Councillor</p>	<p>Steve Robinson Carol Culley</p>	

		Ollerhead (Executive Member for Finance and Human Resources)		
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
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	
Global Revenue Budget Monitoring	To receive an update on the forecasted financial position for 2017/18 through to 2018/19	Councillor Ollerhead (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.
Section 106 and the Councils associated financial obligations - update	To receive a further update that includes:-  The governance arrangements in the delivery of S106 agreements; Progress made following the Council motion passed in March 2018 on Transparent Viability Assessments; Practical examples of the delivery and spend of S106 funding The structure of consultation with Ward Councillors; Consideration of the use of CIL within the City Centre	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 this update every quarter
The Council's Communication Plan 2019/20	To receive a draft of the Council's proposed communications plan for 2019/20	Councillor Nigel Murphy (Deputy Leader)	Jen Green	Provisionally scheduled for May 2019
The Council's approach to consultation	To receive a report on the Council's approach to consultation with Manchester residents	Councillor Nigel Murphy (Deputy Leader)	Jen Green Kate Waterhouse	Provisionally scheduled for September 2019 as part of a communication themed meeting
The Council's proposed communications strategy for setting its budget for 2020 onwards	To receive a report that outlines how the Council intends to communicate and consult with Manchester residents on its budget process for 2020 and beyond	Councillor Nigel Murphy (Deputy Leader)  Councillor Ollerhead (Executive Member for Finance and Human Resources)	Jen Green Carol Culley Janice Gotts	Provisionally scheduled for September 2019 as part of a communication themed meeting
Update on progress made with GDPR communications	To receive a report that provides an update on how successful the Council has been in communicating with staff on the requirements of GDPR		Jen Green Fiona Ledden	Provisionally scheduled for September 2019

				as part of a communication themed meeting
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