

**MANCHESTER CITY COUNCIL
REPORT FOR RESOLUTION**

COMMITTEE: PERSONNEL

REPORT OF: CHIEF EXECUTIVE AND CITY TREASURER

DATE: 20 JUNE 2007

SUBJECT: RESEARCH AND INTELLIGENCE CAPACITY

PURPOSE OF REPORT

To set out proposals to enhance and focus the City Council's research and intelligence capacity through the creation of new posts of Head of Corporate Research and Intelligence in the Chief Executive's Department and National Census Coordinator in the City Treasurer's Department. This latter post will be responsible for preparations for the 2011 National Census and to ensure that the results of the Census are accurate and verifiable in terms of the Council's wider governance and financial responsibilities.

RECOMMENDATIONS

The Committee is recommended to:

1. Approve the establishment of new posts of:
 - (i.) Head of Corporate Research and Intelligence at a salary of £60,000, reporting to the Assistant Chief Executive (Performance);
 - (ii.) National Census Coordinator at a salary of £57,171.
2. Grant delegated authority to the Assistant Chief Executive, in consultation with the Head of Corporate Personnel to finalise the job description for this post and progress appointment in accordance with established City Council policy and practice.
3. Approve the appointment of the current Head of Audit and Risk Management at his current salary of £57,171 to the new post of National Census Coordinator.
4. Grant delegated authority to the City Treasurer in consultation with the Head of Corporate Personnel to review and implement revised arrangements for the overall management of the internal audit and risk management functions following the appointment of the Head of Audit and Risk Management to the post of National Census Coordinator.

FINANCIAL CONSEQUENCES FOR THE CAPITAL AND REVENUE BUDGETS:

The creation of the new posts of Head of Corporate Research and Intelligence and National Census Coordinator will cost circa £140,000 per annum inclusive of salary related costs. It is intended to approach the Executive to identify arrangements for the short term funding of these posts. In the longer term these two new posts will become self funding through savings achieved from the rationalisation of existing research and intelligence functions as well as the identification of additional income streams.

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BACKGROUND DOCUMENTS:

Review of Research and Intelligence in Manchester City Council by Manchester Geomatics.

WARDS AFFECTED:

All

IMPLICATIONS FOR KEY COUNCIL POLICIES:

Anti-poverty	Equal Opportunities	Environment	Employment
Yes	Nil	Nil	Yes

1. **BACKGROUND**

- 1.1 Over the past six months officers have been undertaking detailed work on the composition and demography of the City's population and the impact this has on provision of Council services. One of the key findings of this research is that national and local data sets do not fully reflect the actual characteristics of Manchester's population and that this has a significant impact on central government resource allocation and policy determination.
- 1.2 Properly informing the methodology for the next census is critical to securing an accurate outcome which will ensure appropriate resources for the Council and for other public services serving the city such as the NHS. The scale and longevity of the resource implications cannot be overstated.

2. **RESEARCH AND INTELLIGENCE CAPACITY WITHIN THE CITY COUNCIL**

- 2.1 The Chief Executive and the City Treasurer believe that Manchester needs to strengthen the co-ordination of the research and intelligence capacity within the Council and that this should focus on the capacity needed to assist and challenge preparations for the next national census in 2011. Officers have therefore commissioned and received an external review of the leadership and co-ordination of research and intelligence capacity by Manchester Geomatics. A copy of the review report can be made available for Members on request.
- 2.2 The report recommends that a new post of Head of Corporate Research and Intelligence should be established, and have professional responsibility for other senior research and intelligence staff in the Authority.
- 2.3 This post would provide a clear overview of what resources are available, of what research and intelligence work is being carried out across the authority and to set a corporate research and intelligence agenda. The post would also provide leadership, continuous professional development and focus to the staff employed in this area, although for the immediate future current research and intelligence staff would remain operationally accountable to their current managers.
- 2.4 The Committee are therefore recommended to establish a new post of Head of Corporate Research and Intelligence to have primary responsibility for the following activities:-
 - Acting as a research "champion" for the Strategic Management Team
 - Acting as a "bridge" for information to the SMT, helping it understand what information is available, and presenting key issues that emerge from analysis.
 - Agreeing, with Heads of Service, the relationship between research staff in individual services and corporate research.

- Responsibility for creating and ensuring the maintenance of a set of core strategic data.
 - Maintaining an overview of research and intelligence resources throughout the Authority.
- 2.5 This post would report to the Assistant Chief Executive (Performance) and, following consultation with the Head of Corporate Personnel, a salary of £60,000 is recommended which is consistent with salaries paid for other service heads operating at a similar level within the Chief Executive's Department. Subject to the Committee approving the assignment of this post it is recommended that delegated authority is granted to the Assistant Chief Executive (Performance) in consultation with the Head of Corporate Personnel to finalise the job description for this post and progress appointment in accordance with established City Council policy and practice.

3. CENSUS PREPARATION AND CONSOLIDATION

- 3.1 In order to make effective preparations for the City Council's input for the next 2011 National Census it is proposed to create a new post of National Census Coordinator. Following concerns about the accuracy and reliability of outcomes from the 2001 National Census the Head of Audit and Risk Management played a prominent role in rationalising and improving the accuracy of this information. As such the Head of Audit and Risk Management has ideal skills and experience to be immediately job ready for the lead role of census preparation. It is therefore proposed that the Head of Audit and Risk Management is appointed into this new role at his current salary of £57,171.
- 3.2 It is urgent that this work commences as a priority, given Manchester is looking to become one of the areas that are used for the 2009 census dress rehearsal. An active and accelerated process is required both to support Manchester's input to the development of the methodology for the census and to build up internal information sources which will underpin the conduct of the census and assist in validating its outcome.
- 3.3 It is requested that delegated authority is graded to the City Treasurer in consultation with the Head of Corporate Personnel in order to review and implement revised arrangements for the overall management of the internal audit and risk management functions following the appointment of the Head of Audit and Risk Management to the post of National Census Coordinator.

4. COMMENTS OF HEAD OF CORPORATE PERSONNEL

- 4.1 I have discussed the proposals set out in this report with the Assistant Chief Executive (Performance) and the City Treasurer and am in full support of the proposed arrangements set out.
- 4.2 The new post of Head of Corporate Research and Intelligence will provide a focal point for all of the City Council's commitments to develop an

understanding of the city's demography and composition. The post will also serve to co-ordinate existing arrangements and secure better outcomes than are available through the current disparate range of practices.

- 4.3 I believe that the proposed salary of £60,000 is reasonable and commensurate with the amount paid for other service heads operating at a similar level within the Chief Executive's department.
- 4.4 I will support the Assistant Chief Executive (Performance) to make appropriate arrangements for advertising and progressing an appointment to this new post.
- 4.5 Subject to Members agreeing to the creation of the new post of National Census Coordinator and the appointment of the Head of Audit and Risk Management to this role, I will support the City Treasurer in the development and implementation of revised arrangements for the overall management of the internal audit and risk management functions.

5. **IMPLICATIONS FOR KEY COUNCIL POLICIES**

- 5.1 Development of enhanced research and intelligence capacity across the City Council will directly support other City Council approaches to addressing poverty and creating employment opportunities within the city.