

**Manchester City Council
Report for Resolution**

Report to: Resources and Governance Overview and Scrutiny Committee
– 12 November 2009

Report of: City Solicitor

Title: Information and Overview Report

1. Purpose of Report

To provide information about relevant issues affecting the Committee's remit to aid Members to manage and develop the work programme.

2. Recommendation

The Committee is requested to consider the topics highlighted in the report and either:

- Note the information
- Request a briefing note to provide further details
- Add the item to the Committee's Work Programme

The Committee is asked to agree the work programme included.

3. Contact Officer:

Courtney Brightwell, Scrutiny Support Officer

Tel: 0161 234 3376
C.brightwell@manchester.gov.uk

4. Suggestions for the Work Programme

No suggestions have been received this month.

5. Forward Planning

The Executive Forward Plan lists key decisions to be taken by the City Council within the next four months.

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 £500,000 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.

Relevant extracts from the Executive Forward Plan are attached to this report to enable members to incorporate scrutiny of key decisions into its work programme. (See Appendix 1)

6. Monitoring Previous Recommendations

Date	Item	Recommendation	Action	Contact Officer
3 September 2009	RG/09/54 Local Area Agreement: Quarterly Performance Report 1	To recommend to the Safeguarding Children's Board that they ensure that local NHS partners are fully engaged in detecting the signs that young children show that they are at risk of being taken into care to protect them from harm so that early action can be taken to address these problems, and sharing this information.	This recommendation will be referred to the Safeguarding Children's Board, and their response will be reported back to this committee.	Courtney Brightwell, Governance and Scrutiny Support Unit
15 October 2009	RG/09/60 Information and Overview Report	<p>To request that an information note on the details of the contract for non-specialised security services is included in the next Information and Overview report.</p> <p>To look at the Customer Relationship Management Solution Software as part of the Committee's item on the Council's transformation strategies.</p> <p>To request that at future meetings the Committee receives an update on which of the key decisions in the Forward Plan have already been taken.</p> <p>To request that the report for information on the Neighbourhood Funding Strategy</p>	<p>This note is included in section 7 of this report.</p> <p>The work programme has been amended to include this within the scope of the item on the Council's transformation strategies (scheduled for December 2009.)</p> <p>Decisions marked with an X in the Forward Plan section in appendix 1 have already been taken. An oral update will be given at the start of the meeting to advise of any further decisions which have been taken.</p> <p>This information will be circulated to all ward Councillors.</p>	<p>Courtney Brightwell</p> <p>Elaine Bowker, Strategic Director, Transformation</p> <p>Courtney Brightwell</p> <p>Maria Boylan, Corporate</p>

		be circulated to all ward Councillors.		Performance
15 October 2009	RG/09/61 Business Planning 2010	To request that information about the sample sizes and response rates in the satisfaction surveys in Leisure Services' self-assessment be provided in the information and overview report for the Committee.	This information will be provided in the information and overview report of a future meeting.	Eamonn O'Rourke, Head of Leisure Services
15 October 2009	RG/09/62 Strategic Commissioning	To agree to look at how reviewing needs and recomissioning services operated at a future meeting.	This has been added to the work programme.	Sharon Kemp, Assistant Chief Executive (Performance)

7. Items for Information Only

Subject **Non Specialised Security Services**

Contact Officer

Richard Paver, City Treasurer
Tel: (0161) 234 3564 Email: richard.paver@manchester.gov.uk

1.0 **Introduction**

- 1.1 In March 2003 a 7 year contract was placed with Group 4 (now G4S Security Solutions) for the provision of security services to Manchester City Council. This followed a tender process which had been advertised in the European Journal. This contract is due to expire in March 2010 and the service is currently being re-tendered.
- 1.2 Prior to this Contract being in place the security services were provided by 12 external companies and the Council's security service which had 26 employees at the time.
- 1.3 All the employees employed by the companies and the Council transferred into the new service in accordance with the Transfer Undertaking for the Protection of Employees (TUPE) legislation.
- 1.4 The key objective in bringing this service into one contract was to engage a high quality security service provider capable of providing a consistent service across the Council and act as a model employer in the industry.

2.0 **Contract Details**

- 2.1 The contract covers static security services across the city for 56 sites. The contract also includes a key holding and response service to around 450 sites, including public buildings, schools, cemeteries and parks.
- 2.2 The contract does not include security specialist security areas. The details of these contracts are attached in appendix 1.
- 2.3 Current expenditure for this contract is approx £4.2million per annum.
- 2.4 The contract is monitored by Manchester City Council's Security Compliance Monitoring Officer against clearly defined key performance indicators. The monthly rating has been excellent for the majority of the contract period.

3.0 **Overview of existing Contract**

- 3.1 The following provides an outline of the benefits that the Security Contract between Manchester City Council and G4S, has had to both parties, with specific reference to the advantages for the staff deployed within the Contract.
- 3.2 G4S have been able to provide a dedicated management team that has been in place throughout the term of the contract, resulting in a significant reduction in labour turnover, from 21% in year 1 to a figure of 12% over a 7 year period,

The key factors that contributed to this achievement have been:

- Strict compliance with the Working Time Directive
- Re-engineering of work patterns and conditions
- Individual appraisals for Security Officers and Managers
- Significant focus upon career development and comprehensive training plans
- Annual reviews of pay rates in order to retain staff and improve quality of provision.

3.3 Of the 26 Manchester City Council staff that transferred over to G4S, 16 Officers remain on the contract with several occupying Supervisory roles and 1 having been promoted to a Management position within the contract.

3.4 170 staff are currently deployed within the contract with 75% resident within Manchester.

3.5 The main benefits to the staff can be summarised as follows;

- Security of employment within a Company responsible for driving industry standards
- Internal G4S programme of monthly Officer welfare visits and reviews
- Access for all staff to G4S web based computerised internal communications network facilitating Officers access to payslips, job vacancies and career development opportunities.
- Enhanced training facilities

3.6 The main benefits the Council can be summarised as follows;

- Improved quality of service
- Implementation of a best value plan which resulted in savings of £374,000 in year 2 of the Contract
- All security staff licensed in accordance with Security Industry Association (SIA) which includes training to set standard
- Full compliance with working time directives
- Reduced contract management costs

4.0 **Procurement Process and Timescales for the Renewal of the Contract**

4.1 Presentation and question and answer session to suppliers, explanation of tender process and overview of the contract was held on the 27 May 2009.

- Start of tender process 7 July 2009
- advert placed 17 July 2009
- Pre Qualifying Questionnaire (PQQ) 17 July 2009
- PQQ return 17 August 2009

36 PQQs are currently being evaluated prior to invitation to tender being issued in November 2009.

- Tenders to be returned mid December 2009
- Tender evaluations mid December 2009 to early January 2010
- Key decision process January/February 2010
- Contract start 1 April 2010

Richard Paver
City Treasurer

Appendix

Details of other security related contracts

Service	Contract Period	Supplier	Contract Value
Security for Seasonal Markets	1 Sept 2007 – 30 April 2010	Showsec Ltd	£376K
Town Hall Catering Event Security	1 Sept 2007 – 30 April 2010	Goldrange Ltd	£182K
Taxi Marshalls	1 May 2008 – 30 April 2010	Goldrange Ltd	£134K
Event Security and Stewarding	1 Sept 2007 – 30 April 2010	Goldrange Ltd Event Security Ltd MacLellan Attlaw Ltd Showsec Ltd	£817K
Cash Collection Services	1 July 2009 – 30 June 2013	G4S	£210K
Provision of CCTV Monitoring	1 March 2007 – 28 Feb 2010	NCP Manchester Ltd	£480K

**Executive Forward Plan - Summary of Key Decision
Corporate Services**

X means decision has already been taken			
<p>CORPORATE SERVICES Approval of schemes in the Capital Programme</p>	<p>Key Decision Objective: To obtain approval to commit expenditure on schemes included in the approved capital programme, thus providing departments with the authority to place orders and accept tenders for capital projects</p> <ul style="list-style-type: none"> ▪ Beswick Housing Renewal ▪ Corporate Asset Management and DDA works ▪ Spend to Save Schemes ▪ Surestart Children's Centre Programme ▪ Building Schools for the Future, including Academies ▪ NDS Devolved Capital 2009/10 ▪ Housing Market Renewal ▪ Heaton Park regeneration ▪ Primary School Rebuilding Programme 2009/10 ▪ Wythenshawe Town Centre X ▪ Maine Road Remediation ▪ Cheetham District Centre ▪ Town Hall Service Centre ▪ Sustainability ▪ Local Transport Plan – Maintenance (bridges, assessment and strengthening, strategic road and footway maintenance) ▪ Retained HRA and Northwards Housing Programmes 2009/10 X 	<p>November 2009 – March 2010 Formal capital expenditure approval requests, including proformas</p>	<p>City Treasurer (in consultation with the Executive Members for Finance and Human Resources)</p>

	<ul style="list-style-type: none"> ▪ Private Sector Housing Programme 2009/10 ▪ CRM/Information Strategy/SAP roll-out X ▪ Corporate Contact Centre ▪ Manchester Partnership Programme ▪ Acquisition of Makintosh Mill ▪ Town Hall Complex Transformation Programme ▪ ICT Single Points of Failure ▪ Live Site Screen ▪ Whitebeck Court – Extra Care Sheltered Housing ▪ Manchester Central – Phase 3 X ▪ Openshaw District Centre Redeployment (Edison Street CPO) <p>Consultees: This is one of the final parts of the scheme procurement procedure. Departments have previously consulted with stakeholders during (a) budget preparation and (b) detailed scheme formulation stages. All capital expenditure proposals are considered in consultation with the Executive Member for Finance and Human Resources.</p>		
CORPORATE SERVICES Capital Budget increases	<p>Key Decision Objective: To approve additional schemes for inclusion in the Capital Programme.</p> <p>Consultees: City Treasurer, Executive Member for Finance and Human Resources and executive Member for relevant service.</p>	November 2009 – March 2010 Report to Executive as part of regular Capital Monitoring report.	Executive
CORPORATE SERVICES	Key Decision Objective:	November 2009 –	Executive

Revenue Budget - allocations from the Central Contingency	To fund currently unplanned expenditure or expenditure the exact amount of which has yet to be determined. Consultees: City Treasurer Executive Member for Finance and Human Resources	March 2010 Report to Executive Committee as part of Global Monitoring Report	
CORPORATE SERVICES Development Fund – requests for funding	Key Decision Objective: To fund expenditure by means of internal loan in accordance with the criteria for use of the Development Fund Consultees: City Treasurer Executive Member for Finance and Human Resources	November 2009 – March 2010 Report to Executive Committee as part of Global Monitoring Report	Executive (or City Treasurer where specific delegation has been given)
CORPORATE SERVICES Allocations from the Service improvement Fund	Key Decision Objective: Approval of allocations from the Fund Consultees: Chair of the Executive and Executive Member for Finance and Human Resources	November 2009 – March 2010 Description of scheme(s) to be supported by the Fund, providing justification in accordance with the aim of the Fund and identify outcome to be achieved.	City Treasurer and Chief Executive
CORPORATE SERVICES	Key Decision Objective:	January 2010	City Treasurer

Council Tax Base	To determine the council tax base and the forecast collection fund surplus/deficit at 31.3.2010 to be used for setting the 2010/11 council tax level Consultees: Executive Member for Finance and Human Resources	Report from Head of Financial Management to City Treasurer/Executive Member	
CORPORATE SERVICES Timing of Precept Payments for 2010/11	Key Decision Objective: Agreement of payment dates Consultees: Other Greater Manchester authorities; Police and Fire Authorities	December 2009 Report of City Treasurer to Executive in November	Council
CORPORATE SERVICES Setting the Revenue and Capital Budgets for 2010/11 – 2012/13 And the council Tax level for 2010/11	Key Decision Objective: To approve the three year revenue and capital budget and service strategies for 2010/11 – 2012/13 and the Council's borrowing and investment strategies and, in the light of these, determine the Council Tax level for 2010/11. Also setting the Council's policy for determination of Minimum Revenue Provision Consultees: The general public via issue of a consultation document, business community via Manchester Chamber of Commerce. The existence of the consultation document and methods of response will be published in the press. Written, telephone and internet communication channels will be provided for responses	March 2010 Report to Council from the Executive following consultation with the public and review by Overview and Scrutiny Committees	Council
CORPORATE SERVICES Discretionary Housing Payments X	Key Decision Objective: To give priority to claimants who are in work or are starting work. To extend the scheme to pilot the provision of 4 weeks additional payments to households with children who are now starting work after being in receipt of Income Support, Jobseekers Allowance or Employment Support Allowance. Consultees: Considered by the Executive Member and other senior staff as part of	November 2009 – March 2010 Report and revised expectations of the scheme summary	City Treasurer

	the 2010 business planning process. The specific approach to support households with children will be piloted during the remainder of the 2009/10 financial year. During this period we will also seek the views of customers and advice agencies. The City Treasurer will continue to make decisions based on the individual merits of each application and this approach will not exclude other groups from applying.	document	
CORPORATE SERVICES Disposal of Council land at 68-70 Newton Street; land at Dean Lane, Newton Heath; land at Wayland Road, Gorton, Crown Square, Manchester (Spinningfields), Birley Fields, Land at First Street and Little Peter Street	Key Decision Objective: Regeneration/capital receipt Consultees: Ward councillors at the time of marketing Executive Member for Finance and Human Resources City Treasurer, Head of Valuation and Property Contact: Helen Jones 0161 234 1202 Malcolm Murray 0161 234 1284	November 2009 – March 2010 Memo advising of proposed sale, details of transaction together with a recommendation from Head of Valuation and Property	Chief Executive
CORPORATE SERVICES Acquisition of interest in land with North West Development Agency funding by development agreement	Key Decision Objective: Regeneration Consultees: City Treasurer; New East Manchester Ltd; Local Councillors	November 2009 – March 2010 Heads of terms, valuation advice and recommendations	Chief Executive
CORPORATE SERVICES	Key Decision Objective:	November 2009 –	Chief Executive/

Acquisition of lease – Etrop Court X	Council occupation Consultees: Stakeholders in writing to Corporate Property	March 2010 Development proposals and financial summary.	City Treasurer
CORPORATE SERVICES Acquisition of lease – Overseas House	Key Decision Objective: Council occupation Consultees: Stakeholders in writing to Corporate Property	November 2009 – March 2010 Draft lease/supporting documents.	Chief Executive/ City Treasurer
CORPORATE SERVICES Acquisition of lease – 1 First Street	Key Decision Objective: Council occupation Consultees: Stakeholders in writing to Corporate Property	November 2009 – March 2010 Lease terms and supporting documents.	Chief Executive/ City Treasurer
CORPORATE SERVICES Acquisition of lease – Elliot House X	Key Decision Objective: Council occupation Consultees: Stakeholders in writing to Corporate Property	November 2009 – March 2010 Draft lease and supporting documents.	Chief Executive/ City Treasurer
CORPORATE SERVICES Acquisition of lease – Piccadilly Gardens	Key Decision Objective: Council occupation Consultees: Stakeholders in writing to Corporate Property	November 2009 – March 2010 Lease terms and supporting documents.	Chief Executive/ City Treasurer

CORPORATE SERVICES Acquisition of lease – Deepstore Cheshire	Key Decision Objective: Storage in connection with Town Hall Project Consultees: Stakeholders in writing to Corporate Property	November 2009 – March 2010 Lease terms and supporting documents	Chief Executive/City Treasurer
CORPORATE SERVICES Acquisition of lease – Universal Square X	Key Decision Objective: Temporary council occupation in connection with Town Hall Project Consultees: Stakeholders in writing to Corporate Property	November 2009 – March 2010 Lease terms and supporting documents	City Treasurer
CORPORATE SERVICES Acquisition of lease Maple Industrial Centre	Key Decision Objective: Provision of storage space for Libraries during Town Hall Project Consultees: Stakeholders in writing to Corporate Property	November 2009 – March 2010 February 2010 Lease terms and supporting documents	Chief Executive/City Treasurer
CORPORATE SERVICES Acquisition of footpath from Manchester Airport at Manchester Business Park	Key Decision Objective: Incorporation of land into Manchester Business Park Consultees: Stakeholders in writing to Corporate Property	November 2009 – March 2010 Report	Chief Executive/City Treasurer
CORPORATE SERVICES Acquisition of long lease of Theatre Royal, Peter	Key Decision Objective: Relocation of Library Theatre Consultees: Stakeholders in writing to Corporate Property	November 2009 – March 2010 Lease terms and	Chief Executive/City Treasurer

Street X		supporting documents	
CORPORATE SERVICES Acquisition of freehold interest in land at Kirkstall Square/Addison Square, Ardwick	Key Decision Objective: Acquisition of land part of Brunswick PFI Consultees: Stakeholders in writing to Corporate Property	November 2009 – March 2010 Acquisition terms and supporting documentation	Chief Executive/City Treasurer
CORPORATE SERVICES Framework One (2009). Design and Build construction projects £500k to £10m plus	Key Decision Objective: Seek approval to appoint new partners to a replacement framework contract of four years duration, following full OJEU procurement process. Consultees: Capital Programme Division Management who are stakeholders in the use of these services, together with senior client representatives i.e. Children and Adult Services (Ged Mitchell) and Valuation & Property (Lydia Morrison). Also Corporate Procurement Team and Legal team (Des Gardner / Richard Purcell).	November 2009 – March 2010 Framework Tender report	City Treasurer
CORPORATE SERVICES Waste Recycling Strategy	Key Decision Objective: A range of contracts to be put in place in the next six months to develop and implement the Waste Recycling Strategy Consultees: Stakeholders Contact: Ian Brown, Head of Procurement Karen Lock, Procurement Manager Operations 800 3411	November 2009 – March 2010 Contract report and recommendation	Director of Neighbourhood Services
CORPORATE SERVICES Construction and operation of fibre to the premises (Oxford Road FTTP)	Key Decision Objective: Two year contract (with option to extend for one year) with start date of 1 July 2009 Consultees: Stakeholders Contact: Dave Carter, MDDA Tel. 0161 255 8111 Colin Butterworth, Corporate Procurement Tel. 0161 234 3434	November 2009 – March 2010 Contract report and recommendation	Chief Executive

<p>CORPORATE SERVICES Town Hall Complex Transformation Programme – Decant Projects</p>	<p>Key Decision Objective: To approve funding and procurement arrangements for the provision of temporary property facilities and the associated construction works Consultees: Scrutiny, Committee Members, Town Hall Group Contact: John Lorimer: Ext 6502 j.lorimer@manchester.gov.uk Helen Jones: Ext 1202 h.jones@manchester.gov.uk Elaine Bowker tel 219 6958, Email: e.bowker@manchester.gov.uk</p>	<p>November 2009 – March 2010 Report to Scrutiny Committee and decision makers for Leases and Construction works Formal capital expenditure approval requests, including pro formas, for the construction works through Capital Programme Gateway</p>	<p>Chief Executive/City Treasurer, in consultation with the Executive Member for Finance and Human Resources for construction works</p>
<p>CORPORATE SERVICES Town Hall Complex Transformation Programme – Main Projects</p>	<p>Key Decision Objective: To approve funding and procurement arrangements for the provision of design and technical professional services, relocation and temporary storage services and the provision of new furniture Consultees: Scrutiny, Committee Members, Town Hall Group Contact: John Lorimer Ext 6502 j.lorimer@manchester.gov.uk Helen Jones: Ext 1202 h.jones@manchester.gov.uk Elaine Bowker tel 219 6958, Email: e.bowker@manchester.gov.uk</p>	<p>November 2009 – March 2010 Report to Scrutiny Committee and decision makers and Contract report and recommendation</p>	<p>Chief Executive/City Treasurer, in consultation with the Executive Member for Finance and Human Resources for construction</p>

			works
CORPORATE SERVICES Drain Clearance	<p>Key Decision Objective: Drain clearance for the highways and domestic properties. This is a three year contract with an option to extend for one year and an annual value of £362K due to start September 2009</p> <p>Consultees: Stakeholders</p> <p>Contact: Mike Brogan, Operations Manager, Hooper Street 0161 908 5840 Peter Walpole, Procurement Officer, Corporate Services 0161 234 4070</p>	November 2009 – March 2010 Contract report and recommendation	Director of Neighbourhood Services
CORPORATE SERVICES Non specialised Security Services	<p>Key Decision Objective: Provision of security services including static guarding and mobile patrolling, incident response and key holding services across the council with an annual value of £4.2m. This is a five year contract with an option to extend for up to two years and a start date of April 2010.</p> <p>Consultees: Stakeholders</p> <p>Contact: Alan Johnson, Principal Security Officer, 0161 231 7314 Chris Johnson, Procurement Officer, Corporate Services 0161 234 3085</p>	November 2009 – March 2010 Contract report and recommendation	Director of Neighbourhood Services
CORPORATE SERVICES Training Learning and Development Services	<p>Key Decision Objective: A framework of training providers to provide off the shelf and tailored training for individuals and groups. The framework will be for two years with an option to extend for up to two years starting September 2009 and an annual value of £1.3m pa.</p> <p>Consultees: Stakeholders</p> <p>Contact: George Devlin, Head of Workforce Planning and Development Service, 870 2250 Gaynor Wright, Procurement Officer, 800 4202</p>	November 2009 – March 2010 Contract report and recommendation	Chief Executive
CORPORATE SERVICES Children/Young People &	<p>Key Decision Objective: The funded service is a specialist substance misuse service for children, young people and families, including families where children are affected by their parent's</p>	November 2009 – March 2010	Chief Executive

<p>Family Substance Misuse Specialist Service (Manchester)</p>	<p>substance misuse. The contract will be initially for one year with an option to renew annually for up to a further 4 years until 31 March 2015. Starting April 2010 and an annual value of approx £644k. Consultees: Stakeholders Contact: Ian Jeffery, Senior Contract's Officer, tel 0161 219 6927 Eunice Mannion, Policy Officer tel 0161 219 6937 Colin Butterworth, Procurement Officer tel 800 3434</p>	<p>Contract report and recommendation</p>	
<p>CORPORATE SERVICES IT System for Street Management</p>	<p>Key Decision Objective: A comprehensive Street Management and Parking Services IT system in support of enforcement under various items of legalisation and associated services. This is a five year contract with an option to extend for up to two years with an annual value of £200k and a start date of April 2010. Consultees: Stakeholders Contact: Graham Marsh, Parking Manager, tel: 800 4039 Chris Johnson, Procurement Officer tel: 800 3085</p>	<p>November 2009 – March 2010 Contract report and recommendation</p>	<p>Director of Neighbourhood Services</p>
<p>CORPORATE SERVICES Structural Engineers Consultancy Framework in support of Corporate Technical Services Capital Programme delivery (re tender)</p>	<p>Key Decision Objective: Seek approval to appoint new partners to a replacement framework contract of four years duration, in support of Corporate Technical Services Capital Programme delivery responsibilities, following full OJEU procurement process. Consultees: Capital Programme Division Management who are stakeholders in the use of these services, and who will input to the mini competition process. Also Corporate Procurement Team and Legal team (Des Gardner / Richard Purcell)</p>	<p>November 09 – December 09 Framework Tender Report</p>	<p>City Treasurer/ Chief Executive</p>
<p>CORPORATE SERVICES FM (Facilities Management) Consultancy Framework</p>	<p>Key Decision Objective: Seek approval to appoint new partners to a replacement and extension of the existing Asbestos framework contract of four years duration, in support of Corporate Technical Services FM strategy development work, following full OJEU procurement process.</p>	<p>November 2009 – March 2010 Framework Tender Report</p>	<p>City Treasurer/ Chief Executive</p>

in support of Corporate Technical Services Capital FM strategy development work (Re-tender and extension of the existing Asbestos Surveying Framework)	Consultees: Capital Programme Division Management who are stakeholders in the use of these services, and who will input to the mini competition process. Also Corporate Procurement Team and Legal team (Des Gardner / Richard Purcell) and MWL (JV)		
CORPORATE SERVICES Hire of Small Plant	Key Decision Objective: Framework of providers for the hire of small plant equipment Consultees: OJEU Open Tender Process Contact: Colin Butterworth, Senior Procurement Manager, tel: 234 3434 or Gary Campin. Transport and Plant Manager, tel: 957 8300	November 2009 – March 2010 Recommendations following the tender process	Director of Neighbourhood Services
CORPORATE SERVICES Valuation and Property Services	Key Decision Objective: Appointment of a strategic framework partners to provide valuation, development and property advice to Corporate Property. Consultees: Stakeholders in writing to Corporate Property	November 2009 – March 2010 Tender submissions and scores	Chief Executive/City Treasurer
CORPORATE PROPERTY Land at Little Peter Street Car Park on Medlock Street	Key Decision Objective: Disposal of land for development /regeneration by way of a 250 year lease at a premium plus overage Consultees: Stakeholders and Members Contact: Corporate Property/City Centre Regeneration Team	November 2009 Commercial Plan and Master Plan	Executive

**Resources and Governance Overview and Scrutiny Committee
Work Programme 2008/9 – November 2009**

12 November 2009 – report deadline Monday 2 November				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
1 Partners - Risk Management and Efficiency Savings	To invite the PCT, the Police, Fire Service and Passenger Transport Executive to attend and discuss: - <ul style="list-style-type: none"> • Their risk management arrangements (with examples of risk registers where possible.) • Their efficiency programmes and how they are releasing savings 	Councillor Priest	Sharon Kemp Courtney Brightwell	
2 Manchester Partnership – Risk Management	To look at the risk management arrangements of the Manchester Partnership.	Councillor Priest	Sharon Kemp Tom Powell Andrew Ballantyne Jane Abdulla John Gill	
3 AGMA – Improvement and Efficiency Commission	To receive an overview of the role of the AGMA Improvement and Efficiency Commission	Councillor Priest	Elaine Bowker	
4 Information and Overview Report	Note providing further information on the key decision regarding the contract for the provision of non-specialised security services	Councillor Priest	Richard Paver Ian Brown	
5 Executive Car	To receive a report on the appropriateness of the proposed renewal of the contract for external provision of a chauffeur driven car	Councillor Priest	Richard Paver Ian Brown	

6 First Street	Report to Executive outlining progress on the regeneration scheme and seeking a delegation to complete legal documents and acquisition of land.	Councillor Priest	Richard Paver Helen Jones Part Bartoli Des Gardner	PARTS A and B
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10 December 2009 – report deadline Monday 30 November

Item	Purpose	Lead Executive Member	Lead Officer	Comments
1 Quarterly Performance Report 2	To receive the second quarter Local Area Agreement performance indicators	Councillor J Battle	Andy Blore	
2 Budget Update	To update the Committee on the process of establishing the budget for 2010.	Councillor Priest	Richard Paver	
3 Information and Communication Technology (ICT)	To look at the long-term impact on services of the ICT disruption in February / March 2009. To include detailed information on the installation of Wyse terminals and the associated costs.	Councillor Priest	Steve Park, MIP Fiona Worrall	
4 Governance of Health and Safety	To receive an overview of Health and Safety practice. To look at how the Council responds to accidents and incidents on its property and manages the health and safety of its staff. To look at how risks in this area of work are managed.	Councillor Priest	Simon Gardiner John Gill	

5 Customer Relationship Management and Document Management systems implementation	To look at and comment on the implementation of the CRM system and the document management system. To include how much of the increased capital expenditure was spent on the Customer Relationship Management (CRM) system roll out, the implementation of the Information Strategy, aspects of the SAP software system and the creation of the Corporate Contact Centre	Councillor Priest	Elaine Bowker	See minute RG/09/27: (21 May 2009)
6 Business Plans	To select a couple of Business Plans for scrutiny at the next meeting.	Councillor Priest	Courtney Brightwell	
7 Information and Overview Report				

7 January 2010 – report deadline Thursday 17 December

Item	Purpose	Lead Executive Member	Lead Officer	Comments
1 Business Plans	To look at the Business Plans selected in December. To focus on how the business plans have developed since October. To include the lines of enquiry developed through the Scrutiny Co-ordinating Group.	Various	Sharon Kemp Heads of Service for the selected Business Plans	
2 Business Continuity in Business Plans	To provide an overview of how Council services are ensuring they have adequate business continuity arrangements in their business plans.	Councillor Priest	Tom Croall	

3 Neighbourhood Funding Strategy (NFS) implementation in Business Plans	To look at how NFS proposals are being implemented and addressed in business plans.	Councillor Priest	Maria Boylan	
4 Outcomes from the Comprehensive Area Assessment	To look at how the Audit Commission has rated the ability of public services to work together and what actions will be taken as a result of this. To include our Use of Resources score	Councillor Leese	Sharon Kemp	
5 Information and Overview Report	Briefing note on sample sizes and response rates in satisfaction surveys in Leisure Services Business Plan	Councillor Amesbury	Eamonn O'Rourke	

4 February 2010 – report deadline Monday 25 January

Item	Purpose	Lead Executive Member	Lead Officer	Comments
1 Statutory City Region Pilot	To look at the governance arrangements for the Statutory City Region Pilot when negotiations are at a more advanced stage. To look at how AGMA will provide oversight of the GM Strategy.	Councillor Leese	Steve Mycio	See minute RG/09/46
2 Draft Treasury Management Strategy	To look at the draft Strategy.	Councillor Priest	Richard Paver Carol Culley	See minutes from June 2009 (Also to Council)
3 Use of Resources Results	To look at the Use of Resources Inspection results of NHS Manchester and GM Fire and Rescue Service..	Councillor Priest	Richard Paver Carol Culley NHS Manchester GM Fire and Rescue	

4 Information and Overview Report				
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22 February 2010 – report deadline Thursday 10 February

Item	Purpose	Lead Executive Member	Lead Officer	Comments
Budget	To look at the Executive's budget proposals to Council, the opposition amendment, the Housing Revenue account and Scrutiny's involvement / public involvement in the budget setting process.	Councillor Priest	Richard Paver	

4 March 2010 – report deadline Monday 22 February

Item	Purpose	Lead Executive Member	Lead Officer	Comments
1 Quarterly Performance Report 3	To receive the third quarter Local Area Agreement performance indicators	Councillor J Battle	Forid Meah	Timing TBC
2				
3				
4 Information and Overview Report				

Items To Be Scheduled

Sportcity	Outcome of rental renegotiations	Councillor Amesbury	Richard Paver Eammon O'Rourke	
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Census Preparation	To look at the how the Council is preparing for the next Census.	Councillor Leese	Richard Paver John Bradley	
Asset Management Plan	Corporate Property will provide an annual update on the development of the Asset Management Plan. This will be due in July 2010.	Councillor Priest	Helen M Jones Lydia Morrison	See minute RG/09/49
Section 106 activity	Planning will provide an annual monitoring report on section 106 activity. This will be due in July 2010.	Councillor Cowell	Peter Babb Julie Roscoe	See minute RG/09/50
Commissioning: Reviewing Needs and Recommissioning	To look at how reviewing needs and recomissioning is done as part of the Commissioning cycle.	Councillor Leese	Sharon Kemp	See minute RG/09/62