

Key Decision

Made by an Executive Member or Chief Officer



MANCHESTER
CITY COUNCIL

Notice of Key Decision Made

Decision maker	Chief Executive
Date of decision	6 May 2016
What is the decision?	Approval to: <ul style="list-style-type: none">- enter in to a two year lease for part of Peter House, Oxford Street, Manchester- spend up to £1.5m on decant and other costs arising from the Town Hall survey in 2016/17;- release funds held in reserve to the value of £1.5m; and- commit to funding the associated costs of c£1m for the remaining period of the lease from April 2017.
Reasons for the decision (but excluding any exempt or confidential information)	Due to Health and Safety considerations staff are required to be decanted from part of the Town Hall and the area secured. There are also further minor costs in respect of the current phase of the Town Hall feasibility study.
Alternatives considered and rejected	Not applicable
Interests Declared	None
Officer contact details For any further information	Name: Janice Gotts Tel: 0161 234 1017 Email: j.gotts@manchester.gov.uk

Register of Key Decisions

Register of Key Decisions Reference	Not applicable.
OR – if not published in the Register of Key Decisions	
Reasons for special urgency such that this was not published in a Register of Key Decisions	The requirement to decant staff urgently to address health and safety considerations and the lead in time for the decant to take place means that the decision must be made immediately.

Scrutiny Call In

Call-in deadline	Exempt from the call in procedure
OR – if Exempt from Call-in	
Advice as to how any delay would seriously prejudice the legal or financial position of the Council	<p>Due to recent findings from the Town Hall survey it has been deemed essential that staff from levels 5 to 7 of the Town Hall should be relocated due to Health and Safety reasons. Suitable alternative premises have been identified which require urgent confirmation to allow for the lead in time to effect the move.</p> <p>There is also a requirement to commence the procurement of a supply chain liaison officer to support the training and up-skilling of the local workforce, as well as resource the minor office costs for the project team.</p>
Scrutiny Chair who agreed the urgency	Councillor Carl Ollerhead, Chair of Finance Scrutiny
Date this notice was published	9 May 2016



Urgent Key Decision

Request to a Scrutiny Chair that an Urgent Key Decision be made without being published in the Forward Plan, and/or that the Key Decision be exempt from Call-In for Scrutiny

Decision maker	Chief Executive
What is the decision?	Approval to: <ul style="list-style-type: none"> - enter in to a two year lease for part of Peter House, Oxford Street, Manchester - spend up to £1.5m on decant and other costs arising from the Town Hall feasibility study in 2016/17; - release funds held in reserve to the value of £1.5m; and - commit to funding the associated costs of c£1m for the remaining period of the lease from April 2017.
Non-confidential reports Can be made available to the public	Not applicable
Confidential reports Containing confidential or exempt information	Briefing note to Leader and Chief Executive, 3 May 2016
Reason for confidentiality	Information regarding lease negotiation. Restricted circulation at the discretion of the Town Hall Project Board.
Intended date of decision	6 May 2015
Officer contact details For any further information	Name: Janice Gotts Tel: 0161 234 1017 Email: j.gotts@manchester.gov.uk
Has the decision been published in the Register of Key Decisions?	No
Reasons for special urgency such that this cannot be published in the Register of Key Decisions	The requirement to decant staff urgently to address health and safety considerations and the lead in time for the decant to take place means that the decision must be made immediately.
Is exemption from call-in for scrutiny needed?	Yes
Advice as to how any delay will seriously prejudice the legal or financial position of the Council	Due to recent findings from the Town Hall survey it has been deemed essential that staff from levels 5 to 7 of the Town Hall should be relocated due to health and safety reasons. Suitable alternative premises have been

	<p>identified which require urgent confirmation to allow for the lead in time to effect the move. There is also a requirement to commence the procurement of a supply chain liaison officer to support the training and up-skilling of the local workforce, as well as resource the minor office costs for the project team.</p>	
<p>Scrutiny Chair who has agreed the decision is reasonable and urgent</p>	Name	Councillor Carl Ollerhead (Chair of Finance Scrutiny)
	Signed	SIGNATURE REDACTED
	Date	6 May 2016

Request prepared by:	Janice Gotts (Corporate Head of Finance)
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