

# **BIRMINGHAM CITY COUNCIL**

## **RESOURCES OVERVIEW AND SCRUTINY COMMITTEE**

**THURSDAY, 15 OCTOBER 2020 AT 14:00 HOURS**  
**IN ON-LINE MEETING, MICROSOFT TEAMS**

### **A G E N D A**

1 **NOTICE OF RECORDING/WEBCAST**

The Chairman to advise/meeting to note that this meeting will be webcast for live or subsequent broadcast via the Council's Internet site ([www.civico.net/birmingham](http://www.civico.net/birmingham)) and that members of the press/public may record and take photographs except where there are confidential or exempt items.

2 **APOLOGIES**

To receive any apologies.

3 **DECLARATIONS OF INTERESTS**

Members are reminded that they must declare all relevant pecuniary and non pecuniary interests arising from any business to be discussed at this meeting. If a disclosable pecuniary interest is declared a Member must not speak or take part in that agenda item. Any declarations will be recorded in the minutes of the meeting.

**3 - 10**

4 **ACTION NOTES - 10 SEPTEMBER 2020**

To agree the action notes of the meeting held on 10 September 2020.

**11 - 20**

5 **FINANCIAL MONITORING 2020/21 - MONTH 5**

To consider the Month 5 Exception Report.

**21 - 24**

6 **INREACH**

To receive a report on financial issues relating to InReach.

**25 - 40**

7 **PLANNED PROCUREMENT ACTIVITIES REPORT**

To consider the Cabinet report (considered on 13 October) on planned procurement activity.

8 **WORK PROGRAMME**

For discussion.

9 **DATE OF THE NEXT MEETING - THURSDAY 12 NOVEMBER, 2020 AT 1000 HOURS**

To note the date of the next meeting.

10 **REQUEST(S) FOR CALL IN/COUNCILLOR CALL FOR ACTION/PETITIONS RECEIVED (IF ANY)**

To consider any request for call in/councillor call for action/petitions (if received).

11 **OTHER URGENT BUSINESS**

To consider any items of business by reason of special circumstances (to be specified) that in the opinion of the Chairman are matters of urgency.

12 **AUTHORITY TO CHAIRMAN AND OFFICERS**

Chairman to move:-

'In an urgent situation between meetings, the Chairman jointly with the relevant Chief Officer has authority to act on behalf of the Committee'.

13 **EXCLUSION OF THE PUBLIC**

That in view of the nature of the business to be transacted which includes exempt information of the category indicated the public be now excluded from the meeting:-

Exempt Paragraph 3

**PRIVATE AGENDA**

1 **PLANNED PROCUREMENT ACTIVITIES REPORT APPENDIX**

- Information relating to the financial or business affairs of any particular person (including the authority holding that information);

2 **OTHER URGENT BUSINESS (EXEMPT INFORMATION)**

To consider any items of business by reason of special circumstances (to be specified) that in the opinion of the Chairman are matters of urgency.

## BIRMINGHAM CITY COUNCIL

# RESOURCES O&S COMMITTEE – PUBLIC MEETING

1300 hours on Thursday 10 September 2020 (On-line Meeting)

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### **Present:**

Councillor Sir Albert Bore (Chair)

Councillors: Muhammed Afzal, Meirion Jenkins, Paul Tilsley and Lisa Trickett.

### **Also Present:**

Councillor Ian Ward, Leader

Councillor Tristan Chatfield, Cabinet Member, Finance and Resources

Craig Cooper, Programme Director, Commonwealth Games

Julie Griffin, Acting Assistant Director, Housing

Rob James, Acting Director, Neighbourhoods

Gary Messenger, Head of Service – Housing Options and PRS

Guy Olivant, Major Developments Lead

Sara Pitt, Assistant Director, Service Finance

Darren Share, Assistant Director, Street Scene

Carl Tomlinson, Finance Business Partner, Neighbourhoods

Jayne Bowles, Scrutiny Officer

Emma Williamson, Head of Scrutiny

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### **1. NOTICE OF RECORDING/WEBCAST**

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### **2. APOLOGIES**

Apologies were received from Councillor Brett O'Reilly.

### 3. DECLARATIONS OF INTERESTS

None.

### 4. ACTION NOTES – 23 JULY 2020 & 25 AUGUST 2020

(See documents 1 and 2)

The Chair updated Members on the following:

- 23 July 2020 notes – the In-Reach item which had originally been scheduled for this meeting had been deferred to October;
- 25 August 2020 notes – the call in report went to Cabinet on 8 September where it was decided to put the recommendations which had been agreed by Cabinet Members and Chief Officers to the Cabinet without alteration and Cabinet agreed therefore to proceed on those recommendations.

#### **RESOLVED:-**

The action notes of 23 July 2020 and 25 August 2020 were agreed.

### 5. NEIGHBOURHOODS DIRECTORATE

(See documents 3 and 4)

Rob James, Acting Director, Neighbourhoods, Julie Griffin, Acting AD, Housing, and Darren Share, AD, Street Scene attended for this item.

The Chair gave the background to the request for this item, explaining that the financial monitoring reports in 2019/20 continually referred to issues within the Neighbourhoods Directorate budget and Members felt that those were areas the Committee should focus on in order to satisfy themselves that going forward in 2020/21 these issues would not repeat themselves, especially as they had noted that in the budget set in February, an additional revenue budget was allocated to several areas of the directorate.

Rob James gave a brief overview and made the following points:

- There were a number of issues, particularly in the Street Scene portfolio and the Housing portfolio, which made up the vast majority of the overspend in the financial outturn for the directorate;
- Within Street Scene, £4.6m of the £10.9m overspend related to staffing due to the non-implementation of the revised management and structure;
- In addition, there were higher vehicle maintenance costs in the region of £2.9m and a shortfall in trade waste income;
- The overspend in Housing related mainly to demand on the Housing Options service and that reflected the cost of temporary accommodation;
- There was also a shortfall on income related to Bereavement Services and the Market service where a number of traders have left and there are vacant pitches;

- Work had been done throughout the year to ensure budgets were correct and CIPFA have been engaged to do a “deep dive” to ensure that the directorate has now got this right and to verify value for money services;
- A specific area which CIPFA have been asked to look at is the income targets that are set in the Trade Waste Service and Bereavement Services to ensure that we are getting market share and value for money;
- CIPFA have also been asked to look at the Housing Options Service in terms of value for money;
- There have been additional demands across all areas of the council due to Covid and that will be reflected but separated out in terms of the budget;
- Currently, the directorate is in a position of approximately £200,000 overspend that is outside of the Covid related expenditure;
- There are still some pressures, but they are being mitigated and the reports show the detail;
- The Chair indicated that this Committee would be interested in seeing the results of the CIPFA “deep dive” and suggested this be programmed for a future meeting.

Julie Griffin, Acting AD, Housing, and Darren Share, AD, Street Scene, took Members through their respective reports and in response to Members’ questions, the following were amongst the main points raised:

**Housing:**

- Concern was expressed that the new operating model for Housing Options, which had come up regularly in 2019/20 monitoring reports, was still likely to be a long time coming, with it now not being due to be implemented until April 2021;
- It was explained that consultation had been due to start in April but was delayed due to Covid and that this would now start in October;
- An independent review had been commissioned in March, this had been received in June and work had been undertaken to ensure that the recommendations in that review were captured in the new model;
- With regard to the £1.5m savings expectation, Members were told that one-off mitigations had been identified for this year, including a reduction in the unit cost of bed and breakfast accommodation, a reduction in private sector leasing spend, and an employee underspend in relation to vacancies;
- They are confident that they can deliver on those savings and it is anticipated that with the new operating model focussing on prevention future years savings will come through as a result in a reduction of use of bed and breakfast and temporary accommodation;
- There has been an additional £3.8m additional revenue allocated, and a level of contingency has been built in, but it is anticipated that when the no eviction ban is lifted there is a concern about the number of people who may be made homeless;

- They are awaiting the outcome of the CIPFA review to ensure that the base budget is viable;
- A full review of temporary accommodation and charges will be completed in the next couple of months, along with bed and breakfast and our own stock, to ensure fair charges;
- They are working hard with the private rented sector to ensure accommodation which is fit for purpose and also looking at bigger family homes;
- With regard to the decision to close homeless centres and move to the one location in Newtown, Members were told that during the pandemic there had been a move to more of an agile and responsive service through the contact centre, with assessments done over the telephone, and that was working well.

#### **Street Scene:**

- A point of clarification was made that the report talks about the outturn and does not include mitigations for this year;
- Trade Waste – they are looking at improving the customer base and it was acknowledged that some contracts had been lost during the period of industrial action although they are starting to pick up some new customers;
- Members welcomed the fact that the income target has been reduced for this year and said that a more realistic income target is appropriate and should have been done in previous years;
- It is a similar story in Street Cleansing where the income has been reduced due to large city centre events undertaking their own clearance;
- Concern was expressed, however, that the council still has an obligation if standards are not met, but Members were assured that we do review their waste management plans (if we haven't been invited to do the work) and where we have helped, we do re-charge the event organisers;
- Members stressed the need for ensuring businesses have valid trade waste contracts;
- With regard to the income reduction in Garage/Stores/Driver Training Centre, Members were told that the fleet is being reviewed;
- The majority of the loss of income has been down to individual areas buying their own vehicles and having their own rental or leasing arrangements and not coming through the garage any more;
- The income target for this area has therefore been reduced to a £1m target to recognise that;
- Some of the taxi assessments have also been lost and we are competing with the private sector in terms of driver training;
- In terms of mitigations, the view was expressed that a lot of posts would have to be cut to make expenditure meet income and whether realistically this should be outsourced;

- Members were told the team do work extremely hard and currently half of the posts are vacant and the new vehicles being brought in will take some of the pressure off;
- Going forward, there is a review looking at transport and that could give us alternative methods of delivery but we do have a responsibility to make sure vehicles are correctly maintained;
- The current position is that a pressure of £150,000 is being reported;
- In light of the fact that Members' concerns are heightened by the level of overspend in this area, the Chair said that he would drop a note to the Cabinet Member to say that in consideration of the Street Scene budget for 2020/21 the item of income shortfall was highlighted and some concern was expressed by Members about that continuing shortfall on this budget line, notwithstanding the reduced income target;
- One final point was made that with regard to the Street Scene restructure, conversations with the Trade Unions, which had started in February, had been put on hold due to Covid but those discussions were about to start again.

**RESOLVED:-**

- The results of the CIPFA "deep dive" to be programmed for a future meeting;
- The Chair to write to the Cabinet Member for Street Scene and Parks highlighting the concerns of the Committee with regard to the income shortfall on the Garage/Stores/Driver Training Centre budget line;
- The report was noted.

**6. CWG ATHLETES VILLAGE**

(See document 5)

Councillor Ian Ward, Leader of the Council, Craig Cooper, Programme Director, Commonwealth Games, and Guy Olivant, Major Developments Lead, attended for this item.

In presenting the report, and in response to Members' questions, the following were amongst the main points raised:

- The Chair acknowledged that in view of the delays as a result of Covid, it was inevitable that the Organising Committee would take the decision to look at other facilities. That decision is accepted and the committee now wished to concentrate on the financial implications.
- The Leader told Members it was regrettable that the news had been leaked before the planned press conference and unfortunately the media and members of the public had taken the view that the village would not go ahead. The village will go ahead and will deliver both the homes and the legacy, it is simply that the athletes and officials will be accommodated elsewhere.
- The cost will be picked up by the Organising Committee;

- The village can now be re-designed to deliver a different type of development, if appropriate, and Members felt that the opportunity to create an urban centre for Perry Barr must be seized;
- By the end of July, around £157m had been spent on the village and surrounding area, including land assembly and demolition works;
- There were some games specific works within the Lendlease contracts and exclusions have now been instructed to avoid abortive costs;
- The original funding agreement with MHCLG covers accommodation, transport, games and legacy. That funding is secured and the commitment to the area is still in place;
- The regeneration is being funded through a combination of grants and borrowing which will be repaid following receipt of income from the development;
- Officers in Inclusive Growth are looking at the best way forward in terms of the return on investment and are exploring BMHT taking more units;
- There has to be a balance in the mix of housing to make the development viable;
- In response to a question about premium prices having been paid, eg for the acquisition of the bus depot, Members were told that the depot would have provided a transport mall, however they can now look to develop that in a different way.

**RESOLVED:-**

The report was noted.

**7. FINANCIAL MONITORING 2020/21 – MONTH 4**

(See document 6)

Councillor Tristan Chatfield, Cabinet Member for Finance and Resources, and Sara Pitt, AD, Service Finance, attended for this item.

Councillor Chatfield introduced the report, stating that the change in format had been maintained and addressed both the impact of Covid and the underlying position.

In the course of the discussion, and in response to Members' questions, the following were among the main points raised:

- The continuation of the new style reporting was welcomed, with the consistency making it easier to focus on issues;
- Members were concerned about the Birmingham Children's Trust overspend, noting that although this had decreased from Quarter 1/Month 3, there was obviously still a demand situation and so the budget in all probability will not meet need;
- The Chair confirmed that issues in relation to In-Reach would be addressed at the October meeting;
- With regard to the overspend in relation to Covid, as at Month 4 £84.3m had been received from Government, therefore for this year the gap has shrunk and some risks have not materialised;

- However, next year will be a big challenge especially in terms of a deficit in the collection fund;
- The report referred to the new ERP system “going through a re-set phase to establish and quantify financial and non-financial risks” and Members were told that a report would be going to Cabinet in late autumn to address some of these issues;
- It was agreed that this should come to Committee for consideration at the appropriate time, particularly given the work previously done on this when members of the working group were told the council had a fixed price contract;
- The Chair drew to Committee’s attention the deep dive reviews on debt being implemented by Finance and asked whether the short term rise in debt was because of increased risk due to Covid;
- It was confirmed that bad debt provision of £13m had been factored in for increased risk of non-collection due to Covid. They are seeing issues around Housing Benefit and Council Tax collection and the deep dive reviews are to ensure that they are tackling issues and preventing further debt;
- With reference to the paragraph on Policy Contingency and Use of Reserves and the statement that “given the significant financial pressures and the need to drive the new Chief Executive’s delivery plan there may be a need to re-prioritise the use of the policy contingency budget”, the Cabinet Member was asked what the Chief Executive’s delivery plan was going to entail;
- Members were told that the purpose of the delivery plan is to set the course for the next couple of years and this year there will be close integration between financial and business planning;

**RESOLVED:-**

- That the report on the new ERP system be presented to Committee at the appropriate time;
- The report was noted.

**8. PLANNED PROCUREMENT ACTIVITY REPORT**

(See document 7)

The Chair confirmed that this would now be a standing item on all agendas, as discussed at the last meeting.

**RESOLVED:-**

The report was noted.

**9. WORK PROGRAMME**

(See document 8)

The Chair advised Committee that the date of the November meeting had been changed and would now be held on Thursday 12<sup>th</sup> November at 10.00am.

**RESOLVED:-**

The report was noted.

**10. DATE OF NEXT MEETING**

Noted.

**11. REQUEST(S) FOR CALL IN/COUNCILLOR CALL FOR ACTION/PETITIONS RECEIVED (IF ANY)**

None.

**12. OTHER URGENT BUSINESS**

None

**13. AUTHORITY TO CHAIRMAN AND OFFICERS**

**RESOLVED:**

That in an urgent situation between meetings, the Chairman jointly with the relevant Chief Officer has authority to act on behalf of the Committee.

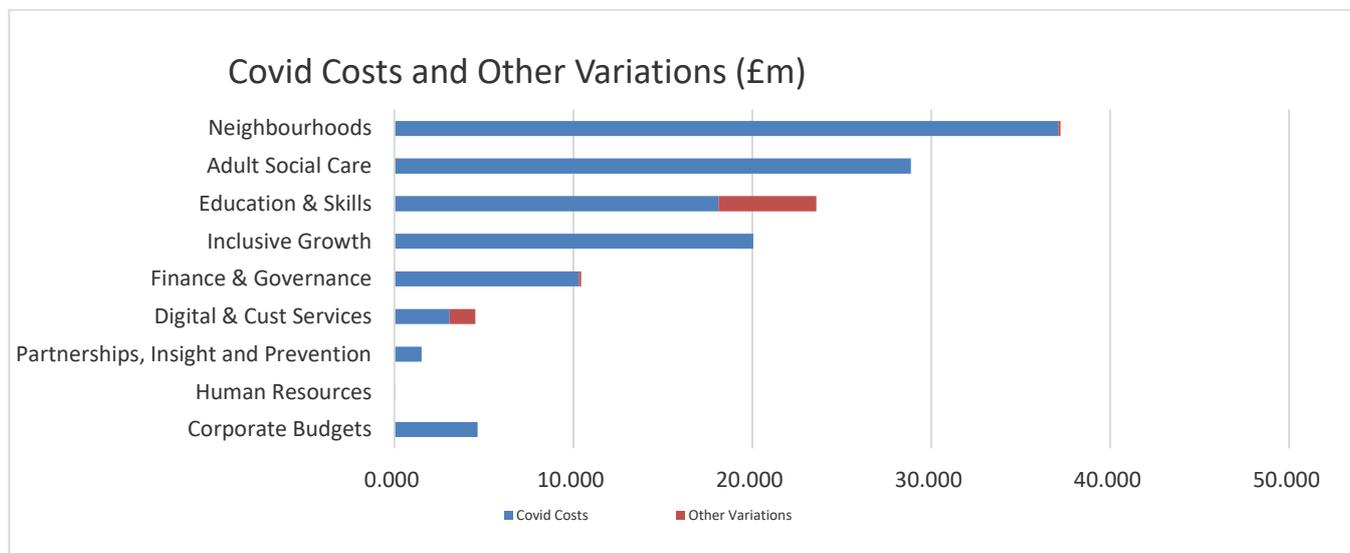
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The meeting ended at 1502 hours.

## Month 5 Financial Exception Report

### 1. High Level Summary Financial Position

- 1.1. This is an exception report on the major financial issues for the Council at Month 5. It is not a full financial forecast and the assumption is that there are no significant variances beyond the issues highlighted. The next full forecast will be reported in October.
- 1.2. The assessment at the end of August is that the Council's **General Fund**, is facing a net **overspend** of **£19.5m** (Column C in table1) which represents 2.3% of the £852.9m budget. **£17.4m** (Column D in table1) of the overspend relates to the Covid-19 emergency after applying the £84.3m government grant and £22.1m income loss funding, an increase in forecast income of £6.5m from last month. The funding gap is being dealt with as a corporate issue. Directorates non Covid-19 net overspend is **£2.1m** (Column E in table1), an improvement of £2.4m on month 4.
- 1.3. In July Directors were asked to review their Covid-19 decisions and assumptions and where there is choice to look to curb spending. There are also a range of other measures under consideration. Since month 4 the net overspend has fallen by £18.6m (Column C). The cost of the Covid-19 emergency has decreased by further £9.6m (Column D) in month 5 and there has been an increase in the forecast Income loss scheme funding of £6.5m (also Column D). There was also a decrease of £2.4m in non covid-19 costs in month 5 (Column E).



**2020-21 ANALYSIS OF IMPACT OF COVID-19 BETWEEN INCREASED EXPENDITURE  
AND LOSS OF INCOME**

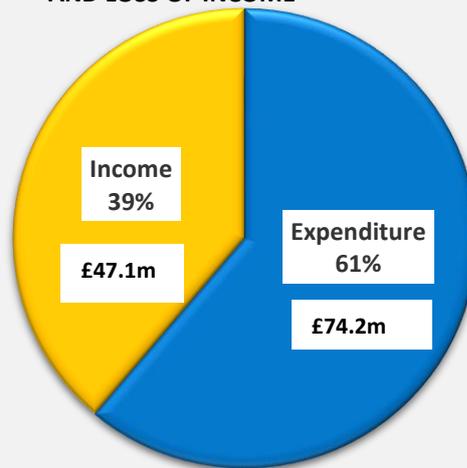


Table 1: High Level Summary	A	B	C	D	E	F	G	H
Directorate	Current Budget	Forecast Outturn	Total Over/(Under) Spend *	Covid 19 Financial Impact Included **	Over/(Under) spend Non Covid costs	Movement in Total Over/(Under) Spend***	Movement Covid 19 cost***	Movement in Non Covid cost***
	£m	£m	£m	£m	£m	£m	£m	£m
Neighbourhoods	125.646	162.872	37.226	37.100	0.126	(2.094)	(1.449)	(0.645)
Adult Social Care	329.344	355.251	25.907	28.865	(2.958)	(4.093)	(2.935)	(1.158)
Education & Skills	276.811	300.393	23.582	18.116	5.466	(3.918)	(3.884)	(0.034)
Inclusive Growth	105.494	123.513	18.018	20.063	(2.045)	(0.882)	(0.537)	(0.345)
Finance & Governance	9.669	20.103	10.434	10.311	0.123	0.234	0.011	0.223
Digital & Cust Services	29.263	33.787	4.523	3.088	1.435	(0.877)	(0.412)	(0.465)
Partnerships, Insight and Prevention	7.229	8.757	1.528	1.529	(0.001)	(0.096)	(0.095)	(0.001)
Human Resources	6.566	6.601	0.035	0.035	0.000	0.035	0.035	0.000
<b>Directorate Sub Total</b>	<b>890.023</b>	<b>1,011.276</b>	<b>121.253</b>	<b>119.107</b>	<b>2.146</b>	<b>(11.691)</b>	<b>(9.266)</b>	<b>(2.425)</b>
Corporate Budgets	(37.091)	(32.434)	4.657	4.657	0.000	(0.381)	(0.381)	0.000
Covid Funding	0.000	(84.278)	(84.278)	(84.278)	0.000	0.000	0.000	0.000
Income Loss Scheme Funding	0.000	(22.100)	(22.100)	(22.100)	0.000	(6.500)	(6.500)	0.000
<b>Corporate Subtotal</b>	<b>(37.091)</b>	<b>(138.812)</b>	<b>(101.721)</b>	<b>(101.721)</b>	<b>0.000</b>	<b>(6.881)</b>	<b>(6.881)</b>	<b>0.000</b>
<b>City Council General Fund</b>	<b>852.933</b>	<b>872.465</b>	<b>19.532</b>	<b>17.386</b>	<b>2.146</b>	<b>(18.572)</b>	<b>(16.147)</b>	<b>(2.425)</b>
Financial Position as at M4	852.933	905.005	38.104	33.533	4.571			
<b>Movement from previous M4</b>	<b>0.000</b>	<b>(32.540)</b>	<b>(18.572)</b>	<b>(16.147)</b>	<b>(2.425)</b>			
<b>Movement from previous M4 %</b>	<b>0.0%</b>	<b>(04)%</b>	<b>(49)%</b>	<b>(48)%</b>	<b>(53)%</b>			

\* the above table has been sorted according to the total over/under spend (largest to smallest)

\*\*this excludes Covid-19 risk, see [2.29 below](#)

\*\*\* This shows the movement from previous month.

## Analysis of Non covid pressure faced by Directorate

Directorate	non delivery of savings £m	expenditure variations £m	income variations £m	one-off mitigations £m	Non Covid 19 Financial Impact Included £m
Neighbourhoods	1.2	3.5	2.4	(7.0)	0.1
Adult Social Care	0.0	(1.0)	(2.0)	0.0	(3.0)
Education & Skills	0.0	5.4	0.1	0.0	5.5
Inclusive Growth	0.6	0.1	0.0	(2.7)	(2.0)
Finance & Governance	0.0	0.3	1.2	(1.4)	0.1
Digital & Cust Services	0.0	1.4	0.0	0.0	1.4
Partnerships, Insight and Prevention	0.0	(0.0)	0.0	0.0	(0.0)
Human Resources	0.0	0.0	0.0	0.0	0.0
<b>Directorate Sub Total</b>	<b>1.8</b>	<b>9.7</b>	<b>1.7</b>	<b>(11.1)</b>	<b>2.1</b>

*There was no over delivery of saving identified by the directorates.*

*The one-off mitigations of £7m for Neighbourhoods are covered in paragraph 2.9*

### Capital spend

- 1.4 2020/21 Capital spend is currently projected to be £748.7m, after projected slippage of £107.6m (£104.6m Covid related, £3.0m non-Covid related). However, there are still a number of uncertainties as a result of Covid which are yet to be quantified and are expected to impact on the capital spend for the year. The full multi-year capital programme is projected at £3,317.2m.
- 1.5 At the end of March 2020 most construction work paused whilst safe working practices were introduced on the Major Projects (for example, Commonwealth Games (CWG), Paradise, Birmingham Municipal Housing Trust (BMHT), Transport schemes). Work on several sites has restarted but whilst adhering to social distancing guidelines. The impact of this on delivery timescale and costs is being quantified as the situation evolves. A second wave of Covid could cause further disruption however it is hoped that the measures now put in place to achieve social distancing will prevent a second period of full closure although there may be a further impact on imports and material costs.
- 1.6 One significant scheme, relating to the disposal of Brasshouse to the Council's wholly owned company, InReach, for housing redevelopment, will not now proceed and alternative disposal options for the site are therefore being considered. The InReach scheme was originally budgeted to be financed through a £43m loan from the Council to InReach on commercial terms, and alternative schemes that are financially attractive to both the Council and InReach are being sought for evaluation in accordance with the strategic plans for InReach and the Council's financial regulations for the provision of loans.
- 1.7 The Commonwealth Games is subject to a separate report, so is not covered in this report.

- 1.8 Early impacts of Covid across the broader programme have been identified and mitigations put in place where possible to offset costs of enhanced welfare provisions resulting in a net forecast reduction in expenditure of £23.6m over all years (£6.7m in 2020/21). The scope and forecast spend is likely to change further as a result of this ongoing review and will be reported as and when quantified.
- 1.9 Phase 2 Paradise Circus continues to progress and a change request to reflect a share of additional Covid costs is expected once verified and will be presented to the GBSLEP as funding approvers. Positive talks continue to be held with prospective occupiers and announcements will be made as these are confirmed.
- 1.10 Basic Needs Additional School Places programme of £53.7m has progressed despite Covid interruptions. However, there is an impact on resources, and these are being managed and the risk reducing over time. The full impact on any costs associated with COVID-19 against projects is not yet known but will be included in a future report. The Housing Improvements Programme of £73.5m is currently projecting to spend to budget.
- 1.11 The impact of Covid has delayed the introduction of the Clean Air Zone, 2020/21 budget of £52.1m. As a result, the majority of capital spend is likely to take place in the next financial year, resulting in a slippage of £30.3m

## **2. Key Issues**

### **Non Covid-19 Related Issues**

#### **Education and Skills**

- 2.1. There is a non Covid overspend forecast for the directorate of £5.5m and the majority of this (£5 million) originates from the Children's Trust. The Council did invest an additional £6.1m of one-off monies into the contract sum for the Trust for 2020/21. However, there are demographic pressures over and above that, manifested primarily in additional placement costs. Children in Care numbers have risen from 1,830 (April 2018) to an average of 1,955 by March 2020. A gross pressure of £7 million has been reduced by £2 million (ongoing) from the renegotiation of contracts and the commissioning of placements. There is a risk that placement costs may further spike in September, when children return to school and more cases are reported. This risk is not quantified in the forecast. Better trend information is expected next month.
- 2.2. The Education and Skills Directorate together with Birmingham and Solihull Clinical Commissioning Group published a 'written statement of action' in July 2019, in response to the DfE, to make improvements to the special educational needs and disability (SEND) service. At this stage it is anticipated that any financial impact on the Local Authority will be met from the Dedicated Schools Grant (DSG). The provisional 2021/22 DSG settlement has indicated another substantial funding increase (12%). There are substantial pressures from both demography (pupil numbers) and increased complexity of provision, but the additional funding provides scope to also address the improvements necessary outlined in the 'written statement of action'.
- 2.3. There is a growing concern around schools with financial deficits. The number of schools in deficit has only grown by a small amount (from 38 to 40), but the total deficit amount has risen substantially from £7.2m to £9.0m; Where maintained schools convert to Academy status with a sponsor the licenced deficit will fall to the Council. The Local

Authority has contacted all schools with deficits and will review the robustness of deficit recovery plans in September. In addition, specific actions (including regular monitoring, meetings with schools, implementation of Interim Executive Boards, negotiations with Department for Education and alternate funding sources) are all being implemented to minimise the impact on the Council's budget.

### **Neighbourhoods**

- 2.6. The 2019/20 outturn for Neighbourhoods was an overspend of £19.3m. For 2020/21 additional budget has been allocated to Neighbourhoods of £23m. This funding should address the issues that were present in 2019/20.
- 2.7. At the end of month 5 the forecast for the Neighbourhoods Directorate outside of Covid-19 is an overspend of £0.2m. The forecast improved by £0.6m on that reported last month.
- 2.8. The position outside of Covid-19 impacts is mainly due to pressures within the Street Scene service including pressure of £1.5m on vehicle maintenance and hire costs within the waste fleet due to delays in the procurement of a new fleet as the old and mechanically less reliable vehicles being used past their natural life, income pressure of £1.5m within the Trade Waste service and pressure of £0.5m within the waste procurement project due to the use of external legal advice. The main pressure outside of Covid-19 within the Housing service is the £0.5m income target against the Selective Licensing scheme which was not launched due to regulation changes and legal advice. A review is currently taking place to determine viability and a way forward. This is currently being managed within the service through holding vacant posts. The Regulation and Enforcement service is forecasting income pressure of £0.9m in Bereavement and Markets. These pressures are offset by £4.0m Prudential Borrowing underspend due primarily to delays in procurement of vehicles. These borrowing decisions are the ownership of the Directorate, so are reported as a Directorate underspend. There are also other net underspends of £0.7m largely related to a delay in the 'Love your Street' initiative
- 2.9. Neighbourhoods Directorate has £7.0m of one-off mitigations that have been identified for 2020/21. These are the £4.0m related to Prudential Borrowing, £1.0m other mitigations in Street Scene (including the "Love your Street" initiative delay), £1.5m in Housing General Fund where reductions in Bed and Breakfast costs and vacancies have mitigated delays in the Service Redesign, and £0.5m in Neighbourhoods primarily through holding vacant posts pending the implementation of a new operating model

### **Adult Social Care**

- 2.10. The underspend of £2.9m is a result of additional funding towards health funded packages and continued reduction in ongoing use of agency staff. The improvement in month 5 is due to the additional funding.
- 2.11. Health are currently meeting the costs arising from most hospital discharges and health will also meet the first 6 weeks costs of placements from 1st October. There has been a significant reduction in residential and nursing placements in the year to date although August numbers have shown an increase in nursing and residential placements. However, there are still significant costs to be quantified in relation to Covid support to the care market (estimated to be £8m) in respect of actual costs incurred and it is anticipated that there is currently a significant level of hidden demand which will impact when lockdown is eased.

- 2.12. Added to this is an expected significant increase in the net cost of care packages due to the impact of short-term demand on prices, temporary health funding and a reduction in client contributions. To date the reduction in residential and nursing numbers has led to a £3.5m fall in forecast costs for the year, there is likely to be some volatility in Adults Projections as the key assumptions are refined due to the nature of the service it provides.
- 2.13. The Directorate's Transformation Programme continues to positively progress with the roll-out of the Customer Journey Restructure and the Early Intervention Programme over the coming months in order to deliver existing planned sustainable savings. Ongoing system-wide service transformation with partners (NHS) is continuing but no additional savings are assumed at this stage.
- 2.14. The short-term impact of Covid-19 has led to the need to retain additional agency Social Work capacity for longer than originally planned but has also meant that the Early Intervention process has been refined in advance of wider implementation. Following the implementation of the Customer Journey Restructure in September 2020 the planned reduction in the ongoing use of agency staff will result in a saving of £3.2m.

### **Inclusive Growth**

- 2.15. The majority of the directorates underspend is due to staff vacancies that have not yet been filled. The issues covered below have not changed since Month 4.
- 2.16. The Council is currently working with Birmingham Highways Ltd to re-procure the subcontract for its Highway Maintenance and Management PFI (HMMPFI) contract. Affordability will be assessed taking account of the total cost of a re-procured contract and available resources, with the outcome being factored in as part of setting future Council budgets.
- 2.17. On the 6th April 2020 the Council received approval from Government to delay the implementation of the Birmingham Clean Air Zone (CAZ) until no earlier than January 2021 and activities associated with delivery were scaled back reflecting the delays experienced and also the need for the Council to redeploy staff to support the Covid-19 response. The Council has remained committed to the CAZ. In the context of the national Covid-19 lockdown being eased activity is now progressing to enable implementation in 2021.
- 2.18. Property Services Commercial Property rental income - The Manhattan database is the Council's property information system, used to record and report on property interests and administer the raising of rent and service charge invoices. The current year-end forecast from the system is significantly lower than expected based upon the last financial year position and known/anticipated movements, (the forecast when compared to the commercial rent budget of £21.9m indicates a shortfall of circa £3.5m). A project has been initiated as a priority to establish the accuracy of the forecast and develop ongoing improvements, focussing on data integrity, process and reporting functionality. This is being supported by officers from Finance, ICT&D and Trimble (the Council's external system support provider). Additionally, external consultants Avison Young have been commissioned to provide detailed sector by sector analysis of the likely short and medium term impact of Covid-19 on income generation from the existing commercial property portfolio base.
- 2.19. The Directors of the Council's wholly owned company, InReach (Birmingham) Ltd, have made the decision not to progress with one of the planned schemes, Brasshouse, due to a combination of factors that have increased the level of risk. The Council expenditure

over the programme was budgeted at £43m, through a mix of equity and loan investments, and was to deliver an annual net income stream rising to £0.9m following the final loan drawdown. The company continues to deliver a net income stream resulting from the original Embankment scheme and current plans are to progress with the remaining smaller scheme.

### **Digital & Customer Services**

- 2.20. This variance is largely made up of £2.7m overspend on Agency staff, these additional staff costs are a direct result of the delayed restructure of the IT, this offset in the main by underspends on permanent staff budget and other minor items totalling circa £0.3m resulting the net £2.4m overspend. It is expected that the forecasted overspend in ICT&D will reduce and be dealt with as part of the centralisation of recharges work. This is expected to be cost neutral for other Directorates.

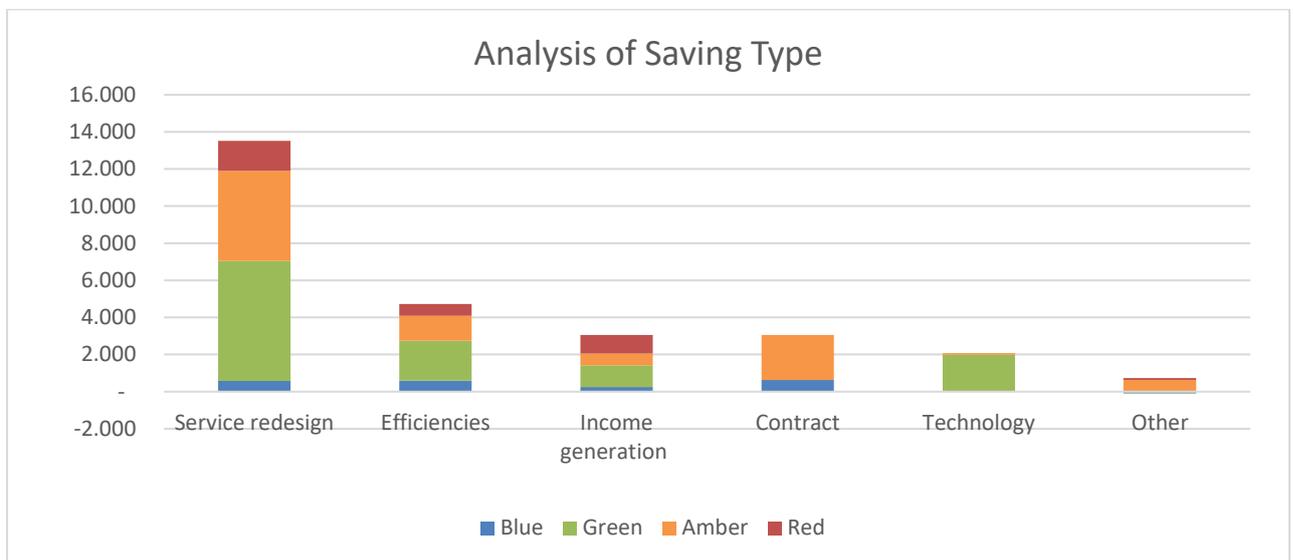
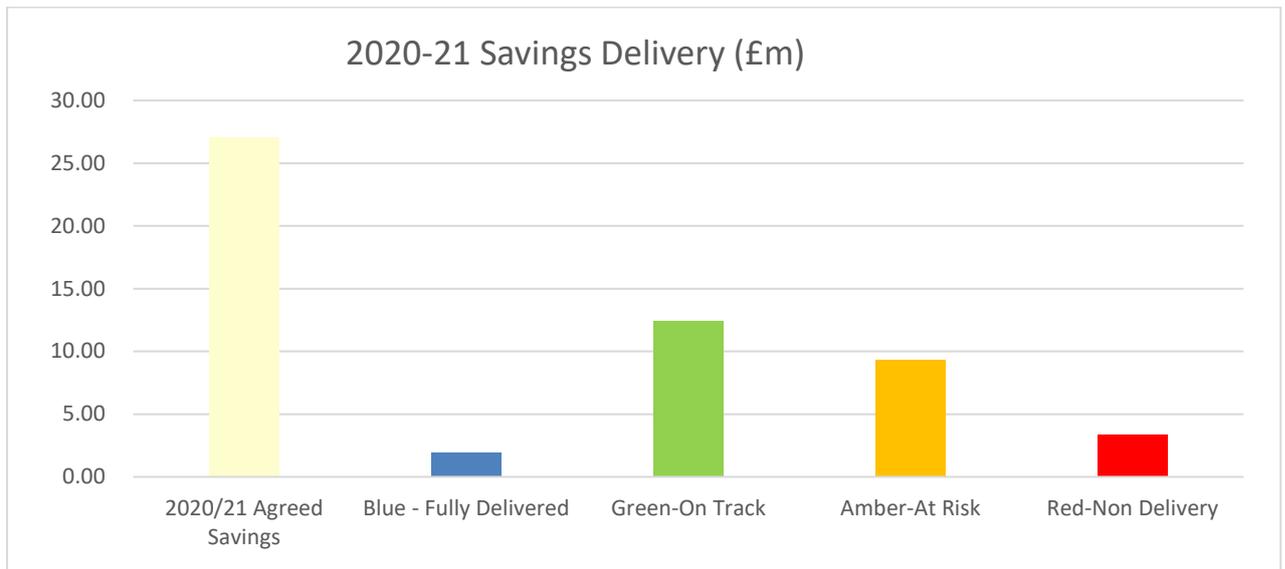
### **New Oracle Back office system (ERP)**

- 2.21. The programme, as a result of an assurance process, is going through a reset phase to establish and quantify financial and non-financial risks. A report to Cabinet is planned for December 2020.

### **Savings Programme**

- 2.22. The £27.1m savings programme for 2020-21 (shown in the following charts) has £9.3m at risk and £3.4m classed as undeliverable or non-delivered. Covid-19 has impacted savings delivery. The key non Covid-19 areas at risk or non-deliverable (those over £0.5m) are:

- **Contract** savings cut across all directorates. £0.6m has been delivered so far and while a delivery plan exists, the £2.4m remaining is now considered a risk as Covid-19 has caused services to reappraise their planned procurements. A report has been presented to CLT on a potential pipeline of savings from contracts, with recommendations for procurement to attend directorate DMT's to discuss these options and agree areas of focus.
- **Inclusive Growth** £0.6m saving from the reduction in Central Administrative Buildings (CAB) is at risk. In the interim period before a major CAB building was disposed of, this savings proposal would be partially mitigated from the revenue benefits from the disposal of a number of approved commercial properties. Unfortunately, the sale of two of the buildings has been delayed into 2020/21 and 2021/22, and the benefits reprofiled thereby creating a short term savings pressure. Any overall shortfall in savings achievement is being included in the overall IG revenue monitoring to see whether any alternative mitigations can be identified on a one-off basis.
- **Education** The target for Early Years has now been met as a result of the reconfiguration of the service and working in partnership with Public Health.



## Borrowing

2.23. The annual cost of servicing debt represents approximately 30% of the budget. Currently borrowing is £3,391m, with the year-end projection likely to be below the planned level of £3,832m. Some government grants have been received early and there is slippage in spending on the capital programme. There does remain uncertainty about the impact of Covid-19 on future cashflows.

## Level of Debt and Provision

2.24. The outturn for 2019/20 showed short-term net debt at £401m, higher than the £331m in the previous year. The net debt is made up of £577m owed to the Council less £176m set aside as a bad debt provision to cover the risk of non-collection. An additional £13m was included in the £176m bad debt provision to cover the increased risk of non-collection brought about by Covid-19. Finance are implementing deep dive reviews on debt to ensure we are effectively managing the overdue debt we have, minimising any future overdue debt and, wherever possible avoiding debt all together by ensuring payment at point of order.

## Policy Contingency and Use of Reserves

2.25. The policy contingency budget for 2020-21 is £40.8m. Given the significant financial pressures and the need to drive the new Chief Executives delivery plan there may be a

need to re-prioritise the use of the policy contingency budget. General Reserves are forecast to be £114.7m out of a total £668.2m. An assessment of the levels and use of reserves is being undertaken as part of the mid-year review of the Long-Term Financial Plan, which will go to Cabinet in the Autumn. Given the significant financial pressures facing the Council due to the Covid-19 emergency it may become necessary to utilise reserves in 2020-21 to support the budget, but only as a last resort. Consideration of in-year requests to use reserves will be considered on an exception basis.

### **Council Tax and Business Rates**

2.26. The Collection Fund collects business rates and council tax income and pays it over to the precepting body. Council tax and business rates income has been heavily impacted by Covid-19. The forecast for the Collection Fund is a deficit of £62.5m. The impact of this will be considered in setting the budget for 2021-22 (£16.1m deficit for Council Tax and a £46.4m deficit for Business Rates. This position will be updated at Quarter 2.

### **Covid-19 Major Incident Financial Impact**

2.27. The Council has now received £83.4m of un-ringfenced Covid-19 related grant funding from the government. The government has announced an income loss scheme where after 5% deductible, the council will be compensated for 75p in every pound in sales, fees and charges losses due to Covid-19. The council currently estimates that this could provide £22.1m of additional funding, however the government has yet to issue the precise mechanism for this claim. The government has also announced several ring-fenced grants for additional reliefs and support schemes which are being spent on the additional measures set out in government guidance.

2.28. The current assumption for the financial impact of the Covid-19 major incident is based on a 6-month forecast for the duration of the incident along with some residual costs. The financial impact of recovery and a potential new normal is not yet fully understood, it will be built into the mid-year review of the 2021-22 Long Term Financial Plan, to go to Cabinet in the Autumn.

2.29. There are further Covid-19 financial risks which have been quantified at £23.8m, which are reported through emergency cells on a weekly basis. There is an ongoing review of risks to ensure that they reflect the latest circumstances. This is a reduction of £11.7m on month 4. The key reductions are £4.9m for Adult Social Care related to demand and workforce pressures, £3.4m other expenditure risk across Directorates, and a £3.4m reduction in income risks.

2.30. The Council is engaged in ongoing discussions with the government around further funding support and additional freedoms and flexibilities that the government could provide to support the rectification of the budget gap caused by Covid-19 in both 2020-21 and 2021-22. This has culminated in a formal request, on the 31 July, for consideration by the government of a package of freedoms and flexibilities. Indications are that this consideration could take up to three months.



<b>To</b>	Resources O&S Committee
<b>Date</b>	15 October 2020
<b>Report from</b>	Aniekan Umoren – Interim Assistant Director Housing Development
<b>Subject</b>	InReach (Birmingham) Limited

## **Purpose of Report**

- 1.1 This report sets out the background to the creation of InReach (Birmingham) Limited, its current performance and success, future pipeline of PRS developments and reference to the withdrawal of interest in the Brasshouse site.

## **2 Background**

- 2.1 On the 8 December 2014 Cabinet approved the establishment of a wholly owned Company for the development of market rent homes in Birmingham, together with the development of an initial site at St Vincent’s Street, Ladywood. Following the Cabinet approval, INReach (Birmingham) Limited was incorporated later in December 2014, and the site at St Vincent’s Street acquired for development.
- 2.2 InReach’s primary objective was to be a strategic housing tool to drive housing growth within the private rented sector and provided an opportunity for the Council to lead by example and act as a developer of private rented sector homes, in locations where this form of tenure is most appropriate until the private sector’s expressions of interest translated into investment in Birmingham.
- 2.3 The direct delivery of market rent homes through InReach also enables the certainty of provision of new homes of the most appropriate tenure on sites owned by the City Council; an initial capital receipt at the market value for the land disposed of by the Council, a longer-term return to the Council through lending at a commercial rate and dividends over the long term.
- 2.4 As the sole shareholder of InReach the Council retains control over the company, and the Directors of InReach, senior officers of the Council must be approved by Cabinet. The day to day management of the company and its development projects is undertaken by council officers under a formal service contract, which covers some but not all services required by the company.
- 2.5 InReach completed its first scheme Embankment, a 92-apartment building all for private rent, in July 2018. Embankment is performing well; it is meeting its loan repayment obligations to the Council with the current occupancy level at 100% having recovered successfully following the pause on lettings during

lockdown.

### **3 Future Pipeline Developments**

3.1 On 18 October 2016 a further Cabinet approval was given to build on this initiative for additional sites to be brought forward for development as Private Rented Schemes and for loan finance on commercial terms for the development of these sites to be provided by the Council.

#### **3.2 Brasshouse**

3.2.1 The Brasshouse site is the former Brasshouse Language Centre situated on Sheepcote Street, just off Board Street.

3.2.2 InReach withdrew its interest in pursuing the site for PRS development in May 2020 having carefully considered its position in relation to the Brasshouse site and concluded that it no longer represented a viable option for the company to take forward.

3.2.3 The main drivers for that decision being;

- A substantial increase in supply in the surrounding area meaning that the greater competition increases risks around rent levels and tenant pipeline
- Increased risk profile as the new development is likely to be a “tall building” with the attendant construction and management challenges
- Uncertainty as a result of COVID increasing the risk profile in terms of potential impact on InReach. The Brasshouse development would be around three times the current size of InReach, and a relatively small element of under-performance of this scheme could therefore substantially threaten the company’s overall financial viability and ability to continue trading.

#### **3.3 Key Hill**

3.3.1 Key Hill is a site in the Jewellery Quarter, which is likely to deliver circa 45 apartments for private rent.

3.3.2 InReach continues to pursue its interest in the acquisition of the site for development.

3.3.3 The Council and InReach are due to finalise the funding model for the development of the site with agreement on the loan facility imminent and anticipate the acquisition of the site to complete before the end of quarter 3 2020.

### 3.4 Summary Financial Implications

3.4.1 The capital funding implications for the Embankment, Brasshouse and Key Hill schemes are shown below. The values shown for each scheme are a combination of equity and loan funding.

InReach Scheme	Original Budget	Current Revised Budget	Previous Yrs Expenditure	2020/21 Forecast Expenditure	Later yrs Forecast Expenditure	Total Forecast Expenditure
	£m	£m	£m	£m	£m	£m
Embankment	14.950	<b>14.950</b>	14.950	0	0	<b>14.950</b>
Brasshouse	43.175	<b>0</b>	0	0	0	<b>0</b>
Key Hill	7.815	<b>7.815</b>	0	1.133	6.682	<b>7.815</b>
<b>Total</b>	<b>65.940</b>	<b>22.765</b>	<b>14.950</b>	<b>1.133</b>	<b>6.682</b>	<b>22.765</b>

3.4.2 The budgeted revenue income included within the 2020/21+ Council Financial Plan by scheme is shown below. The Income is generated through the loan funding arrangement between the Council and InReach and represents the margin between the Council borrowing rate and the commercial loan rate.

InReach Scheme	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	Notes
	£m	£m	£m	£m	£m	£m	
Embankment	0.210	0.210	0.210	0.210	0.210	0.210	1
<i>Brasshouse</i>	<i>0.007</i>	<i>0.056</i>	<i>0.322</i>	<i>0.636</i>	<i>0.842</i>	<i>0.881</i>	2
Key Hill	0.001	0.039	0.136	0.154	0.153	0.153	3
<b>Total</b>	<b>0.217</b>	<b>0.304</b>	<b>0.667</b>	<b>1.000</b>	<b>1.205</b>	<b>1.245</b>	

#### Notes

1. Embankment scheme complete. Income being delivered in line with the budget.
2. *Brasshouse scheme no longer progressing. The in year non-delivery of income is being included as a revenue pressure within the forecast 2020/21 revenue outturn position and future years' non-delivery will be considered as part of the 2021/22+ Council Plan budget setting.*
3. Key Hill scheme proposal continues to be progressed by the Council and InReach. Site acquisition planned Q3 2020/21. Income anticipated to be delivered in line with the budget.

### 3.5 Conclusion and Next Steps

- InReach is keen to explore other opportunities to deliver on its strategic objectives of providing quality market rented properties that make a good return for the Council to enable further investment in affordable homes
- Lessons have been learnt from the experience with Brasshouse and we are much clearer on the capacity and risks for InReach. The investigation and identification of sites for investment is crucial particularly as there is increased activity and competition in the private rented sector.
- InReach is ultimately another vehicle which the Council can use to deliver its strategic housing objectives and therefore is open to discussions on new opportunities and investment, subject always to capacity in both financial and personnel resources

# Birmingham City Council

## Report to Cabinet

Date: 13<sup>th</sup> October 2020



**Subject:** **PLANNED PROCUREMENT ACTIVITIES (NOVEMBER 2020 – JANUARY 2021)**

**Report of:** **ASSISTANT DIRECTOR DEVELOPMENT & COMMERCIAL FINANCE**

**Relevant Cabinet Member:** **Councillor Tristan Chatfield, Finance and Resources**

**Relevant O &S Chair(s):** **Councillor Sir Albert Bore, Resources**

**Report author:** Richard Tibbatts, Head of Contract Management  
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Email Address: [richard.tibbatts@birmingham.gov.uk](mailto:richard.tibbatts@birmingham.gov.uk)

Are specific wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s):		
Is this a key decision?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, add Forward Plan Reference:		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, provide exempt information paragraph number or reason if confidential :		
3. Information relating to the financial or business affairs of any particular person (including the council)		

### 1 Executive Summary

- 1.1 This report provides details of the planned procurement activity for the period November 2020 – January 2021. Planned procurement activities reported previously are not repeated in this report.

- 1.2 The report enables Cabinet to identify whether any reports for procurement activities should be brought to this meeting for specific executive decision, otherwise they will be dealt with under Chief Officer delegations up to the value of £10m, unless TUPE applies to current Council staff.

## **2 Recommendations**

- 2.1 Notes the planned procurement activities under chief officer delegations set out in the Constitution for the period November 2020 – January 2021 as detailed in Appendix 1.

## **3 Background**

- 3.1 At the 1 March 2016 meeting of Council changes to procurement governance were agreed which gives Chief Officers the delegated authority to approve procurement contracts up to the value of £10m over the life of the contract. Where it is likely that the award of a contract will result in staff employed by the Council transferring to the successful contract under TUPE, the contract award decision has to be made by Cabinet.
- 3.2 In line with the Procurement Governance Arrangements that form part of the Council's Constitution, this report acts as the process to inform Cabinet and the Resources Overview & Scrutiny Committee of planned procurement activities over the following quarter and to act as a sounding for Members for the planned activities where decisions are delegated to Chief Officers/Directors.
- 3.3 This report sets out the planned procurement activity over the next few months where the contract value is between the EU threshold (£181,302) and £10m. This will give members visibility of all procurement activity within these thresholds and the opportunity to identify whether any procurement reports should be brought to Cabinet for approval even though they are below the £10m delegation threshold.
- 3.4 It should be noted that the EU threshold has changed from £164,176 to £189,330 and will apply from 1<sup>st</sup> January 2020 for a period of 2 years.
- 3.5 Requests for individual procurements decision reports will be determined by Cabinet. Requests for an individual decision can be made by Cabinet, a Cabinet Member or the Chair of Resources Overview & Scrutiny Committee where they believe that there are sensitivities or requirements that necessitate a decision being made by Cabinet.
- 3.6 Procurements below £10m contract value that are not listed on this or subsequent monthly reports can only be delegated to Chief Officers if specific approval is sought from Cabinet. Procurements above £10m contract value will still require an individual report to Cabinet in order for the award decision to be delegated to Chief Officers if appropriate.

- 3.7 A briefing note with details for each item to be procured is listed in Appendix 2. The financial information for each item is detailed in Appendix 3 – Exempt Information.

#### **4 Options considered and Recommended Proposal**

- 4.1 The report approved by Council Business Management Committee on 16 February 2016 set out the case for introducing this process. The options considered are:

- To refer the procurement strategy and contract award of individual procurements to Cabinet for decision.
- To continue with the existing process – this is the recommended option

#### **5 Consultation**

##### 5.1 Internal

This report to Cabinet is copied to Cabinet Support Officers and to Resources Overview & Scrutiny Committee and is the process for consulting with relevant cabinet and scrutiny members. At the point of submitting this report Cabinet Members/ Resources Overview & Scrutiny Committee Chair have not indicated that any of the planned procurement activity needs to be brought back to Cabinet for executive decision.

##### 5.2 External

None.

#### **6 Risk Management**

- 6.1 Details of Risk Management, Community Cohesion and Equality Act requirements will be set out in the individual reports

#### **7 Compliance Issues:**

##### **7.1 How are the recommended decisions consistent with the City Council's priorities, plans and strategies?**

- 7.1.1 Details of how the contracts listed in Appendix 1 and Appendix 2 support relevant Council policies, plans or strategies, will be set out in the individual reports.

##### **7.2 Legal Implications**

- 7.2.1 Details of all relevant implications will be included in individual reports.

##### **7.3 Financial Implications**

- 7.3.1 Details of how decisions will be carried out within existing finances and resources will be set out in the individual reports.

#### **7.4 Procurement Implications (if required)**

7.4.1 This is a procurement report and the implications are detailed in the appendices

#### **7.5 Human Resources Implications (if required)**

7.5.1 None.

#### **7.6 Public Sector Equality Duty**

7.6.1 Details of Risk Management, Community Cohesion and Equality Act requirements will be set out in the individual reports.

### **8 Background Documents**

8.1 List of Appendices accompanying this Report (if any):

- 1. Appendix 1 - Planned Procurement Activity November 2020 – January 2021
- 2. Appendix 2 – Background Briefing Paper
- 3. Appendix 3 – Exempt Information

## APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (NOVEMBER 2020 – JANUARY 2021)

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Finance and Resources Plus	Finance Officer	Contact Name	Planned CO Decision Date
Strategy / Award	Library of Birmingham – Escalators, Travellators, Passenger / Book Lifts Maintenance and Servicing	P0680	The Library of Birmingham (LoB) has a requirement for the escalators, travellators, passenger / book lift maintenance and servicing to ensure staff can access all 13 floors of the library in order to provide library services. In addition, the service is required for visitors to access services offered by the library.	4 years with a break clause end of year 2	Education and Skills	Education Skills & Culture	John Betts	Lee Mills / Satinder Bains	13/11/2020
Strategy / Award	Library of Birmingham – Cleaning Service	P0583	General Cleaning and Hygiene Services (including window and façade cleaning, carpet cleaning for the Library of Birmingham (LoB).	4 years with a break clause end of year 2	Education and Skills	Education Skills & Culture	John Betts	Lee Mills / Satinder Bains	13/11/2020
Single Contractor Negotiation	Property and Facilities Management Services for Birmingham Science Park Aston	TBC	There is a requirement to extend the current contract for property and facilities management to support the delivery of the Science Park and its various workstreams.	3 years	Inclusive Growth	Leader	Simon Ansell	Christian Berry	13/11/2020
Strategy / Award	Various Housing Developments	TBC	There are a number of schemes these included: - Trescott Road – for the development of 11 units (all rent) - Highfield Lane – for the development of 9 units (all rent)	Various dates	Inclusive Growth	Homes and Neighbourhoods	Carl Tomlinson	Mark English / Charlie Short	13/11/2020
Strategy / Award	Professional Services for Compensation Payments for Land and Buildings Acquired by HS2	TBC	Professional services are required for an agent to negotiate on the Council's behalf compensation payments for land and buildings owned by the Council which HS2 Ltd need to acquire for the new line.	4 years	Inclusive Growth	Leader	Simon Ansell	Allyson Marke Wilson	13/11/2020
Single Contractor Negotiation	Jadu Web Services Contract	TBC	Provides is an on-premise solution powering a number of websites operated by the council which include Birmingham.gov.uk, Birmingham children's trust and the internal intranet. The content management system is designed to allow a fully developed platform to administer web sites on behalf of the Council including search, quality and chat capabilities to citizens and business in and outside of Birmingham.	4 years with a break clause in Years 3 and 4	Digital and Customer Services	Deputy Leader	Lee Bickerton	Rhona Bowditch	13/11/2020
Strategy / Award	Northgate Estate Refresh	TBC	Currently the Council has 29 individual contracts covering all aspects of Northgate software estate, these are simplified as 3 main areas: Housing, Revenue & Benefits and Environment & Planning. All contracts presently have a multitude of end dates and term lengths, it is the aim of this exercise to reduce the number of live contracts down to 3 and have a uniform contract date across all 3.	5 years with a break clause in Years 4 and 5	Digital and Customer Services	Deputy Leader	Lee Bickerton	Rhona Bowditch	13/11/2020
Strategy / Award	Specialist Programme Resources to support the corporate delivery plan	P0707	The leadership of the Council is re-shaping its 2022 Delivery Plan to re-examine every aspect of what the Council does, how it is organised and what it needs to deliver over the next two years and beyond. There is a need for external skills and specialisms to support the Council in the delivery programmes / packages of work identified during the design phase of the 2022 Delivery Plan and its associated programmes, that is expected to conclude in December.	Various dates	Finance and Governance	Finance and Resources	Lee Bickerton	Andrea Webster	13/11/2020
Single Contractor Negotiation	Birmingham Early Years Speech, Language and Communication Toolkit	TBC	The proportion of children reaching a good level of development in the Early Years Foundation Stage in Birmingham is in the bottom quartile of all local authorities across the country. Speech and language can make a crucial difference in the level of attainment and life chances for children.	1 year, 6 months	Education and Skills	Education Skills & Culture	John Betts	Lindsey Trivett / Fiona Hicks	13/11/2020
Approval to Tender Strategy	Birmingham Children and Families Transformation Plan – Evaluation and Key Service Developments 'second phase'	TBC	To support the Children and Families Transformation Plan, a number of services are required to be provided where the resource is not available internally. There have previously been several services reported as part of the 'first phase' of the 'Transformation Plan'.	4 years	Education and Skills	Education Skills & Culture	John Betts	Rob Willougby / Chanel Herbert	13/11/2020

## APPENDIX 2

### BRIEFING NOTE ON PLANNED PROCUREMENT ACTIVITIES CABINET – 13<sup>TH</sup> OCTOBER 2020

<b>Title of Contract</b>	<b>Library of Birmingham – Escalators, Travellators, Passenger / Book Lifts Maintenance and Servicing (P0680)</b>
Director / Assistant Director	Tim O'Neill – Director, Education and Skills
Briefly describe the service required	The Library of Birmingham (LoB) has a requirement for the escalators, travellators, passenger / book lift maintenance and servicing to ensure staff can access all 13 floors of the library in order to provide library services. In addition, the service is required for visitors to access services offered by the library.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	<p>The Council has powers to provide a library service, this is contained in sections 7 and 12 of the Public Libraries and Museums Act 1964. Section 144 of the Local Government Act 1972 provides a power for the Council to encourage visitors and provide conference and other facilities.</p> <p>To effectively provide library services access to all 13 floors, escalators, travellators, passenger and book lifts are required to move equipment and people. To keep users safe certain regulations, have to be adhered, this includes the regular maintenance and servicing required under Lifting Operations and Lifting Equipment Regulations 1998 (LOLER). Regulation 9 of LOLER requires that all lifts provided for use in work activities are thoroughly examined by a competent person at regular intervals. In addition, Provision and Use of Work Equipment Regulations 1998 (PUWER) places duty on the council to ensure the work equipment they own, operate, and have control over it's safe to use at all times.</p>
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract is with Otis Limited which expired on 31 <sup>st</sup> July 2020 with the service being supplied under the terms and conditions of the current contract.
What budget is the funding from for this service?	The service is funded from the Library of Birmingham Premises budget.
What is the proposed procurement route?	It is proposed to carry out a further competition using the NHS Shared Business Services - Soft FM, Asset Compliance and Security Services framework agreement.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	N/A
Proposed start date and duration of the new contract	The proposed start date is 1 <sup>st</sup> April 2021 for a period of 4 years with a break clause end of year 2.

<b>Title of Contract</b>	<b>Library of Birmingham – Cleaning Service (P0583)</b>
Director / Assistant Director	Tim O'Neill – Director, Education and Skills
Briefly describe the service required	General cleaning and hygiene services (including window and façade cleaning, carpet cleaning for the Library of Birmingham (LoB).
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	The Council's powers to provide a library service is contained in sections 7 and 12 of the Public Libraries and Museums Act 1964. Section 144 of the Local Government Act 1972 provides a power for the Council to encourage visitors and provide conference and other facilities. A cleaning service is therefore essential for the safe provision of a library service.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The current contract is with Atlas Limited which will expire on 31 <sup>st</sup> December 2020.
What budget is the funding from for this service?	The service is funded from the Library of Birmingham Premises budget.
What is the proposed procurement route?	To carry out a further competition exercise using the Crown Commercial Service Building Cleaning Services Dynamic Purchasing System Building Cleaning Services.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	N/A
Proposed start date and duration of the new contract	The proposed start date is 1 <sup>st</sup> April 2021 for a period of 4 years with a break clause end of year 2.

<b>Title of Contract</b>	<b>Property and Facilities Management Services for Birmingham Science Park Aston</b>
Director \ Assistant Director	Kathryn James – Assistant Director of Property
Briefly describe the service required	<p>The City Council purchased the head leases on the Science Park in 2012 and has engaged Birmingham Technology (Property) Ltd since this time to provide facilities management services to the buildings, such as repairs, security and cleaning.</p> <p>The services and fees include:</p> <ul style="list-style-type: none"> <li>• Statutory testing</li> <li>• Security</li> <li>• Ad hoc repairs and maintenance</li> <li>• Annual management fee</li> </ul> <p>In September 2012, Cabinet delegated authority to the Director of Property in consultation with the Deputy Leader, to negotiate the detailed arrangements associated with the surrender and re-grant of the leases including a new Service Level Agreement between the Council and Birmingham Science Park, Aston for the facilities management of the site.</p> <p>There is a requirement for this agreement to be aligned with the Council's Constitution and Procurement Governance Arrangements.</p>
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	There is not a statutory duty for this service. However, as the landlord, the Council has a requirement to ensure the buildings across the Science Park comply with relevant legislation concerning the safety of its buildings, users and services.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There is an existing legal agreement in place with no end date.
What budget is the funding from for this service?	The costs will be funded from the Investment Portfolio management budgets with costs subsequently being recharged as part of the service charge arrangements.
What is the proposed procurement route?	To enter into single contractor negotiation with Innovation Birmingham to Birmingham Technology (Property) Ltd.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	<p>The legal agreement states the property and facility management services are undertaken by Innovation Birmingham Ltd who is obliged under the agreement to obtain a minimum of 3 quotes for any sub-contracted service or works above £1,000 for approval by a representative of the Council. In addition, the security systems need to align to Faraday Wharf's logistics to ensure connectivity.</p> <p>The requirements of the Birmingham Business Charter for Social Responsibility will be incorporated with commitments proportionate to the value of the contract.</p>
Proposed start date and duration of the new contract	The proposed start date is from 1 <sup>st</sup> December 2020 for a duration of 3 years.

Title of Contract	Various Housing Developments
Director \ Assistant Director	Ian MacLeod – Acting Director, Inclusive Growth
Briefly describe the service required	<p>Cabinet approved the Birmingham Municipal Housing Trust Driving House Growth, Land Appropriations Report 2019 on 26<sup>th</sup> March 2019. There are a number of schemes approved within this report ready for the commencement of a procurement process, these included:</p> <ul style="list-style-type: none"> <li>• Trescott Road – for the development of 11 units (all rent)</li> </ul> <p>Cabinet approved the Birmingham Municipal Housing Trust Driving House Growth, Land Appropriations Report 2018 on 26<sup>th</sup> March 2018. There are a number of schemes approved within this report ready for the commencement of a procurement process, which included:</p> <ul style="list-style-type: none"> <li>• Highfield Lane – for the development of 9 units (all rent)</li> </ul>
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is not a statutory service to provide this service. However, the proposed sites support the delivery of the core objectives of the Birmingham Development Plan (BDP) which was adopted by the Council on 10 January 2017 to increase housing growth.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	These are one-off requirements.
What budget is the funding from for this service?	The schemes are funded from the Housing Revenue Account (Capital) budget.
What is the proposed procurement route?	Highfield Lane and Trescott Road - a further competition exercise will be carried out using the Council's Dynamic Purchasing System (DPS) or its replacement.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not Applicable
Proposed start date and duration of the new contract	Various start dates.

<b>Title of Contract</b>	<b>Professional Services for Compensation Payments for Land and Buildings Acquired by HS2</b>
Director \ Assistant Director	Kathryn James – Assistant Director, Property
Briefly describe the service required	<p>Professional services are required for an agent to negotiate on the Council's behalf compensation payments for land and buildings owned by the Council which HS2 Ltd need to acquire for the new line.</p> <p>The scope of services will include:</p> <ul style="list-style-type: none"> <li>• Provide an estimate valuation on full CPO terms, of all Council interests of the affected land and properties and any other associated compensation claims</li> <li>• Prepare a proposed strategy to include a timeline for individual compensation claims</li> <li>• Produce valuation reports in accordance with the RICS standards for approval</li> <li>• Submit an advanced payment claim to HS2 on notification of vesting</li> <li>• Negotiate the compensation of all interest of the various land and properties</li> <li>• Provide Property Services with copies of agreed Heads of Terms in order to issue instructions to Legal Services</li> <li>• Should terms not be agreed, and subject to approval from the Council, the agent will be expected to refer and represent the Council in the case to the Upper Tribunal for determination.</li> <li>• Produce monthly spreadsheets reporting on the progress of each case</li> </ul> <p>The services will be called off as and when required, subject to satisfactory performance and budget availability during the project life cycle.</p>
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is not a statutory duty to provide this service. However, this forms part of the compensation as a claimable item under the Code of Compensation, HS2 Ltd is legally obliged for the Council to provide this service.
What are the existing arrangements is there an existing contract? If so when does that expire?	This is a new requirement.
What budget is the funding from for this service?	The costs of the services will be recharged to HS2 Ltd. The Council will pay all costs incurred by the contractor including the VAT element. The cost of the service will then be reclaimed by the city as part of the compensation from HS2 less the VAT which will be reclaimed from HRMC.
What is the proposed procurement route?	To use the Homes England Property Professional Services framework agreement and to undertake a further competition exercise. This framework agreement covers the services required, suitable breadth of suppliers with pre-agreed terms and conditions and maximum day rates that is considered to deliver better value for money than an open tender or any other route.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start date is 1 <sup>st</sup> January 2021 for duration of 4 years or until the completion of the required services.

<b>Title of Contract</b>	<b>Jadu Web Services Contract</b>
Director \ Assistant Director	Peter Bishop - Director, Digital and Customer Services
Briefly describe the service required	<p>The Jadu contract currently delivers a number of digital solutions for Birmingham City Council. The services it currently provides include an on-premise solution powering a number of websites operated by the Council which include Birmingham.gov.uk, Birmingham Children's Trust and the internal intranet. The content management system is designed to allow a fully developed platform to administer web sites on behalf of the Council including search, quality and chat capabilities to citizens and business in and outside of Birmingham. The Content Management system also has a number of microsites which have developed over time on behalf of the Council e.g. lord mayor's site, Adults safeguarding</p> <p>The last 2 years has seen an increase in the usage of the Jadu Platform which has enhanced our digital capabilities. As part of the review of transactional services we have purchased additional cloud based modules from Jadu which has enabled a simple "My Account" for customers allowing them to request services and track progress. Linked into this platform are a number of modules which allow us to create simple and complex forms with two-way line of business integration and simple case management. As part of the BRUM Account programme a full suite of online services has been developed integrating the local address database making it easier to identify customer addresses for the My Account and the request for service they are making. The solution also uses a world pay adaptor allowing customers to pay for services online for services like Green Waste, Council Tax, Business rates and council invoices.</p>
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is no statutory duty to provide this service, however there is a need to provide digital solutions online, the technology facilitates self-service allowing the citizen to obtain information, advice and guidance at their convenience 24/7. The solution also allows customers to complete online requests for services 24/7 with updates on progress on when the service will be delivered allowing channel shift and having an alternative communication channel with the Council away from the traditional telephone channels.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract with Jadu across all technologies expires in Jan 2021.
What budget is the funding from for this service?	This is funded from the customer services budget which is due to be transferred to ICTD in due course.
What is the proposed procurement route?	To enter into single contractor negotiations with Jadu.
If single /multiple contractor negotiations is proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Jadu is an existing supplier where various projects and development work are on-going. The plan is to enter into this contract under a single contract negotiation and run a full tender in parallel during the period of the contract with Jadu. This is due to the time that it will take to run a full tender and then to transition to a potential new supplier prior to the end of this new contract with Jadu. We have a benchmark with the existing costs known with Jadu and pricing listed in the G Cloud Frameworks.
Proposed start date and duration of the new contract	Jan 2021 for a period of 4 years with a break clause in years 3 and 4 to implement contract/market reviews over shorter periods to keep up with changing technologies and allow flexibility with future procurement plans.

<b>Title of Contract</b>	<b>Northgate Estate Refresh</b>
Director \ Assistant Director	Peter Bishop - Director, Digital and Customer Services
Briefly describe the service required	<p>Currently the Council has 29 individual contracts covering all aspects of Northgate software estate, these are simplified as 3 main areas: Housing, Revenue &amp; Benefits and Environment &amp; Planning. All contracts presently have a multitude of end dates and term lengths, it is the aim of this exercise to reduce the number of live contracts down to 3 and have a uniform contract date across all 3. These 3 new contracts will cover all existing elements under a single set of terms and conditions.</p> <p>In the future this will allow BCC to explore alternative supplier options while maintaining a service.</p>
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	These contracts cover multiple statutory elements that BCC is required to provide.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There are 29 existing contract lines dating back to 1995. The majority have exhausted all possible contractual renewals and have been extended on a rolling 12-month basis. These 3 new contracts are required to ensure compliance with the EU Procurement rules.
What budget is the funding from for this service?	This will be funded from the RF010 Application budget.
What is the proposed procurement route?	This will be a direct award via Crown Commercial Framework Agreement Data and Application Solutions (RM 3821).
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	Proposed start of 1 <sup>st</sup> December for the 3 proposed contracts will be 5 years with a break clause in years 4 and 5 to implement contract/market reviews over shorter periods to keep up with changing technologies and allow flexibility with future procurement plans.

<b>Title of Contract</b>	<b>Specialist Programme Resources to support the Corporate Delivery Plan (P0707)</b>
Director \ Assistant Director	Rebecca Hellard - Chief Finance Officer
Briefly describe the service required	The leadership of the Council is re-shaping its 2022 Delivery Plan to re-examine every aspect of what the Council does, how it is organised and what it needs to deliver over the next two years and beyond. There is a need for external skills and specialisms to support the Council in the delivery programmes / packages of work identified during the design phase of the 2022 Delivery Plan and its associated programmes, that is expected to conclude in December.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is no statutory duty however the leadership of the Council has identified the need to re-shape the 2022 Delivery Plan.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new requirement.
What budget is the funding from for this service?	All work will be funded from the policy contingency budget.
What is the proposed procurement route?	It is proposed that further competition exercises or direct awards are undertaken using collaborative framework agreements identified as being suitable for each commission. Until the design phase is complete and the packages of work are identified, it is not possible to identify the framework agreement to be used. The mobilisation of specialist resources identified will need to be done at pace with individual packages of work approved under delegated authority as and when required in accordance with the Council's Constitution and Procurement Governance Arrangements.
If single /multiple contractor negotiations is proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	Various start dates

<b>Title of Contract</b>	<b>Birmingham Early Years Speech, Language and Communication Toolkit</b>
Director \ Assistant Director	Lisa Fraser – Assistant Director
Briefly describe the service required	<p>The proportion of children reaching a good level of development in the Early Years Foundation Stage in Birmingham is in the bottom quartile of all local authorities across the country. Speech and language can make a crucial difference in the level of attainment and life chances for children.</p> <p>Speech language and communication improvement is a priority focus for Early Years team and a programme has been developed to improve the knowledge and skills of the workforce to assist with increased levels of attainment and life chances for the under 5s.</p> <p>The WellComm Toolkit was developed by GL Assessment Ltd and is used successfully by Birmingham schools with marked improvements to outcomes. The toolkit will enable the workforce to assess a child's level of development in speech language and communication. The assessment report will identify and enable accurate early intervention strategies and referrals to external agencies in a timely way.</p>
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	<p>The Council has statutory duties under the Childcare Act 2006, the Children and Families Act 2014, and the Equality Act 2010 as follows: -</p> <p>Section 1 of the Childcare Act 2006 (Early Years Outcomes Duty) - work to improve the well-being of young children and reduce inequalities between children.</p> <p>Section 19 of the Children and Families Act 2014 - to support the child/parent/young person, in order to facilitate the development of the child/young person to help achieve the best possible educational and other outcomes.</p> <p><u>Section 22</u> of the Children and Families Act 2014 - identify all the disabled children and young people in their area and all the children and young people their area who have or may have special educational needs.</p>
What are the existing arrangements? Is there an existing contract? If so when does that expire?	A number of Birmingham schools have independently purchased a primary or early years toolkit from school funds. A project to enable a consistent approach to screening across the city has not been implemented before.
What budget is the funding from for this service?	This is funded from the Early Years Dedicated School Grant (DSG) budget.
What is the proposed procurement route?	To enter into single contract negotiations with GL Assessment Limited.
If single /multiple contractor negotiations is proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	<p>As a result of robust market investigation there is only one contractor (GL Assessment Ltd.) that can meet the Council's requirements. There are other assessment toolkits on the market, none of which offer assessments and intervention tools for children aged 0-6 years. The preferred option is also supported by Birmingham Speech and Language Therapists.</p> <p>GL Assessment Ltd will be required to be a certified signatory to the BBC4SR and produce an action plan with commitments proportionate to the value of this contract.</p>
Proposed start date and duration of the new contract	The proposed start date is November 2020 for a period 18 months.

<b>Title of Contract</b>	<b>Birmingham Children and Families Transformation Plan – Evaluation and Key Service Developments ‘second phase’</b>
Director \ Assistant Director	Tim O'Neill – Director, Education and Skills
Briefly describe the service required	<p>Birmingham Children’s Partnership (BCP) was set up in 2019 to make a big difference to the lives of our children and families.</p> <p>To support the Children and Families Transformation Plan, a number of services are required to be provided where the resource is not available internally. There have previously been several services reported as part of the ‘first phase’ of the ‘Transformation Plan’. This report relates to a ‘second phase’ of services required, which are as follows:</p> <ul style="list-style-type: none"> <li>• <b>BCP Staff Survey-</b> To assess how the workforce across the Birmingham Children’s Partnership (NHS, LA, Police, Voluntary Sector, etc) has embraced and changed their approach to supporting families.</li> <li>• <b>Early Help Case Management-</b> to provide a long-term case management system that integrates with existing Birmingham Children’s Trust systems.</li> </ul>
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	The Council does not have a statutory duty to provide these services. However, these contracts will support the Council’s statutory duty to provide services for children with special educational needs and disabilities and Children’s social care and will reduce the cost of acute service delivery.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	BCP Staff Survey - This is a new requirement. Early Help Case Management - This is a new requirement.
What budget is the funding from for this service?	The cost of the service will be met from the first year’s tranche of funding (£4.5m) that has been approved as part of the Birmingham Children’s Partnership’s Investing in Children & Family services business case.
What is the proposed procurement route?	The proposed procurement routes are detailed in the table below.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	See table below

<b>Title</b>	<b>Description</b>	<b>Procurement Route</b>	<b>Proposed start and duration</b>
BCP Staff Survey	To assess how the workforce across the partnership (NHS, BCC, Police, VCS etc) have embraced and changed their approach to supporting families.	An open procurement advertised on OJEU, finditinbirmingham and Contracts Finder.	April 2021 for 4 years
Early Help Case Management	To provide a long-term case management system, that integrates with existing BCT systems for shared data and quality assurance.	An open procurement advertised on OJEU, finditinbirmingham and Contracts Finder.	July 2021 for 4 years



## Resources O&S Committee: Work Programme 2020/21

<b>Chair</b>	Councillor Sir Albert Bore
<b>Deputy Chair</b>	Councillor Lisa Trickett
<b>Committee Members:</b>	Councillors Muhammad Afzal, David Barrie, Meirion Jenkins, Yvonne Mosquito, Brett O'Reilly and Paul Tilsley
<b>Committee Support:</b>	Scrutiny Team: Emma Williamson (464 6870) and Jayne Bowles (303 4810) Committee Manager: Marie Reynolds (464 4104)

### 1 Meeting Schedule

Date	Item	Officer contact
<b>18 June 2020</b> <b>1430 hours</b> Deadline for reports: 9 June	Financial Outturn 2019/20	Rebecca Hellard, Interim Chief Finance Officer
	Birmingham Children's Trust Outturn 2019/20	Andy Couldrick, Chief Executive/Andrew Christie, Chair, Birmingham Children's Trust
	Budget Implications of Covid-19 Activity	Rebecca Hellard, Interim Chief Finance Officer
<b>23 July 2020</b> <b>1200 hours</b> Deadline for reports: 14 July	Quarter 1 Financial Outturn 2020/21	Rebecca Hellard, Interim Chief Finance Officer
	Neighbourhoods Directorate (deferred)	Rob James, Acting Director, Neighbourhoods/Darren Share, AD, Street Scene
<b>10 September 2020</b> <b>1300 hours</b> Deadline for reports: 1 September	Neighbourhoods Directorate	Rob James, Acting Director, Neighbourhoods/Julie Griffin, Acting AD, Housing/Darren Share, AD, Street Scene
	CWG Athletes Village	Rebecca Hellard, Interim Chief Finance Officer/Craig Cooper, Programme Director, CWG/Guy Olivant, Major Developments Lead
	Financial Monitoring 2020/21 – Month 4	Rebecca Hellard, Interim Chief Finance Officer



<b>15 October 2020</b> <b>1400 hours</b> Deadline for reports: 6 October	Financial Monitoring 2020/21 – Month 5	Rebecca Hellard, Interim Chief Finance Officer
	In-Reach – Financial Issues	Colette McCann, Head of Housing Development/Aniekan Umoren, Interim AD Housing Development
<b>12 November 2020</b> <b>1000 hours</b> Deadline for reports: 3 November	Financial Monitoring 2020/21 – Month 6/Q2	Rebecca Hellard, Interim Chief Finance Officer
	Medium Term Financial Plan	
<b>10 December 2020</b> <b>1400 hours</b> Deadline for reports: 1 December	Financial Monitoring 2020/21 – Month 7	Rebecca Hellard, Interim Chief Finance Officer
<b>14 January 2021</b> <b>1400 hours</b> Deadline for reports: 5 January	Financial Monitoring 2020/21 – Month 8	Rebecca Hellard, Interim Chief Finance Officer
<b>11 February 2021</b> <b>1400 hours</b> Deadline for reports: 2 February	Financial Monitoring 2020/21 – Month 9/Q3	Rebecca Hellard, Interim Chief Finance Officer
<b>11 March 2021</b> <b>1400 hours</b> Deadline for reports: 2 March	Financial Monitoring 2020/21 – Month 10	Rebecca Hellard, Interim Chief Finance Officer
<b>8 April 2021</b> <b>1400 hours</b> Deadline for reports: 30 March		

## 2 Items to be programmed

- 2.1 Planned Procurement Activities Report to be a standing item on all meeting agendas
- 2.2 Update on Implementation of ERP System



### 3 Other Meetings

#### Call in

25 August 2020	Birmingham Clean Air Zone (CAZ): Implementation of Main CAZ Infrastructure – Civil Engineering and Cameras Solution – Full Business Case (FBC)	Called in
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#### Petitions

*None scheduled*

#### Councillor Call for Action requests

*None scheduled*

### 4 Forward Plan for Cabinet Decisions

007922/2020	Procurement Strategy for an Enforcement Agency Service for Revenues Collection	13 Oct 20
007928/2020	Budget 2021/22+ Consultation	13 Oct 20
007927/2021	Business Plan 2021-2025	09 Feb 21

<b>Leader</b>		
007785/2020	Financial Monitoring Quarter 2 2020/21	10 Nov 20
008006/2020	Update – Athletes Village Revised Full Business Case	15 Dec 20
007786/2021	Financial Monitoring Quarter 3 2020/21	09 Feb 21

<b>Cabinet Member for Finance and Resources</b>		
007787/2020	Procurement Strategy for supply of Non-permanent workers & permanent recruitment solutions	10 Nov 20
007223/2020	Cityserve – Review	15 Dec 20
007538/2020	Disposal of Surplus Properties	15 Dec 20

<b>Cabinet Member for Street Scene and Parks</b>		
007740	Relocation of Montague Street and Redfern Road Depots – Outline Business Case	13 Oct 20

