

# **BIRMINGHAM CITY COUNCIL**

## **RESOURCES OVERVIEW AND SCRUTINY COMMITTEE**

**THURSDAY, 10 SEPTEMBER 2020 AT 13:00 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.

**5 - 12**

**4     ACTION NOTES - 23 JULY 2020 AND 25 AUGUST 2020**

To confirm the action notes of the meetings held on 23 July 2020 and 25 August 2020.

**13 - 20**

**5     NEIGHBOURHOODS DIRECTORATE**

To consider issues arising from budget monitoring reports in relation to the Neighbourhoods Directorate.

**21 - 24**

**6     COMMONWEALTH GAMES ATHLETES VILLAGE**

To receive a position statement on the current financial situation.

**25 - 32**

7 **FINANCIAL MONITORING 2020/21 - MONTH 4**

To consider the Month 4 exception report.

**33 - 60**

8 **PLANNED PROCUREMENT ACTIVITIES REPORT**

To consider the Cabinet report (considered on 8 September) on planned procurement activities.

**61 - 64**

9 **WORK PROGRAMME**

For discussion.

10 **DATE AND TIME OF NEXT MEETING**

To note the next meeting will be held on Thursday 15 October at 1400 hours.

11 **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).

12 **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.

13 **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'.

14 **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**

15 **PLANNED PROCUREMENT ACTIVITIES REPORT APPENDIX**

- Confidential – Other

16 **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****1200 hours on Thursday 23 July 2020 (On-line Meeting)**

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**Present:**

Councillor Sir Albert Bore (Chair)

Councillors: Muhammed Afzal, David Barrie, and Paul Tilsley.

**Also Present:**

Councillor Tristan Chatfield, Cabinet Member, Finance and Resources

Rebecca Hellard, Interim Chief Finance Officer

Sara Pitt, Assistant Director, Service Finance

Jayne Bowles, Scrutiny Officer

Emma Williamson, Head of Scrutiny

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**2. APOLOGIES**

Apologies were received from Councillors Meirion Jenkins and Lisa Trickett.

**3. DECLARATIONS OF INTERESTS**

None.

**4. ACTION NOTES – 18 JUNE 2020**

(See document 1)

**RESOLVED:-**

The action notes of the meeting held on 18 June 2020 were agreed.

## 5. QUARTER 1 FINANCIAL OUTTURN 2020/21

(See documents 2 and 3)

Councillor Tristan Chatfield, Cabinet Member for Finance and Resources, Rebecca Hellard, Interim Chief Finance Officer and Sara Pitt, Assistant Director, Service Finance attended for this item.

The Chair thanked officers for producing the new exception report which provides a very good summary and clearly sets out the major financial issues, however, he asked finance officers to ensure the different reports are ordered in the same way for uniformity and consistency.

The Chair referred to the recent Cabinet Meeting where reference had been made to the additional money from Government following an announcement on 2<sup>nd</sup> July and invited the Cabinet Member and Interim Chief Finance Officer to comment. In doing so, the following points were made:

- A £500m national pot was announced on 2<sup>nd</sup> July, with Birmingham's share being £13.9m;
- A figure is still awaited for the Income Compensation Scheme;
- Each Local Authority has been invited to speak to DHCLG regarding freedoms and flexibilities;
- Collection rates on Business Rates are down this year and that will not hit until the next financial year;
- Growth assumptions on the tax base are always included in the budget but that needs to be reversed now for future years;
- One offer is the spread of collection fund deficit over 3 years, and other things like capitalisation of budget gaps will be discussed;
- We are a long way off knowing what the final impact will be and none of this Government funding is about economic recovery.

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

- **Covid-related spend** - Councillor Tilsley referred to paragraph 2.21 of the report which sets out where the Council is as far as Covid is concerned and which identifies an additional £75m plus financial risk of £39m, suggesting a total of £114m total spent over and above the money received from Government;
- The Cabinet Member confirmed that this was broadly right, however the risks are not quantified, but are potential risks going forward;
- In response to a question about the Bellwin formula and where the Council stands on claiming the extra money spent, Members were told that the Government announced early on that the Bellwin formula would not be used;

At this point, the Chair advised that as the Acting Director for Neighbourhoods and the AD for Street Scene were unable to attend today, agenda item 6 would be deferred to the next meeting and any questions relating to the Neighbourhoods Directorate would be taken under the Quarter 1 report;

- It was noted that the Quarter 1 report clearly sets out what the Covid and non-Covid related items are, which allows Members to understand the underlying issues not related to Covid;
- **Birmingham Children's Trust** - Concern was expressed that the non-Covid overspend in the Birmingham Children's Trust is as serious as commented on at the last meeting, meaning that the current financial model does not meet current circumstances;
- Members were assured that the Trust is working with the Council on mitigations in the context of rising demand pressures and future exception reports will show that the figures are changing, which will formalise the baseline for the budget;
- **Schools Budget Deficit** – There is a worry that with academisation the council is left with school deficits and whilst it was accepted that it is difficult to do anything about this, Members asked whether there had been any representation on this nationally, for example by the LGA;
- The Cabinet Member said he believed there may have been some representation a while ago and agreed that it would be worth raising this again with the LGA;
- **InReach** – The report refers to a significant scheme relating to the Brasshouse development not being taken forward and, as Members had previously agreed to look at InReach for more understanding of the budgetary issues at a future meeting, the Chair suggested that this be programmed for the September meeting;
- The Cabinet Member stated that InReach has value in terms of its goal but is operating in a complex market and he would welcome this committee's involvement.

The Chair thanked the Cabinet Member and officers for their attendance for this item.

**RESOLVED:-**

That the report be noted.

## **6. NEIGHBOURHOODS DIRECTORATE**

(See document 4)

As previously referred to, the Chair confirmed that this item would be deferred.

**RESOLVED:-**

That the report be deferred to the next meeting.

## **7. PLANNED PROCUREMENT ACTIVITY REPORT**

(See document 5)

The Chair referred to paragraph 3.5 of the report, which states:

*“Individual procurements may be referred to Cabinet for an executive decision at the request of Cabinet, a Cabinet Member or the Chair of Resources Overview & Scrutiny Committee where there are sensitivities or requirements that necessitate a decision being made by Cabinet.”*

The Chair stated his view that it should be the whole committee, not just the Chair, considering these reports and taking a decision to refer matters to Cabinet and it was therefore agreed that this would be a standing item on all future agendas.

It was suggested that a discussion should take place offline regarding timing to avoid any potential problems.

There were no specific questions or comments on this report and the above course of action was agreed.

**RESOLVED:-**

- That a programme of regular reports to Committee be agreed;
- That the report be noted.

**8. DATE AND TIME OF NEXT MEETING**

The date and time of the next meeting on Thursday 10<sup>th</sup> September at 1400 hours was noted and the Chair confirmed that the following items would be included on the agenda:

- Month 4 Financial Exception Report;
- Neighbourhoods Directorate;
- InReach – Budgetary issues; and
- Planned Procurement Activity Report.

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

None.

**10. OTHER URGENT BUSINESS**

None

**11. 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 1242 hours.



**BIRMINGHAM CITY COUNCIL****RESOURCES O&S COMMITTEE – PUBLIC MEETING****1400 hours on Tuesday 25 August 2020 (On-line Meeting)**

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**Present:**

Councillor Sir Albert Bore (Chair)

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

**Also Present:**

Councillor Robert Alden

Councillor Tristan Chatfield, Cabinet Member, Finance and Resources

Councillor Ewan Mackey

Councillor Waseem Zaffar, Cabinet Member, Transport and Environment

Stephen Arnold, Head of Clean Air Zone

Will Brown, Senior Project Manager, Infrastructure – Project Management, Turner & Townsend

Philip Edwards, AD, Transport & Connectivity

Alison Jarrett, AD, Development & Commercial

Siobhan McDonald, Interim Procurement Manager

Rajesh Parmar, Senior Solicitor

Nicholas Richards, Transport Delivery Specialist

Mike Smith, Head of Commissioning & Procurement

Richard Tibbatts, Head of Contract Management

David Waddington, ICT Category Manager, Procurement

Jayne Bowles, Scrutiny Officer

Emma Williamson, Head of Scrutiny

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## 2. DECLARATIONS OF INTERESTS

None.

## 3. APOLOGIES

Apologies were received from Councillors David Barrie and Brett O'Reilly.

## 4. REQUEST FOR CALL IN: BIRMINGHAM CLEAN AIR ZONE (CAZ): IMPLEMENTATION OF MAIN CAZ INFRASTRUCTURE – CIVIL ENGINEERING AND CAMERAS SOLUTION – FULL BUSINESS CASE (FBC)

(See documents 1, 2 and 3)

Cllr Robert Alden stated the following call-in criteria applied:

- 3. The decision appears to be inconsistent with recommendations previously made by an Overview and Scrutiny body (and accepted by the full Council or the Executive);*
- 5. The Executive appears to have overlooked some relevant consideration in arriving at its decision;*
- 8. There is a substantial lack of clarity, material inaccuracy or insufficient information provided in the report to allow the Overview and Scrutiny Committee to hold the Executive to account and/or add value to the work of the Council; and*
- 9. The decision appears to give rise to significant legal, financial or propriety issues.*

The key reasons for the request for call-in were summarised by Cllrs Alden and Mackey, and responded to by the Cabinet Members and officers, as follows:

- 3 – It is not clear how this report relates to the call-in on the CAZ mitigation software back in February, which has not yet returned to Cabinet.  
It was made clear during the meeting that this was a separate procurement matter and a further report would be brought, and so this reason for call-in was withdrawn;
- 5 – The report relies on the over-arching full business case agreed by Cabinet, and therefore the correct route for this decision is to return to Cabinet.  
The Senior Solicitor explained that the December 2018 Cabinet decision delegated these additional business cases to the Cabinet Member;
- 8 – There is a lack of clarity regarding the procurement process.  
Officers and the Cabinet Members explained the background to the decision, in particular the evolving nature of the context for this decision;
- 9 – The report refers to governance issues which reveals a serious failing in relation to the procurement and echoes issues discussed by scrutiny elsewhere.

It was felt that the lack of clarity regarding the procurement process was relevant here.

The risk register (which forms part of the business case) appears to be out of date – as it still refers to a July start for the CAZ.

There was also discussion on the status of the voluntary ex ante transparency (VEAT) notice on 17<sup>th</sup> June 2020, to which no formal challenges were received from the market;

Members asked about the legality of the contracts listed in Appendix A and the Senior Solicitor acknowledged that although governance processes had not been followed, procurement regulations had not been breached.

Members noted and welcomed the honesty of the report in acknowledging errors and noted that the report addressed those errors in terms of governance and set out how such failures would be avoided in future.

The fast moving context of decisions in relation to the CAZ was also noted, and that the situation was very fluid, based on evolving guidance from the Joint Air Quality Unit.

In reaching its decision on the request for call-in, the Committee considered each of the criteria in turn (with the exception of 3, which had been withdrawn) and agreed:

5 – not to call in the decision for this reason, by a vote of 5 members to 1;

8 – not to call in the decision for this reason, by a vote of 4 members to 2;

9 – to call in the decision for this reason, by a vote of 4 members to 2.

The Committee expressed concern that yet again it has seen an instance of the processes not being followed and as a result exposing the Council to financial challenge and risk. It was felt by members that it was necessary to bring this to Cabinet's attention. Whilst procurement protocols have been followed, there have clearly been governance issues – namely the incorrect reliance on previous approvals on delegated authority to Cabinet Members and officers without a further full business case being produced, as stated in paragraph 3.6 of the Cabinet Member report – that need to be understood and acted upon.

**RESOLVED:**

The Committee resolved to call in the decision for reconsideration by Cabinet by a vote of 4 members to 2. The relevant criteria is:

*9 – the decision appears to give rise to significant legal, financial or propriety issues.*

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

None.

**6. OTHER URGENT BUSINESS**

None

## 7. 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 1556 hours.

Briefing note to	Resources O&S Committee – 10 <sup>th</sup> September 2020
From	Julie Griffin, Assistant Director Housing (Acting), Neighbourhoods Directorate
Date	01 September 2020
Subject	Housing Services

## **Housing Service**

### **Increasing demand for temporary accommodation;**

Temporary accommodation demand has and continued to increase nationally and steadily since 2010. The MHCLG has reported in England, that on 31st March 2020, the total number of households in temporary accommodation was up 14.2%, outside of London, compared to a year earlier on 31st March 2019. This increase is driven by single households which is also linked to the initial part of people housed in emergency accommodation during the start of COVID-19 ‘Everyone in’ scheme.

There has been an increase in demand and occupancy in temporary accommodation during the pandemic. Lower numbers of households have been leaving temporary accommodation, the majority of which are moves into permanent accommodation. There continues to be approximately 80 households who are rough sleepers and those that have no recourse to public funds (NRPF).

There is sufficient emergency accommodation to cope with the current demand although this is becoming stretched. Arrangements have been made to source and fund additional B&B and 50 dispersed units. There does however remain a shortage of self-contained accommodation due, in part to the effects of COVID-19 on our contractors, who have taken longer than envisaged to resume business as usual. This is being closely monitored.

A report “Working with the private sector to deliver temporary accommodation solutions” is due to be considered by Cabinet on 13 October 2020.

### **The delay in implementation of the new operating model resulting in non-delivery of ongoing savings.**

The delivery of savings will be achieved, and mitigations are in place. The savings are being made through temporary accommodation efficiencies and will not be made through the new operating model. The new model will primarily focus on preventing homelessness negating the need for homeless families to be accommodated in temporary accommodation.

The new operating model staff consultation was due to commence in April 2020. This has however been delayed due to the pandemic. Informal consultation with trade unions is proceeding and formal consultation is now scheduled to commence in October 2020.

### **Housing Improvement Programme slippage**

At this present moment we are still predicting we will spend the capital investment budget; it is too early to advise other than this.

### **Current financial position and mitigations to Increased demand for temporary accommodation and the savings target**

The pressures identified in the 2019/20 Outturn report for temporary accommodation were addressed in the 2020/21 budget setting process. An additional budget of £3.8m was allocated to support the demand.

The current pressures of £6.6m forecast for temporary accommodation are all relating to Covid-19. These are due to the following reasons:

- £1m – Additional costs covering accommodation and support for rough sleepers, food packages and additional staffing through agency
- £1.6m – It is anticipated that the exit strategy for those rough sleepers identified in the initial response will take to the end of the financial year
- £4.0m – Potential increase in demand from homelessness and domestic violence cases, reduced capacity required to adhere to social distancing at our hostel, Bushmere and the limited scope to move people on from temporary accommodation due to lockdown

A new operating model is intended to focus on preventative and early intervention work which will result in a reduced demand for temporary accommodation placements. This is now expected to be implemented from April 2021 and therefore one-off mitigating actions have been identified to meet the saving in this financial year. The delay in its implementation is due to the increase demand to tackle Covid19 pressures.

One -off mitigations of £1.5m within Housing Options has been identified to address the savings target, which includes the freezing of vacant posts, additional use of dispersed properties, cost savings in the PSL budgets and a reduction in the average weekly cost of bed & breakfast placements.

Ongoing savings will be met by the implementation of the new operating model which will focus on prevention and early intervention and so reduce the demand for bed & breakfast placements.

**Briefing Note to Resources O&S 10<sup>th</sup> September 2020****Re: Street Scene Overspend 2019/20****Questions**

From Action Notes: “the key issues in relation to Neighbourhoods directorate relate to street scene, specifically the delay in implementation of service redesign and lead time in replacing waste collection vehicles. These issues have been well known but there are questions as to whether there are actions that management could have taken to mitigate this, as it is a very large overspend. Members also asked why the service has lost customers. This and other matters will be picked up with Directorate officers at a future meeting.”

Questions the members asked were around actions to mitigate the overspend, and in particular the reference in the report to “...£1.9m income shortfall in trade waste, street cleansing and fleet repair services *as a result of loss of customers*” (appendix A p.9) – member were keen to understand why that was.

**Income Shortfall Trade Waste****Background data**

YEAR	BUDGET £	BUDGET TARGET INCREASE £	ACTUAL INCOME £	YEAR END VARIANCE £
2012/13	7,390,279		7,242,081	148,198 under collection
2013/14	8,365,729	975,450 (13%increase)	8,535,752	170,023 over collection
2014/15	9,315,415	949,686 (11% increase)	9,266,430	48,985 under collection
2015/16	10,365,415	1,050,000 (11% increase)	10,188,907	176,508 under collection
2016/17	10,815,800	450,385	10,804,657	11,143 under collection

2017/18	10,915,800	1,000,000 (9% increase)	10,215,847	699,953 under collection
2018/19	10,915,800	Nil	10,248,317	667,483 under collection
2019/20	11,354,100	438,300	9,903,100.	1,450,999 under collection

This table shows that up until 2016/17 the Trade Waste service collected its budgeted income subject to minor variances. We can see that the significant under collection against budgeted income began in 2017/18 when an additional £1m or 9% was added to the budget target. The service had already managed to achieve significant budget increase in 2013/14, 2014/15 and 2015/16

It can be seen from the table above that the actual income has remained pretty static since 2015/16. Even when we have implemented price increases this has not resulted in a corresponding increase in income due to the prices sensitivity within this commercial market. However, the budgeted income has continued to rise significantly.

The issue therefore is not so much with decreasing income but with increasing aspirational income budgets.

Having said that, the service has lost some customers for two main reason due to the perceived and actual unreliability of the service at times

- 2 periods of significant Industrial action
- Our use of aged vehicles that are subject to mechanical breakdown and therefore service failure



## Income Shortfall Street Cleansing

### Background data

YEAR	BUDGET £	ACTUAL INCOME £	YEAR END VARIANCE £
2016/17	<b>647,900.00-</b>	<b>408,643.12-</b>	<b>239,256.88</b> under collection
2017/18	<b>673,425.00-</b>	<b>279,527.92-</b>	<b>393,897.08</b> under collection
2018/19	<b>673,425.00-</b>	<b>288,023.64-</b>	<b>385,401.36</b> under collection
2019/20	<b>697,325.00-</b>	<b>240,216.09-</b>	<b>457,108.91</b> under collection

It can be seen from the table that the income budget has remained pretty static whilst the income has declined.

The majority of this income is raised through special events in the city, for example the German Christmas Market. Not all of these events are organised by the city and event organisers do not have to use BCC services to deal with any waste produced but can choose to use external waste contractors.

Contracts for events such as Birmingham Pride have been lost to us. Unfortunately, if any external contractors employed by event organisers do not clean up to the required standard we still have an obligation to clean the part of the city where the event was held.

## Income Shortfall Garage/Stores/Driver Training Centre

### Background Data

YEAR	BUDGET £	ACTUAL INCOME £	YEAR END VARIANCE £
2016/17	1,369,800.00-	1,208,543.58-	161,256.42 under collection
2017/18	1,370,602.00-	1,054,404.12-	316,197.88 under collection
2018/19	1,370,602.00-	795,307.44-	575,294.56 under collection
2019/20	1,420,902.00-	717,602.48-	703,299.52 under collection

the table shows that whilst the income budget has remained pretty static the income achieved has declined significantly. The main sources of income are the servicing and MOT of vehicles, both internal and external to BCC, general sales and courses run by the Driver Training Centre.

The main income losses have occurred due to

- Internal customers moving from owning their own vehicle to hiring or leasing so no longer requiring our garage Service
  - Loss of external customers e.g. Taxi Assessments
  - Some courses run by the Driver Training Centre are available elsewhere and some customers have ceased using our service

### Mitigations regarding employee overspend due to the restructure not taking place.

- Released agency staff at the end of the season

- Did not fill vacant posts
- Stopped all none essential spend

**Mitigations regarding overspend at the garage**

- Moved from spot to long term hire where practicable to do so
- Did not fill any vacant mechanical engineer posts

Darren Share  
Assistant Director Street Scene



<b>To</b>	Resources O&S Committee
<b>Date</b>	10 September 2020
<b>Report from</b>	Guy Olivant – Major Developments Lead, Finance & Governance Directorate
<b>Subject</b>	Perry Barr Regeneration Scheme – Next Steps

## Purpose of Report

- 1.1 This report sets out a summary of the work required to refocus the Perry Barr Regeneration Scheme (PBRs) following the decision announced on 11 August 2020 not to use the PBRs to accommodate athletes and officials for the Commonwealth Games being held in July / August 2022.
- 1.2 The Scheme is a complex regeneration project and it is likely that there will be a requirement for one or more reports to Cabinet seeking approval for revised or additional aspects of the scheme in the coming months to ensure the best possible outcome for the City and its residents.

## 2 Background

- 2.1 Cabinet approved a Revised Full Business Case (RFBC) for the PBRs on 17 March 2020. This report set out plans for investment totalling £541.5million, which would provide accommodation for approximately 5,900 of the 6,500 athletes and officials required to be accommodated for the Games, to be subsequently repurposed as around 1,414 new homes (including 1,151 by the end of 2022) including an Extra Care Village, apartments for rent and outright sale, and more than 50 large family homes to be transferred into the Housing Revenue Account.
- 2.2 In March 2022, the Birmingham 2022 Organising Committee commissioned an independent review of the PBRs to obtain a view of delivery confidence for Games time. This review was undertaken prior to the disruption caused by the COVID-19 pandemic and subsequent lockdown. This review concluded that there was a P90 confidence (the industry standard measure) that 5,665 bedspaces would be completed for handover to the OC by 31 March 2022.
- 2.3 However, as a result of the COVID-19 pandemic and associated requirement for the introduction of more restrictive working practices, the PBRs site was shut down for a period of three weeks whilst Lendlease undertook a review and implemented the necessary changes to site operations. Following the implementation of these revised operating arrangements, it is important to note that site productivity remains substantially below the levels that were anticipated to be achieved pre-COVID. At this stage it is not known how long current operating arrangements will be required to continue for, but it is

assumed that the earliest there may be any relaxation would be from January 2021.

- 2.4 On 11 August 2020, as a result of the impact of COVID-19 on construction schedules, the Birmingham 2022 Organising Committee announced the decision that they would not utilise the PBRs to accommodate athletes and officials for the Games, and would instead utilise three separate Campus Villages located at the Universities of Birmingham and Warwick and at the NEC complex. This decision was made as a result of the ongoing disruption to the construction programme being caused by COVID-19, resulting in an increased risk that the PBRs would not be completed in time for the Games. It was considered necessary to make the decision some 2 years in advance of the Games in order to ensure that there was time for the Organising Committee to secure suitable alternative accommodation at an appropriate cost, to be met from core OC budgets.
- 2.5 By 31 July 2020 (the financial reporting date closest to the date of the above decision), a total of £157.589million had been spent on the PBRs, excluding A34 highways works. Key elements of this investment include land acquisitions (£60.599million), demolition works (£4.986million) and construction works including site infrastructure (£69.778million). Despite the decision not to utilise the PBRs for Games time accommodation, none of the investment undertaken to date is considered to be abortive as a result of this decision.

### **3 Implications of not using the PBRs for Games time Accommodation**

- 3.1 Whilst the PBRs were always designed with a view of the post-Games legacy purpose of the accommodation, the requirement to accommodate up to 6,500 athletes and officials also influenced design decisions, and the pace of construction was more rapid than would usually be the case for a large residential scheme because of the fixed end date for the construction.
- 3.2 The decision not to use the PBRs for Games time means that any temporary features such as bedroom locks, carpets and dining facilities that would be required solely for Games time can now be omitted, and construction programmes optimised to achieve end-use specifications in the most time and cost-efficient way, which was not previously possible. Instructions have already been issued through Lendlease to the Tier 1 contractors to omit all Games time only elements, to ensure that abortive costs are not incurred through the supply chain.
- 3.3 The financial model underpinning the PBRs is reliant on a combination of grants and receipts from the ultimate disposal of the land and properties assembled as a part of the scheme. Whilst the extent of disposal proceeds that will be generated after 2022 is inevitably uncertain as a result of the coronavirus pandemic, the various bodies providing grant funding (including

MHCLG and the Combined Authority) have confirmed that their funding commitments remain regardless of this change in temporary use of the PBRs.

#### **4 Next Steps**

4.1 A detailed review of all aspects of the overall scheme is being undertaken to ensure that the scheme remains affordable and delivers the maximum legacy benefit both the Perry Barr and to the City, in the context of the uncertainties caused by the COVID-19 pandemic.

4.2 Key elements of the review include:

- A review of all existing contractual arrangements to establish any required contract variations
- Assessment of likely housing market conditions when properties are available for disposal
- Review of existing construction programme to take into account optimal disposal strategy to maximise financial returns
- Review of current planned property and tenure mix to ensure that the development meets future demands, including those plots previously put “on hold”
- Review of approach to disposal of incidental land already acquired for Games time use, but not part of current construction programme
- Refresh of project governance given that the previous approach aligned with the Commonwealth Games is no longer appropriate



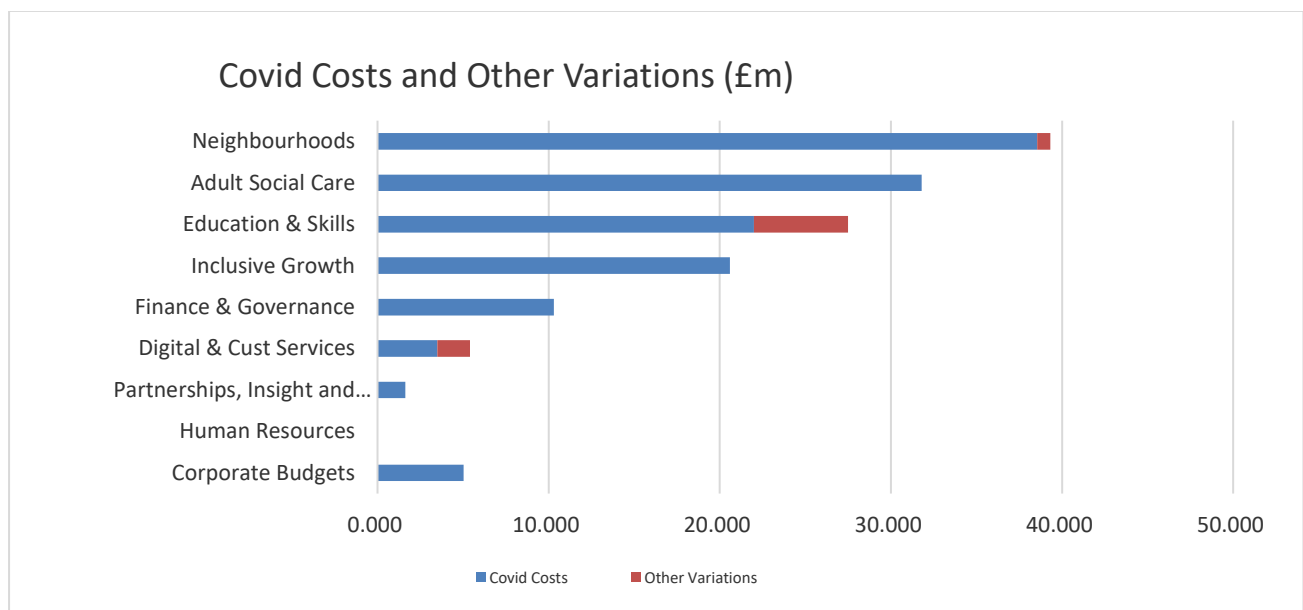


20/08/2020 17:14

## Month 4 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 4. 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 July is that the Council's **General Fund**, is facing a net **overspend** of **£38.1m** (Column C in table1) which represents 4.5% of the £852.9m budget. **£33.5m** (Column D in table1) of the overspend relates to the Covid-19 emergency after applying the £84.3m government grant and £15.6m income loss funding. The funding gap is being dealt with as a corporate issue. Directorates non Covid-19 net overspend is **£4.5m** (Column E in table1), a decrease of £0.7m from quarter 1.
- 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 quarter 1 the net cost has fallen by £41.2m. The cost of the Covid-19 emergency has decreased by £11.6m. The remaining £29.6m improvement is a result of the third tranche of government grant funding and the announcement of a mechanism to fund some of the sales, fees and charges income losses.



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

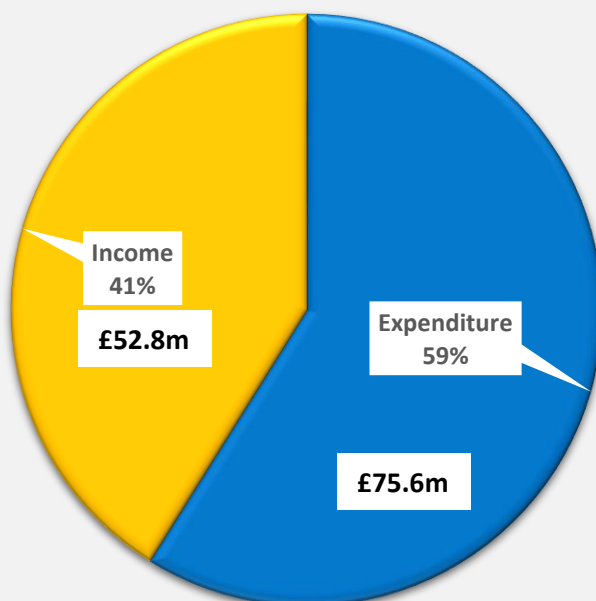


Table 1: High Level Summary	A	B	C	D	E	F
Directorate	Current Budget	Forecast Outturn	Total Over/(Under) Spend *	Covid 19 Financial Impact Included **	Over/(Under) spend net of Covid costs	Movement in Total Over/(Under) Spend
	£m	£m	£m	£m	£m	£m
Neighbourhoods	126.641	165.961	39.320	38.549	0.771	(0.879)
Adult Social Care	328.361	358.361	30.000	31.800	(1.800)	(4.338)
Education & Skills	275.033	302.533	27.500	22.000	5.500	(6.393)
Inclusive Growth	106.096	124.996	18.900	20.600	(1.700)	(1.578)
Finance & Governance	9.898	20.098	10.200	10.300	(0.100)	0.113
Digital & Cust Services	25.893	31.293	5.400	3.500	1.900	1.328
Partnerships, Insight and Prevention	7.340	8.964	1.624	1.624	0.000	0.000
Human Resources	6.581	6.581	0.000	0.000	0.000	0.000
<b>Directorate Sub Total</b>	<b>885.841</b>	<b>1,018.785</b>	<b>132.944</b>	<b>128.373</b>	<b>4.571</b>	<b>(11.747)</b>
Corporate Budgets	(32.909)	(27.871)	5.038	5.038	0.000	(0.523)
Covid Funding	0.000	(70.310)	(84.278)	(84.278)	0.000	(13.968)
Income Loss Scheme Funding	0.000	(15.600)	(15.600)	(15.600)	0.000	(15.600)
<b>Corporate Subtotal</b>	<b>(32.909)</b>	<b>(113.781)</b>	<b>(94.840)</b>	<b>(94.840)</b>	<b>0.000</b>	<b>(30.091)</b>
<b>City Council General Fund</b>	<b>852.933</b>	<b>905.005</b>	<b>38.104</b>	<b>33.533</b>	<b>4.571</b>	<b>(41.838)</b>
Financial Position as at Q1	852.933	932.875	79.942	74.695	5.247	0.000
<b>Movement from previous Q1</b>	<b>0.000</b>	<b>(27.870)</b>	<b>(41.838)</b>	<b>(41.162)</b>	<b>(0.676)</b>	<b>(41.838)</b>
<b>Movement from previous Q1 %</b>	<b>0.0%</b>	<b>(03)%</b>	<b>(52)%</b>	<b>(55)%</b>	<b>(13)%</b>	

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

\*\*this excludes Covid-19 risk, see 2.24 below

## **Capital spend**

- 1.4. 2020/21 Capital spend is currently projected to be £748.4m, after projected slippage of £107.9m (£105.1m Covid related, £2.8m non-Covid related). However, there are still uncertainties as a result of Covid which are yet to be quantified and are expected to impact on the capital spend for the year.

## **2. Key Issues**

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

#### **Education and Skills**

- 2.1. The biggest non-Covid-19 issues are in Education and Skills Directorate. There continues to be a significant increase in the number of children in care requiring support by Birmingham Children's Trust, from 1,830 at the start of the Trust in April 2018 rising to an average of 1,955 by March 2020 alongside other additional placement demands, including a general lack of sufficiency for residential placements. These demand pressures, over and above the additional funding of £6.1m in 2020/21 as part of setting the budget, are currently forecast at an additional £5m, this is a £2.1m decrease on last month which is a result of focusing on reducing the placement costs (£1.1m) and contract renegotiations (£1m) all of which are ongoing reductions.
- 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.
- 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; the Local Authority is working with Governing Bodies on deficit recovery plans to address this. Where maintained schools convert to Academy status with a sponsor the licenced deficit will fall to the Council. Further information will be provided next month.

#### **Neighbourhoods**

- 2.4. 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.
- 2.5. Nearly all services within Neighbourhoods are based on a degree of demand led activity from Trade Waste, Homelessness to Licencing and Regulation. Whilst not currently deemed a budget pressure there is a level of risk from a continuation of the demand impact over and above what has been recognised as an impact of Covid-19
- 2.6. Stemming from 2019/20 and in some part, as a result of Covid-19 related activity, the service is currently concerned about funding for temporary accommodation. Additionally, a current assessment is being made for set aside of a sinking fund for reservoirs maintenance and allocations of section 106 commuted sums.
- 2.7. An in-depth review of the Neighbourhoods budget is underway, following the June Star Chamber meeting. The outcome of the review will be reflected in the period 5 position and significant movements reported in due course.

- 2.8. A review of use of HRA and cost charging policies is also taking place alongside an ongoing assessment of the Covid-19 impact on rent arrears.

### **Adult Social Care**

- 2.9. Health are currently meeting the costs arising from most hospital discharges and there is a significant reduction in residential and nursing placements. However, there are still significant costs to be quantified in relation to support to the care market 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.
- 2.10. 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 £3.6m 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.
- 2.11. 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.
- 2.12. 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**

- 2.13. 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.
- 2.14. 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.
- 2.15. The forecast for commercial property rental income is lower than anticipated when considering the prior year outturn position and known variations. Property Services are undertaking a review to confirm the accuracy of the forecast. This uncertainty in conjunction with the yet to be confirmed impacts of Covid-19 mean that there is a real risk that the current forecast pressures could increase.
- 2.16. 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

2.17. It is expected that the forecasted overspend in ICT&D will reduce and be dealt with as part of the centralisation of recharges work.

### New Oracle Back office system (ERP)

2.18. 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 the Autumn.

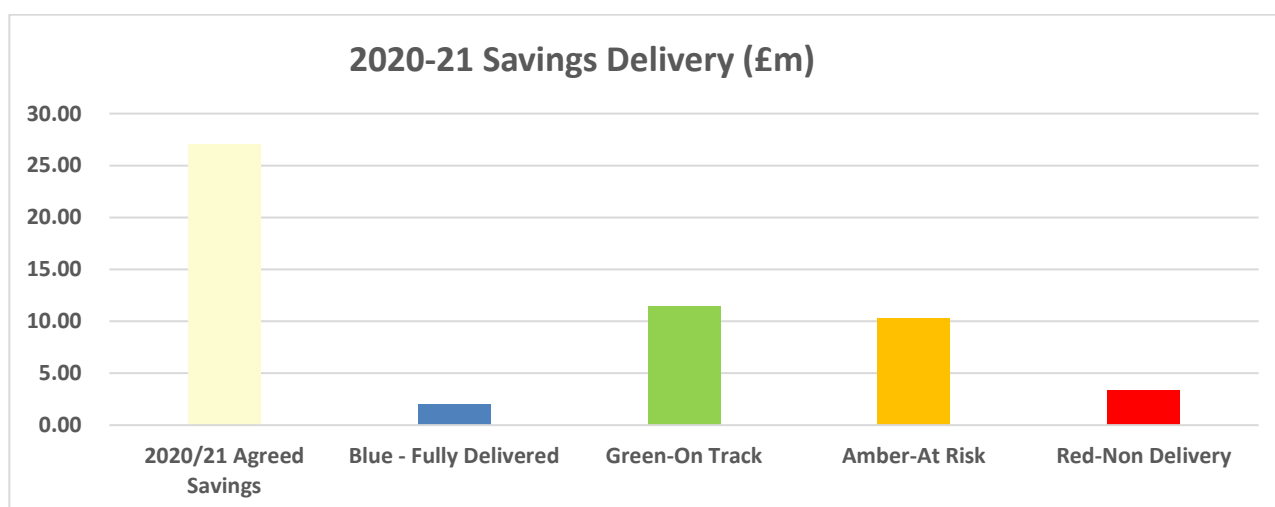
### Commonwealth Games 2022-23

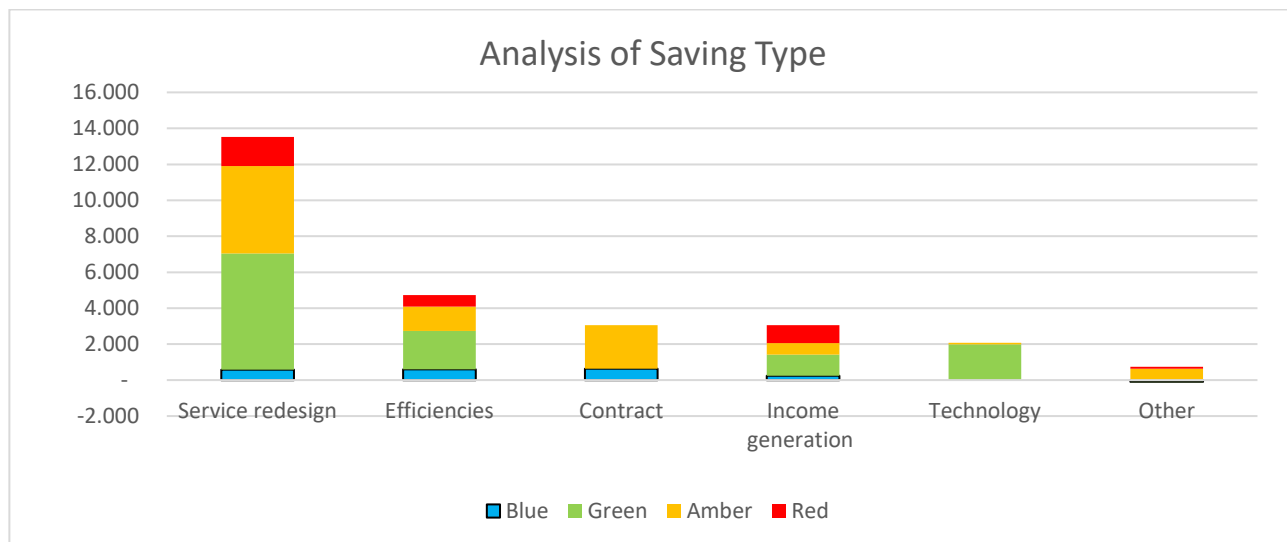
2.19. Perry Barr Regeneration Scheme - A rephasing of expenditure between years has taken place to reflect the revised Full Business Case approved by Cabinet in March 2020 and slippage from 19/20. Covid has impacted on the works at the Village and a detailed review is under way to consider the costs and delivery timelines including potential mitigation plans. Early impacts have been identified including scope reductions offset by costs of enhanced welfare provisions in response to the Covid pandemic, 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.

### Savings Programme

2.20. The £27.1m savings programme for 2020-21 (shown in the following charts) has £10.3m 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 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.
- **Education** £1m Early Years new working model savings is unlikely to be achieved and mitigation action plans are required.
- **Inclusive Growth** £0.6m saving from the reduction in Central Administrative Buildings (CAB) is at risk.





### **Borrowing**

- 2.21. The annual cost of servicing debt represents approximately 30% of the budget. Currently borrowing is £3,311m, 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 remains uncertainty about the impact of Covid-19 on future cashflows.

### **Level of Debt and Provision**

- 2.22. 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**

- 2.23. 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**

- 2.24. 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).

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

- 2.25. The Council 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 £15.6m 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.
- 2.26. 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.
- 2.27. There are further Covid-19 financial risks which have been quantified at £35.5m, which are reported through emergency cells on a weekly basis.
- 2.28. 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.





# Birmingham City Council

## Report to Cabinet

Date: 8<sup>th</sup> September 2020



**Subject:** **PLANNED PROCUREMENT ACTIVITIES (OCTOBER 2020 – DECEMBER 2020) AND QUARTERLY CONTRACT AWARD SCHEDULE (APRIL 2020 – JUNE 2020)**

**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  
Telephone No: 0121 303 6610  
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 October 2020 – December 2020 and all contract award decisions made under Chief Officer's delegation during the previous quarter. 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.
- 1.3 Appendix 4 informs Cabinet of the contract award decisions made under Chief Officers delegation during the period April 2020 – June 2020.

## **2 Recommendations**

- 2.1 Notes the planned procurement activities under chief officer delegations set out in the Constitution for the period October 2020 - December 2020 as detailed in Appendix 1.
- 2.2 Notes the contract award decisions made under Chief Officers delegation during the period April 2020 – June 2020 as detailed in Appendix 4

## **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 consult with and take soundings from Cabinet Members and the Resources Overview & Scrutiny Committee.
- 3.3 This report sets out the planned procurement activity over the next few months where the contract value is between the EU threshold (£189,330) 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 Individual procurements may be referred to Cabinet for an executive decision at the request of Cabinet, a Cabinet Member or the Chair of Resources Overview & Scrutiny Committee where 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.
- 3.8 Award decisions made under Chief Officers delegation during the period April 2020 – June 2020 is shown in Appendix 4.

#### **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 October 2020 - December 2020
- 2. Appendix 2 – Background Briefing Paper
- 3. Appendix 3 – Exempt Information
- 4. Appendix 4 – Quarterly Contract Award Schedule April 2020 – June 2020

## APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (OCTOBER 2020 – DECEMBER 2020)

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
Approval to Tender Strategy	Supply and Distribution of Fresh Meat, Fresh Frozen Meat, Cooked Meats & Sandwich Fillings	TBC	The supply and distribution of fresh meat, fresh frozen meat, cooked meats and sandwich fillings to support the delivery of nutritional foods to Birmingham schools.	4 years	Finance and Governance	Finance and Resources	Lee Bickerton	Sarah Williams	26/10/2020
Approval to Tender Strategy	Supply and Distribution of Milk & Dairy and Morning Goods	TBC	The supply and distribution of milk & dairy and morning goods to support the provision of nutritional foods to Birmingham schools.	4 years	Finance and Governance	Finance and Resources	Lee Bickerton	Sarah Williams	26/10/2020
Single Contractor Negotiations	Accommodation for stray dogs	TBC	The reception and accommodation of stray dogs delivered by or on behalf of the Council to ensure the care and welfare of stray dogs, including the re-homing of dogs to suitable situations wherever possible if they are not reclaimed by their owners.	4 years	Neighbourhoods	Homes and Neighbourhoods	Carl Tomlinson	Vikki Allwood	21/09/2020
Approval to Tender Strategy	MOT Services for Private Hire and Hackney Carriage Vehicles	P0673	The provision of MOT services and supplementary testing of vehicles required by the Council's Licensing Section for all private hire and Hackney Carriage vehicles registered in Birmingham.	4 years with a break clause at the end of year 2 and 3.	Finance and Governance	Finance and Resources	Carl Tomlinson	Janine Weetman	26/10/2020
Strategy / Award	Further Project Management Services for the Clean Air Zone (CAZ) Programme	TBC	There is a requirement to extend the current contract for project management services to support the delivery of the CAZ programme and its various workstreams for a period of up to 12 months subject to the completion of its delivery requirements. The COVID-19 lockdown restrictions have impacted on the ability of the programme to complete the delivery of the physical infrastructure projects required for an enforceable CAZ.	Up to 12 months	Inclusive Growth	Transport and Environment	Simon Ansell	Stephen Arnold / Siobhan McDonald	26/10/2020
Delegated Extension Award	Clearing Banking Services	P0139	The Council and its wholly owned companies cannot function without banking services as they are essential to Council operations including payments to staff, the City's vulnerable citizens, income collection and making payments to its entire supply chain.	2 years	Finance and Governance	Finance and Resources	Mohammed Sajid	Martin K Easton / Andrew Shorthouse	26/10/2020
Approval to Tender Strategy	Supply and Distribution of Food Court Concepts	TBC	The supply and distribution of Food Court Concepts (hot grab and go food which supports service areas that have limited preparation space and or short service windows e.g. Pasta, Wraps, Burgers, Pizzas) to ensure the delivery of an innovative food offering to Birmingham schools to enable Civic Catering to provide a comprehensive catering service within council offices and for external catering functions and for residential homes and day centres to cater for older and younger adults.	3 years	Finance and Governance	Finance and Resources	Lee Bickerton	Sarah Williams	26/10/2020
Strategy / Award	Financial Advisory Support Services	TBC	There is a requirement for advisory services to support and improve the Council's financial processes, controls and governance process in the following areas: •Fees & charges •Financial regulations •Non-executive support •Support capacity •Capital •Finance Improvement •Neighbourhoods •Chartered Institute of Public Finance Association (CIPFA) Financial Management assessment.	1 year	Finance and Governance	Finance and Resources	Lee Bickerton	Guy Marshall	26/10/2020

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	Telephony	TBC	The provision of a Voice Operated Internet Protocol (VoIP) telephony service for approximately 8000 phones with a mix of physical handsets on desks and technology soft phones (phone calls made and received over the internet) for use in the remote working environment.	5 years	Digital & Customer Services	Deputy Leader	Lee Bickerton	Rhona Bowditch	26/10/2020
Single Contractor Negotiation	SAP Support Managed Service	TBC	SAP applications portfolio is used to meet the business function requirements in the areas of Human Resource, Payroll, Finance and Procurement. The SAP application portfolio comprises number of SAP applications which are contracted through SAP AG.	1 year	Digital & Customer Services	Deputy Leader	Lee Bickerton	Rhona Bowditch	26/10/2020
Strategy / Award	ServiceNow Platform Modernisation	TBC	ServiceNow is the IT Service Management (ITSM) toolset which has been used to deliver services to the Council. The Council requires external expert support to design and implement the 'out-of-the-box' version.	1 year	Digital & Customer Services	Deputy Leader	Lee Bickerton	Rhona Bowditch	26/10/2020
Strategy / Award	IT Professional Services – Insight Programme & Front Door Process	TBC	External support is required to assist the Council in delivering Phase 2 of the Insight Programme and to support the Front Door process review.	12 months, with a option to extend for a further 12 months	Digital & Customer Services	Deputy Leader	Lee Bickerton	Rhona Bowditch	26/10/2020
Strategy / Award	HR Services for Schools	TBC	A content-based solution to support the Council's HR portal for schools currently hosted by SAP combining both transactional forms and reports with policies, advice and guidance.	3 years	Digital & Customer Services	Deputy Leader	Lee Bickerton	Rhona Bowditch	26/10/2020
Single Contractor Negotiation	Clean Air Zone IT Back Office Support and Maintenance	TBC	The IT solution for the Clean Air Zone (CAZ) is currently in development and will require ongoing support and maintenance covering;  •Communications •Hosting •Service Support •Annual Inspection •Annual Ground Truthing •Reactive / Fault Support •Software Support	3 years with the option to extend for an additional 12 months on 2 occasions	Inclusive Growth	Transport and Environment	Simon Ansell	Philip Edwards	26/10/2020
Single Contractor Negotiation	Data Centre Hosting	TBC	A data centre hosting service that provides the Council with space and power for its servers and rack space equipment.	1 year	Digital & Customer Services	Deputy Leader	Lee Bickerton	Rhona Bowditch	26/10/2020
Strategy / Award	Provision of Legal Advice to Support the Development of the Future Waste Strategy	TBC	There is a requirement for external legal advice to support the in-house legal team to support the development of the future waste strategy and the procurement for the management and disposal of waste.	8 months	Neighbourhoods	Street Scene and Parks	Carl Tomlinson	Michelle Climer / Meena Chuhan	26/10/2020
Various Routes	Professional Services for the Commonwealth Games 2022 and Perry Barr Regeneration Scheme	TBC	There is an ongoing requirement to continue the various contracts for professional and advisory services to support the Council's Programme Team for the Commonwealth Games 2022 and to ensure the successful delivery of the associated capital projects.	various dates	Inclusive Growth	Leader	Guy Olivant	Craig Cooper	26/10/2020
Various Routes	Birmingham Children and Families Transformation Plan – Evaluation and Key Service Developments	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.	various dates	Education and Skills	Education Skills & Culture	John Betts	Rob Willoughby / Carol Woodfield	26/10/2020

## **APPENDIX 2**

### **BRIEFING NOTE ON PLANNED PROCUREMENT ACTIVITIES** **CABINET – 8<sup>TH</sup> SEPTEMBER 2020**

<b>Title of Contract</b>	<b>Supply and Distribution of Fresh Meat, Fresh Frozen Meat, Cooked Meats &amp; Sandwich Fillings</b>
Director \ Assistant Director	Alison Jarrett – Assistant Director Development and Commercial
Briefly describe the service required	The supply and distribution of fresh meat, fresh frozen meat, cooked meats and sandwich fillings to support the delivery of nutritional foods to Birmingham schools. In addition, the purchase of these food stuffs supports Civic Catering with providing a catering service within the Council offices and for external catering functions and for the provision of a catering service across the city within older and younger adults residential homes and day centres.
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 there is a requirement for the supply of fresh meat, fresh frozen meat, cooked meats and sandwich fillings to support the provision of food across all divisions of the Council, including schools, food to be purchased by council employees and guests at Council sites, which generates an income for the benefit of the city. There is a requirement to source sustainable food responsibly ensuring a robust supply chain that is covered by all relevant due diligence and has been checked against the Council's food sourcing policy.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The current contract is with Midland Foods Ltd and Brakes Bros Ltd was approved on 10 <sup>th</sup> November 2016 and is due to expire on 1st January 2021.
What budget is the funding from for this service?	The products bought under this contract will be funded by various budgets across the council including Finance and Governance approved budgets for Cityserve schools and Civic Catering, schools own delegated budgets for non-LEA schools and Adult Social Care for Care Homes and Day Centres.
What is the proposed procurement route?	An open procurement exercise will be undertaken advertised in OJEU, Contracts Finder and <a href="http://www.finditinbirmingham.com">www.finditinbirmingham.com</a>
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 2 <sup>nd</sup> January 2021 for a period of 4 years.

Title of Contract	<b>Supply and Distribution of Milk &amp; Dairy and Morning Goods</b>
Director \ Assistant Director	Alison Jarrett – Assistant Director Development and Commercial
Briefly describe the service required	The supply and distribution of milk & dairy and morning goods to support the provision of nutritional foods to Birmingham schools. In addition, the purchase of these food stuffs supports Civic Catering with providing a catering service within the Council offices and for external catering functions and for the provision of a catering service across the city within older and younger adults residential homes and day centres.
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, there is a requirement for the supply of milk & dairy and morning goods to support the provision of food across all divisions of the Council, including schools, food to be purchased by council employees and guests at Council sites, which generates an income for the benefit of the city. There is a requirement to source sustainable food responsibly ensuring a robust supply chain that is covered by all relevant due diligence and has been checked against the Council's food sourcing policy.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The current contract with Johal Dairies Ltd was approved on 10 <sup>th</sup> November 2016 and is due to expire on 1st January 2021.
What budget is the funding from for this service?	This contract will not commit the Council to any level of spend. The products bought under this contract will be funded by various budgets across the council including Finance and Governance approved budgets for Cityserve schools and Civic Catering, schools own delegated budgets for non-LEA schools and Adult Social Care for Care Homes and Day Centres.
What is the proposed procurement route?	An open procurement exercise will be undertaken advertised in OJEU, Contracts Finder and <a href="http://www.finditinbirmingham.com">www.finditinbirmingham.com</a>
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 2 <sup>nd</sup> January 2021 for a period of 4 years.



<b>Title of Contract</b>	<b>Accommodation for Stray Dogs</b>
Director \ Assistant Director	Robert James – Director, Neighbourhoods
Briefly describe the service required	The reception and accommodation of stray dogs delivered by or on behalf of the Council to ensure the care and welfare of stray dogs, including the re-homing of dogs to suitable situations wherever possible if they are not reclaimed by their owners.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	Yes. Under the Environmental Protection Act 1990, the Council has a duty to protect the interests of dogs and other animals under animal health and welfare provisions. The removal of stray dogs to a safe and suitable reception centre where they will receive proper care contributes to the delivery of this duty.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract was approved on 17 September 2018 and will expire on 23 <sup>rd</sup> September 2020.
What budget is the funding from for this service?	The service will be funded from the Environmental Health Animal Welfare Team budget.
What is the proposed procurement route?	To enter into single contractor negotiations with The Birmingham Dogs Home.
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>As a result of market investigations there is only one contractor that can meet the Council's requirements. There are no licensed commercial kennels available in the city and no other kennels within a reasonable travelling distance that offer reception and re-homing solution for stray dogs.</p> <p>Market Research has identified that there are currently no suitable kennelling and rehoming centres within 20 miles of the Birmingham Boundary. Furthermore, service cost data, available from neighbouring Authorities will be used to benchmark rates proposed by the single contractor. Negotiations with the single contractor will seek to ensure that contract rates are in line with these therefore demonstrating value for money.</p> <p>Birmingham Dogs Home will be required to be a certified signatory up to the BBC4SR and provide actions proportionate to the value of the proposed contract.</p>
Proposed start date and duration of the new contract	The proposed start date is 24 <sup>th</sup> September 2020 for a period of 4 years.

<b>Title of Contract</b>	<b>MOT Services for Private Hire and Hackney Carriage Vehicles (P0673)</b>
Director \ Assistant Director	Alison Jarrett – Assistant Director Development and Commercial
Briefly describe the service required	The provision of MOT services and supplementary testing of vehicles required by the Council's Licensing Section for all private hire and Hackney Carriage vehicles registered in Birmingham.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	Under Section 50 of the Local Government (Miscellaneous) Provisions Act 1976, the Council has a duty to inspect and test any Hackney Carriage or private hire vehicle within the area of the Council prior to the licensing of the vehicle.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The current contracts are with Auto Moto, Autofit Centre Limited, Saki's Auto Centre, Swift Repairs Limited, The Auto Workshop and was approved on 13 <sup>th</sup> June 2017 under Chief Officer delegated authority and will expire on 31 <sup>st</sup> June 2021.
What budget is the funding from for this service?	This will be met directly by the Hackney Carriage or private hire owners. This contract has no impact on the Council's budget.
What is the proposed procurement route?	An open procurement process will be undertaken advertised in OJEU, Contracts Finder and <a href="http://www.finditinbirmingham.com">www.finditinbirmingham.com</a>
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> July 2021 for a period of 4 years with a break clause at the end of year 2 and 3.

Title of Contract	<b>Project Management Services for the Clean Air Zone (CAZ) Programme</b>
Director \ Assistant Director	Philip Edwards Assistant Director, Inclusive Growth
Briefly describe the service required	Due to unforeseen circumstances with regard to COVID 19 the CAZ programme will now be launched no earlier than the 1 <sup>st</sup> January 2021. Therefore, there is a requirement for project management services to support the delivery of the CAZ programme and its various workstreams for a period of up to 12 months subject to the completion of its delivery requirements. The COVID-19 lockdown restrictions have impacted on the ability of the programme to complete the delivery of the physical infrastructure projects required for an enforceable CAZ. Furthermore, there are not the skills, experience or availability of staff within the Council to deliver project management support; therefore, there is a requirement for suitably qualified resources to be engaged externally until the CAZ programme can establish its substantive workforce to enable service delivery and knowledge transfer to the CAZ team.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	The Council has received a ministerial direction on 20 <sup>th</sup> December 2017 to bring forward plans that reduce the levels of NO2 emissions to within legal limits within the shortest possible time. The CAZ is the most significant measure that will enable the Council to comply with this direction and project management services are required to support its delivery.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The current contract is with Turner & Townsend Project Management Ltd which expires on 30 <sup>th</sup> November 2020.
What budget is the funding from for this service?	This is funded from the CAZ budget. Where appropriate the costs will be capitalised and funded from the CAZ capital grant allocation.
What is the proposed procurement route?	A further competition exercise will be undertaken using the Crown Commercial Services Project Management and Design 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)?	Not Applicable.
Proposed start date and duration of the new contract	The proposed start date is from 1 <sup>st</sup> December 2020 for a period of up to 12 months.

<b>Title of Contract</b>	<b>Clearing Banking Services (P139)</b>
Director \ Assistant Director	Sara Pitt – Assistant Director Service Finance
Briefly describe the service required	The Council and its wholly owned companies cannot function without banking services as they are essential to its operations including payments to staff, the city's vulnerable citizens, income collection and making payments to its entire supply chain.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	This is not a statutory function in itself but Section 151 of the Local Government Act 1972 requires local authorities to make arrangements for the proper administration of its financial affairs. The Council cannot deliver its statutory obligations without an appropriate banking service.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract is with Barclays Bank plc. The initial contract started on 1st April 2015 for a period of 5 years with the option to extend for a further 2 years. The option to extend was taken up and so the contract was extended up to 31st March 2022.
What budget is the funding from for this service?	The budget is from the approved corporate funding within the Finance and Governance Directorate
What is the proposed procurement route?	To extend the existing contract for a period of 2 years' via single contractor negotiations.
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>Due to the implementation of the replacement Enterprise Resource Planning (ERP) system, were this contract to be retendered and the incumbent is not successful it would require the Council to implement 2 business critical Financial IT programmes concurrently. Given transition to a new banking provider requires a 12 month period following contract award it is considered too much of a risk to the stability of the Council's financial and accounting systems and processes to risk change bankers at the same time. Changing of bank suppliers involves significant resource and cost to reconfigure the financial systems that is therefore a major business risk to the organisation. This 2 year agreement will allow sufficient time for the new ERP system to be implemented and embedded and an appropriate transition period if required after tendering and a contingency period of 1 year should one be required.</p> <p>Market knowledge undertaken in conjunction with a subject matter expert has indicated that the risk of challenge is low having considered current market conditions.</p> <p>Barclays Bank plc will be required to produce additional BBC4SR actions proportionate to the value of the proposed contract.</p>
Proposed start date and duration of the new contract	The proposed start date is 1 <sup>st</sup> April 2022 for a period of 2 years.

Title of Contract	<b>Supply and Distribution of Food Court Concepts</b>
Director \ Assistant Director	Alison Jarrett – Assistant Director Development and Commercial
Briefly describe the service required	The supply and distribution of Food Court Concepts (hot grab and go food which supports service areas that have limited preparation space and or short service windows e.g. Pasta, Wraps, Burgers, Pizzas) to ensure the delivery of an innovative food offering to Birmingham schools to enable Civic Catering to provide a comprehensive catering service within council offices and for external catering functions and for residential homes and day centres to cater for older and younger adults.
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, there is a requirement for the supply and distribution of Food Court Concepts to support the provision of food across all divisions of the Council, including schools, food to be purchased by council employees and guests at Council sites, which generates an income for the benefit of the city. There is a requirement to source sustainable food responsibly ensuring a robust supply chain that is covered by all relevant due diligence and has been checked against the Council's food sourcing policy.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract expired on 31 <sup>st</sup> July 2018 with the products been supplied under the terms and conditions of the current contract.
What budget is the funding from for this service?	The products bought under this contract will be funded by various budgets across the council including Finance and Governance approved budgets for Cityserve schools and Civic Catering, schools own delegated budgets for non-LEA schools and Adult Social Care for Care Homes and Day Centres.
What is the proposed procurement route?	An open procurement exercise will be undertaken advertised in OJEU, Contracts Finder and <a href="http://www.finditinbirmingham.com">www.finditinbirmingham.com</a>
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> March 2021 for a duration of 3 years.

<b>Title of Contract</b>	<b>Financial Advisory Support Services</b>
Director \ Assistant Director	Sara Pitt – Assistant Director Service Finance
Briefly describe the service required	<p>There is a requirement for advisory services to support and improve the Council's financial processes, controls and governance process in the following areas:</p> <ul style="list-style-type: none"> <li>• Fees &amp; charges</li> <li>• Financial regulations</li> <li>• Non-executive support</li> <li>• Support capacity</li> <li>• Capital</li> <li>• Finance Improvement</li> <li>• Neighbourhoods</li> <li>• Chartered Institute of Public Finance Association (CIPFA) Financial Management assessment.</li> </ul> <p>Phase 1 for the improvement plan was completed in August 2020 and this contract supports the delivery of Phase 2.</p> <p>CIPFA C.CO Ltd will be required to be certified to the BBC4SR and produce an action plan with commitments proportionate to the value of this contract.</p>
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 this service. However, the required services are part of the required planned improvements in Finance and Governance which fully support the Council's objectives.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new contract.
What budget is the funding from for this service?	The cost of the service will be met from the Service Finance, Finance and Governance Directorate budget.
What is the proposed procurement route?	A direct award will be carried out to CIPFA C.Co Ltd using the Crown Commercial Services – Management Consultancy 2 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 October 2020 for a period of 12 months.

<b>Title of Contract</b>	<b>Telephony</b>
Director \ Assistant Director	Peter Bishop, Director Digital and Customer Services
Briefly describe the service required	<p>The provision of a Voice Operated Internet Protocol (VoIP) telephony service for approximately 8000 phones with a mix of physical handsets on desks and technology soft phones (phone calls made and received over the internet) for use in the remote working environment.</p> <p>As the Council adapts to increased levels of remote working, the replacement service will need to support an increased number of 'soft phones' as opposed to physical handsets.</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, this service supports the delivery of the Council's IT, and by extension, its services.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The current contract is with Capita Birmingham Ltd's part of the telephony element of the remaining IT services contract which expires on 31 <sup>st</sup> March 2021.
What budget is the funding from for this service?	This is funded from the general IT budget.
What is the proposed procurement route?	The replacement service will be procured through the Crown Commercial Service – Network Services 2 framework agreement via a further competition exercise.
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 maximum duration of 5 years.

<b>Title of Contract</b>	<b>SAP Support Managed Service</b>
Director \ Assistant Director	Peter Bishop, Director Digital and Customer Services
Briefly describe the service required	<p>SAP applications portfolio is used to meet the business function requirements in the areas of Human Resource, Payroll, Finance and Procurement. The SAP application portfolio comprises number of SAP applications which are contracted through SAP AG.</p> <p>There is a requirement for a SAP Support Managed Service to support the SAP applications portfolio. This service is required to be maintained until SAP is replaced by the new ERP solution.</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, this service supports the delivery of the Council's IT, and by extension, its services.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The current contract is with by Capita Birmingham Ltd as part of the SAP application portfolio element of the remaining IT services contract which expires on 31 <sup>st</sup> March 2021.
What budget is the funding from for this service?	This is funded from the ERP Programme.
What is the proposed procurement route?	To enter into single contractor negotiations with Capita Birmingham 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>Capita Birmingham Ltd is the only supplier that can provide this service as the Council's SAP environment is heavily customised to meet its requirements. A change in supplier would not be economically viable for the short term required until the replacement ERP solution is in place. The negotiations will seek to maintain the same pricing and terms as the current service.</p> <p>Capita Birmingham Ltd will be required to produce additional BBC4SR actions proportionate to the value of the proposed contract.</p>
Proposed start date and duration of the new contract	The proposed start date is 1 <sup>st</sup> April 2021 for a maximum duration of 12 months.



<b>Title of Contract</b>	<b>ServiceNow Platform Modernisation</b>
Director \ Assistant Director	Peter Bishop, Director Digital and Customer Services
Briefly describe the service required	<p>ServiceNow is the IT Service Management (ITSM) toolset which has been used to deliver services to the Council since December 2014.</p> <p>Due to the of level of customisation, the recommendation is to re-platform with a new out-of-the-box version. This will then enable modern technology features to be implemented such as chatbots, virtual agents and enhance automation of routine business processes such as new employee set up, software installations, IT work requests and IT policy compliance monitoring/reporting.</p> <p>The Council requires external expert support to design and implement the 'out-of-the-box' version.</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, this service supports the delivery of the Council's IT, and by extension its services.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There is no existing contract for these services as this is a new requirement
What budget is the funding from for this service?	This is funded by the approved corporate funded capital bid.
What is the proposed procurement route?	The replacement service will be procured through the Crown Commercial Service – G-Cloud 11 framework agreement via a further competition exercise.
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 October 2020 for a duration of 12 months.

<b>Title of Contract</b>	<b>IT Professional Services – Insight Programme &amp; Front Door Process</b>
Director \ Assistant Director	Peter Bishop, Director Digital and Customer Services
Briefly describe the service required	<p>External support is required to assist the Council in delivering Phase 2 of the Insight Programme and to support the Front Door process review.</p> <p>The Insight Programme aims to achieve an information led, evidence based, organisation working with sound and reliable data. To deliver these objectives professional services are required for a number of specialist roles including but not limited to;</p> <ul style="list-style-type: none"> <li>• User Researchers</li> <li>• Data Scientists</li> <li>• Data Architects</li> <li>• Product Managers</li> <li>• Delivery Managers</li> </ul> <p>The services will review and provide recommendations to improve the IT Front Door process to enable a more efficient and effective IT service.</p> <p>This work will be delivered through several phases over the life of the programme.</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, this work will support improvements to Council decision making and provide efficiencies to deliver an improved service to citizens.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The current contract is with Methods Business and Digital Technology Ltd approved under Chief Officer delegated authority on 26 <sup>th</sup> May 2020 for a period of 12 months for which the value has been exhausted.
What budget is the funding from for this service?	This will be funded from the Allocated Technical Refresh and Investment programme (Insight) budget.
What is the proposed procurement route?	<p>The following procurement routes will be used as appropriate for each requirement:</p> <ul style="list-style-type: none"> <li>• A further competition exercise using the Crown Commercial Services Digital Outcomes and Specialists framework agreement</li> <li>• A further competition exercise using the Crown Commercial G-Cloud 11 framework agreement</li> </ul> <p>A procurement process advertised in OJEU, Contracts Finder or <a href="http://www.finditinbirmingham.com">www.finditinbirmingham.com</a></p>
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 October 2020 for a duration of 12 months, with a single option to extend for a further 12 months subject to satisfactory performance and budget availability.

<b>Title of Contract</b>	<b>HR Services for Schools</b>
Director \ Assistant Director	Peter Bishop, Director Digital and Customer Services
Briefly describe the service required	<p>A content-based solution to support the Council's HR portal for schools currently hosted by SAP combining both transactional forms and reports with policies, advice and guidance.</p> <p>It is necessary to procure a website which links seamlessly to the new Oracle ERP solution to enable HR Services to Schools to use the site to promote its services on the Internet and where appropriate, allow clients to purchase services directly through the site, improving transactional administration. The solution will utilise PayBridge technology to achieve transactional purchasing, allow the creation of client accounts and include the ability to generate forms which would be transmitted via workflow technology.</p> <p>Jadu Ltd will be required to be certified to the BBC4SR and produce an action plan with commitments proportionate to the value of this contract.</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, this service supports the delivery of the Council's HR service offering to schools.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new service that replaces the SAP-based HR portal as part of the ERP programme.
What budget is the funding from for this service?	The website will be funded from agreed surplus carry forward from the 2018/2019 financial year therefore is self-funded and at no cost to the city.
What is the proposed procurement route?	A direct award to Jadu Ltd using the Crown Commercial Services GCloud 11 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)?	
Proposed start date and duration of the new contract	The proposed start date is October 2020 for a period of 3 years.

<b>Title of Contract</b>	<b>Clean Air Zone IT Back Office Support and Maintenance</b>
Director \ Assistant Director	Philip Edwards Assistant Director, Inclusive Growth
Briefly describe the service required	<p>Following the Government Issued Air Quality Standard Regulation in 2010, the Department for Environment, Food and Rural Affairs (DEFRA) updated its Air Quality plans and identified Birmingham as a city with significant air quality problems. In response to this the Council has initiated a programme of works which will implement air quality improvements in and around the city centre of Birmingham.</p> <p>The IT solution for the Clean Air Zone (CAZ) is currently in development and will require ongoing support and maintenance covering;</p> <ul style="list-style-type: none"> <li>• Communications</li> <li>• Hosting</li> <li>• Service Support</li> <li>• Annual Inspection</li> <li>• Annual Ground Truthing</li> <li>• Reactive / Fault Support</li> <li>• Software Support</li> </ul> <p>These services are required to maintain the functionality of the Clean Air Zone for the lifespan of the programme.</p>
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	The Council has received a ministerial direction (20 <sup>th</sup> December 2017) to bring forward plans that reduce the levels of NO2 emissions to within legal limits within the shortest possible time. The CAZ is the most significant measure that will enable the Council to comply with this direction and project management services are required to support its delivery.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new service.
What budget is the funding from for this service?	This will be funded from the allocated CAZ budget.
What is the proposed procurement route?	To enter into single contractor negotiations with Siemens 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 IT and back office solution for the Clean Air Zone are being delivered by Siemens Ltd following a contract awarded via Capita ICTDS in April 2019. The design of the CAZ solution uses proprietary hardware and software which can only be supported and maintained by Siemens, and therefore cannot be competed to the marketplace. Negotiations will be held with Siemens following the approval of a separate SCN report to ensure value for money.</p> <p>Siemens Ltd will be required to be certified 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 1 <sup>st</sup> January 2021 for a duration of 3 years with two 12-month options to extend, subject to satisfactory performance and available funding.

<b>Title of Contract</b>	<b>Data Centre Hosting</b>
Director \ Assistant Director	Peter Bishop, Director Digital and Customer Services
Briefly describe the service required	<p>A data centre hosting service that provides the Council with space and power for its servers and rack space equipment.</p> <p>A replacement data centre tender was awarded on the 14<sup>th</sup> May 2020, and the Council entered into two new contracts with Ark and 6 Degrees.</p> <p>The implementation to the new data centres was planned to be completed prior to the current contract expiring in March 2021. However, this has been delayed due to the impact of COVID19 on the hardware supply chain, predominantly on networking hardware, that drive the critical path and have extended from an estimated 4 weeks to an estimated 13 weeks (and this is still subject to risk).</p> <p>A short-term contract to maintain the current data centre setup is required to allow continuity until the transition is completed.</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, this service supports the delivery of the Council's IT, and by extension its services.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The service is currently provided by Capita Birmingham Ltd as part of the data hosting element of the remaining services contract which expires 31 <sup>st</sup> March 2021.
What budget is the funding from for this service?	The funding for the Capita data centres will be taken from a combination of the BEP (APM) budget and the ERP budget.
What is the proposed procurement route?	To enter into single contractor negotiations with Capita Birmingham 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>Capita Birmingham Ltd is the only supplier that can continue to provide this service as the Council's servers and rack space equipment is physically located in the Capita data centres. The short-term agreement will seek to maintain the same pricing and terms as the current service.</p> <p>Capita Birmingham Ltd will be required to produce additional actions proportionate to the value of the proposed contract.</p>
Proposed start date and duration of the new contract	The proposed start date is 1 <sup>st</sup> April 2021 for a maximum duration of 1 year.

Title of Contract	<b>Provision of Legal Advice to Support the Development of the Future Waste Strategy</b>
Director \ Assistant Director	Darren Share, Assistant Director Street Scene
Briefly describe the service required	<p>There is a requirement for external legal advice to support the in-house legal team to support the development of the future waste strategy and the procurement for the management and disposal of waste. The legal advice is for the transitional recycling and resource management contract (Transitional Contract).</p> <p>The complexity of the service and regulatory requirements relating to waste disposal mean that the required specialised legal resource is not available internally. The Interim City Solicitor is in agreement for external legal advice to be engaged.</p> <p>Bevan Brittan LLP is currently providing legal advice to the waste programme and have done so since its inception in 2016. The Council's current contract with the provider expires in March 2024. However, the approved value is due to be exhausted shortly due to unforeseen delays with responding to stakeholder engagement and the additional complexities encountered with the innovative nature of the replacement contract, hence the requirement for further support.</p> <p>The services will be called off as and when required subject to satisfactory performance and budget availability and managed by the Assistant Director, Street Scene.</p> <p>Additional commitments proportionate to the value of this contract will be required to be added to Bevan Brittan LLP's certified BBC4SR Action Plan.</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, it supports the Council's statutory duty as a Waste Disposal authority to arrange for the disposal of certain specified categories of waste in its area in accordance with Section 51 Environmental Protection Act 1990.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The current contract was awarded to Bevan Brittan LLP and expires in March 2024.
What budget is the funding from for this service?	<p>The cost will be funded from the approved budget for Waste Services.</p> <p>There will be a further request for the funding of legal advice for the last years of the project from 2021/22 onwards in the 2021/22 budget once this has been reviewed and fully established.</p>
What is the proposed procurement route?	A direct award to Bevan Brittan LLP using the Crown Commercial Services Legal 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 September 2020 for a duration of 8 months.

<b>Title of Contract</b>	<b>Professional Services for the Commonwealth Games 2022 and Perry Barr Regeneration Scheme</b>
Director \ Assistant Director	Craig Cooper, Programme Director, Commonwealth Games 2022
Briefly describe the service required	<p>There is an ongoing requirement to continue the various contracts for professional and advisory services to support the Council's Programme Team for the Commonwealth Games 2022 (CWG) and Perry Barr Regeneration Scheme (PBRs) and to ensure the successful delivery of the associated capital projects that are integral to the overall improvements to the Perry Barr area.</p> <p>There are not the skills, experience or availability of staff within the Council to deliver the support therefore, there is a requirement for suitably qualified resources to be engaged externally. The services will be called off as and when required subject to satisfactory performance and budget availability.</p> <p>The details of the proposed contracts are detailed in the table below.</p> <p>Each company will be required to be certified to the BBC4SR with commitments proportionate to the value of each contract.</p>
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 this service. However, there is a requirement for specialist support to complement the Council's internal delivery team.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The current arrangements are detailed in the table below.
What budget is the funding from for this service?	The cost of the service will be met from the cash-limited and approved CWG and PBRs budgets as appropriate.
What is the proposed procurement route?	The procurement routes for the various contracts 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)?	Where single contractor negotiations are proposed, the details are in the table below.
Proposed start date and duration of the new contract	Various start dates

<b>Title</b>	<b>Description</b>	<b>Supplier</b>	<b>Procurement Route</b>	<b>Proposed start and duration</b>	<b>Funding Source</b>	<b>Justification for SCN</b>
Programme Management Services	Continuation of programme management services for the capital projects to support the CWG, the PBRs and the legacy.	Turner & Townsend Project Management Ltd	Direct award using the Crown Commercial Services (CCS) Project Management & Design Services Framework Agreement	September 2020 for up to 3 years	CWG / PBRs	n/a
Strategic Advisory Services	Continuation of the support for the strategic planning and co-ordinating of the Council's work to deliver the 2022 Commonwealth Games.	Prometheanx Ltd	To enter into single contractor negotiations and conclude the award of a contract with Prometheanx Ltd	September 2020 for up to 2 years	CWG	To ensure continuity, the only supplier available to deliver the service
Construction Project Management Services	Continuation of the project management services to co-ordinate the development of the PBRs	MRG Ltd	To enter into single contractor negotiations and conclude the award of a contract with MRG Ltd	September 2020 for up to 3 years	PBRs	To ensure continuity, the only supplier available to deliver the service
Operational Programme Management Support	Specialist strategic and operational support to the Programme Director, CWG on the overall programme management, governance structure and cross-directorate working for the CWG Team.	Ove Arup & Partners Ltd	Direct Award using the CCS Management Consultancy 2 Framework Agreement	A period not exceeding 9 months commencing October 2020	CWG	n/a
Operational Programme Management Support	Operational support to the Programme Director CWG on the overall programme management, governance structure and cross-directorate working for the CWG Team. In the event that this contract is awarded earlier than anticipated, the contract above will cease to be called off.	TBC	A further competition exercise using the CCS Management Consultancy 2 Framework Agreement	1 year 8 months commencing January 2021.	CWG	n/a
Technical Professional Services to support the PBRs	There is an ongoing requirement to continue the contract for technical professional services to support for the PBRs and regeneration programme. This is to facilitate the regeneration and highway improvements works in the immediate area surrounding the PBRs for the Commonwealth Games 2022.  The services required for the completion of works include;	WYG Engineering Ltd	A direct award will be carried out using the Eastern Shires Purchasing Organisation's Consultancy framework agreement.	The proposed start date is October 2020 for a duration of 18 months.	PBRs	n/a



	<ul style="list-style-type: none"> <li>• Demolition and Remediation Advice</li> <li>• Site Surveys</li> <li>• Contract administration and cost control.</li> </ul>					
Property and Valuation Advice for the PBRs	There is an ongoing requirement to continue the contract for professional services for the negotiation of terms for the acquisition of various commercial properties and land in Perry Barr and settlement of compensation claims under Compulsory Purchase Powers. This is to facilitate the Commonwealth Games, the regeneration of Perry Barr, and the delivery of significant housing growth.	Savills (UK) Ltd	A direct award using the Procurement Hub Professional Services Framework Agreement (sole supply).	The proposed start date is October 2020 until the completion of the negotiations.	PBRs	n/a
Other Professional Services	Other professional services as and when required to be approved and managed by the Programme Director, CWG 2022 within the cash-limited cost envelope. The award of any contracts will be reported in the PPAR Quarterly Award Schedule.	TBC	Either an open procurement process advertised in OJEU, Contracts Finder and <a href="http://www.finditinbirmingham.com">www.finditinbirmingham.com</a> or a suitable framework agreement	TBC	CWG / PBRs	TBC

<b>Title of Contract</b>	<b>Birmingham Children and Families Transformation Plan – Evaluation and Key Service Developments</b>
Director \ Assistant Director	Nigel Harvey-Whitten, Assistant Director Children's Services (Commissioning)
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. To support the Children and Families Transformation Plan, a number of services are required to be provided where the resource is not available internally. These services are:</p> <ul style="list-style-type: none"> <li>• <b>Impact evaluation:</b> to monitor the impact of the investment across the BCP.</li> <li>• <b>Ethnographic research:</b> to understand the lived experience of children and families in Birmingham to ensure services meet their needs.</li> <li>• <b>Community Autism Support Service:</b> to help families pre and post diagnosis</li> <li>• <b>School and Community Support for Mental Health and Wellbeing</b> – to expand the NHS' existing service for support for families with mental health and wellbeing issues.</li> <li>• <b>Mental Health and Wellbeing NewStart Schools Resilience Programme</b> – to expand the existing service to support primary schools.</li> <li>• <b>Mental Health and Wellbeing On-line Counselling</b> – a website to support young people (0-25)</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.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	These are all new requirements.
What budget is the funding from for this service?	The cost of the service will be met from the Children and Families Business Case. The Business Case is to be funded from the Council's Policy and Contingency Reserve and funding is in place for 2020/21, with a strong likelihood of funding continuing in 2021/22. However, beyond that the business case will be reviewed, so the structure of the contracts will need to reflect the uncertainty regarding future confirmation of funding. Contracts will only be awarded subject to the approval of the 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)?	Where single contractor negotiations are proposed, the details are in the table below.
Proposed start date and duration of the new contract	Various start dates

<b>Title</b>	<b>Description</b>	<b>Procurement Route</b>	<b>Proposed start and duration</b>	<b>Justification for SCN</b>
Impact Evaluation	To monitor the impact of the investment across the BCP.	To undertake a procurement exercise advertised on <a href="http://www.finditinbirmingham.com">www.finditinbirmingham.com</a> and Contracts Finder (as the value is below social care OJEU threshold)	April 2021 for 4 years	n/a
Ethnographic Research	To understand the lived experience of children and families in Birmingham to ensure services meet their needs.	To undertake a procurement exercise advertised on <a href="http://www.finditinbirmingham.com">www.finditinbirmingham.com</a> and Contracts Finder (as the value is below social care OJEU threshold)	October 2020 for 4 months	n/a
Community Autism Support Service	To help families pre and post diagnosis	To undertake a full procurement exercise advertised on OJEU, finditinbirmingham and Contracts Finder	April 2021 for 4 years	n/a
School and Community Support for Mental Health and Wellbeing	To expand the NHS' existing service for support for families with mental health and wellbeing issues.	To enter into single contractor negotiations and conclude the award of a contract with the Birmingham and Solihull Clinical Commissioning Group	April 2021 for 4 years	The only supplier available to deliver the service as an expansion of the current provision to other areas of the community
Mental Health and Wellbeing NewStart Schools Resilience Programme	To expand the existing service to support primary schools.	To enter into single contractor negotiations and conclude the award of a contract with the Birmingham Education Partnership	April 21 for 3 years	The only supplier available to deliver the service as an expansion of the current provision to secondary schools
Mental Health and Wellbeing On-line Counselling	A website to support young people (0-25)	To undertake a procurement exercise advertised on <a href="http://www.finditinbirmingham.com">www.finditinbirmingham.com</a> and Contracts Finder (as the value is below social care OJEU threshold)	April 21 for 3 years	n/a

## APPENDIX 4 - QUARTERLY CONTRACT AWARD SCHEDULE (APRIL 2020 – JUNE 2020)

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Finance and Resources	Finance Officer	Contact Name	Comments - including any request from Cabinet Members for more details	Contractor(s) Awarded to	Value of Contracts		Chief Officer	Actual Go Live date
											Value of Initial Period	Value of Potential Extension		
Delegated Award Report	Birmingham and Solihull Youth Promise Plus (extended delivery) - Specialist wrap around service for young people with mental health Support Needs	P0607	Provision of Birmingham and Solihull Youth Promise Plus: Specialist Wrap Around Service for Young People with Mental Health Support Needs.	19 months	Education & Skills	Education Skills & Culture	Paul Stevenson	Tara Verrell	Cabinet Members for Education, Skills and Culture; Economy and Skills and Finance and Resources jointly with the Director for Economy in 22/11/2019 and delegated the award to CO. Delegated Award Report signed <b>06/04/2020</b> .	Better Pathways	£204,408		Tim O'Neill / Alison Jarrett	13/04/2020
Delegated Award Report	Investment and Acquisition Advice in relation to	HE001	For the provision of Investment and Acquisition Advice in relation to delivery of the Property Investment Strategy. Designed to secure long term and sustainable income streams for the City Council and to increase its resilience over time in order to be less reliant on Central Government funding.	2 years plus 1 year option to extend	Inclusive Growth	Deputy Leader	Simon Ansell	Warren Bird	Presented to Cabinet for info 17/12/2019. Strategy / Award Report signed <b>07/04/2020</b> .	GVA Grimley	£500,000	£250,000	Ian MacLeod / Alison Jarrett	13/04/2020
Delegated Contract Award	Framework Agreement for Valuation Advice for the Right to Buy Scheme	P0627	Framework agreement is required to provide valuation advice for the value of housing properties to support the Right to Buy scheme to enable tenants of the Council to be able to buy their home.	4 years	Inclusive Growth	Homes and Neighbourhoods	Simon Ansell	Allyson Marke Wilson	Presented to Cabinet for info 25/06/2019. Approval to tender strategy report signed <b>25/10/2019</b> and delegated the award to CO. Delegated Award Report signed <b>17/04/2020</b> .	Sure Surveyors Limited	£950,000		Ian MacLeod / Alison Jarrett	27/04/2020
Delegated Contract Award	Weed Spraying Service for Birmingham Parks & Nurseries (BPN)	P0556	The application of herbicides to shrub beds and other non-crop surfaces on all Council land in accordance with the current programme of grounds maintenance (GM) work. Weeds are sprayed 6 times per year, 3 times between May and July and 3 times between August and October.	4 years	Finance and Governance	Deputy Leader	Parmjit Phipps	Andrea Webster	Presented to Cabinet for info 16/04/2019. Approval to tender strategy report signed xxx and delegated the award to CO. Delegated Award Report signed <b>17/04/2020</b> .	RBS Ground Maintenance Limited	£1,283,476		Rob James / Alison Jarrett	27/04/2020
Delegated Extension Award	Provision of Housing Cleaning	P0254	Provision of Cleaning Services for Temporary Accommodation and Communal Areas of Sheltered and Low-Rise Accommodation.	1 year	Neighbourhoods	Homes and Neighbourhoods	Parmjit Phipps	Brianne Thomas	Tender Strategy for the Provision of Cleaning Services for Temporary Accommodation and Communal Areas of Sheltered and Low Rise Accommodation (P0254) approved 14/07/2016 and delegated the award to CO. Delegated Award Report signed 01/02/2018 and delegated the extension to CO. Delegated Extension Award Report signed <b>17/04/2020</b> .	Hi-Spec Facilities Plc (South and East Quadrants) / Ideal Cleaning Services Ltd (North and West Quadrants)	£759,895		Rob James / Alison Jarrett	20/04/2020
Delegated Award Report	P0605B - Birmingham Municipal Housing Trust	P0605B	For the development and construction of housing at Longley Avenue.	1 year	Inclusive Growth	Homes and Neighbourhoods	Parmjit Phipps	Cathy Jesson / Marjitt Samra	Cabinet approved the Approval to Tender Strategy as part of the report Building Birmingham: Full Business Case - Delivering the Birmingham Municipal Housing Trust (BMHT) Housing Development Programme 2017-19 with SME house-builders on the 13/09/2017 and delegated the award to CO. Delegated Contract Award Report signed 05/05/2020	J Harper & Sons (Leomister) Limited	£761,715.00		Ian MacLeod / Alison Jarrett	06/05/2020
Delegated Award Report	Development of Housing at Gladstone Street, Nechells Ward		For the construction and development of 32 new homes (social rent) at Gladstone Street, Nechells Ward.	year, 6 months	Inclusive Growth	Homes and Neighbourhoods	Parmjit Phipps	Andrew Hood	Cabinet approved the Report: Driving Housing Growth and Supporting Young People into Employment Through the BMHT Development Programme, dated 15/11/2016 and delegated the award to CO. Delegated Contract Award Report signed <b>22/05/2020</b> .	Jessup Brothers Limited	£4,931,305		Ian MacLeod / Alison Jarrett	25/05/2020
Delegated Award Report	Development of Housing at Monmouth Road, Bartley Green		For the construction and development of 68 new homes (mixed tenure) at Monmouth Road, Bartley Green.	92 weeks	Inclusive Growth	Homes and Neighbourhoods	Parmjit Phipps	Mark English	Cabinet approved the Birmingham Municipal Housing Trust (BMHT) Delivery Plan 2019-2029 report on 14/05/2019 and delegated the award to CO. Delegated Contract Award Report signed <b>22/05/2020</b> .	Lovell Partnerships Limited	£9,924,834.00		Ian MacLeod / Alison Jarrett	25/05/2020
Strategy / Award	Roundabout and Boundary Sign Advertising	P0626	There is a requirement to deliver a service generating income from the sale of advertising on roundabouts and boundary signs.	4 years	Finance and Governance	Finance and Resources	Toyin Bamidele	Helen Burnett / Dean Billingham	Presented to Cabinet for info 17/03/2020. Strategy / Award Report signed <b>02/06/2020</b> .	Community Partners Ltd Limited (T/A CP Media)	£240,000		Alison Jarrett	01/07/2020
Delegated Extension Award	Cashless Parking Payment Service	P170	Provision of a Cashless Parking Payment System.	2 years	Inclusive Growth	Transport and Environment	Simon Ansell	Stacey Ryans	Cabinet approved the Cashless Parking Payment System (P170) Report on 07/07/2017 and delegated the extension to CO. Delegated Extension Award Report signed <b>02/06/2020</b> .	Park Now Limited	Nil cost to the Council		Ian MacLeod / Alison Jarrett	01/08/2020
Strategy / Award	Supply of Multi Function Devices and Print Management Software Services	P0466	The replacement of MFDs and Print Management Software (follow me print allowing users to release a print job from any enabled machine in any Council building) for the central administrative buildings, the public printing solution in Library of Birmingham and stand-alone MFDs at other sites where print management software is not required.	5 years	Finance and Governance	Finance and Resources	Toyin Bamidele	Adele Rawlins	Presented to Cabinet for info 09/10/2018. Strategy / Award Report signed <b>17/06/2020</b> .	Ricoh UK Limited	£2,475,000		Alison Jarrett	01/07/2020
Strategy / Award	ServiceNow – License Renewal	P0668	ServiceNow offers a portfolio of robust cloud-based applications that automate and manage enterprise services providing a complete IT service management solution.	2 years with the option to extend for a further 12 months on 2 occasions	Finance and Governance	Finance and Resources	Lee Bickerton	David Waddington	Presented to Cabinet for info 23/06/2020. Strategy / Award Report signed <b>26/06/2020</b> .	Flyform Limited	£998,599	£1,026,531	Peter Bishop / Alison Jarrett	01/07/2020



## 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> 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> 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> 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> 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>5 November 2020</b> Deadline for reports: 27 October	Financial Monitoring 2020/21 – Month 6	Rebecca Hellard, Interim Chief Finance Officer
<b>10 December 2020</b> Deadline for reports: 1 December	Financial Monitoring 2020/21 – Month 7	Rebecca Hellard, Interim Chief Finance Officer
<b>14 January 2021</b> Deadline for reports: 5 January	Financial Monitoring 2020/21 – Month 8	Rebecca Hellard, Interim Chief Finance Officer
<b>11 February 2021</b> Deadline for reports: 2 February	Financial Monitoring 2020/21 – Month 9	Rebecca Hellard, Interim Chief Finance Officer
<b>11 March 2021</b> Deadline for reports: 2 March	Financial Monitoring 2020/21 – Month 10	Rebecca Hellard, Interim Chief Finance Officer
<b>8 April 2021</b> Deadline for reports: 30 March		

## 2 Items to be programmed

- 2.1 Planned Procurement Activity Report to be a standing item on all meeting agendas

## 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
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	13 Oct 20
007223/2020	Cityserve – Review	24 Nov 20
007538/2020	Disposal of Surplus Properties	15 Dec 20

