

BIRMINGHAM CITY COUNCIL

RESOURCES OVERVIEW AND SCRUTINY COMMITTEE

THURSDAY, 17 NOVEMBER 2022 AT 14:00 HOURS
IN COMMITTEE ROOM 6, COUNCIL HOUSE, VICTORIA SQUARE,
BIRMINGHAM, B1 1BB

A G E N D A

1 NOTICE OF RECORDING/WEBCAST

The Chair to advise/meeting to note that this meeting will be webcast for live or subsequent broadcast via the Council's meeting You Tube site (www.youtube.com/channel/UCT2kT7ZRPFCXq6_5dnVnYlw) 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 they must declare all relevant pecuniary and other registerable interests arising from any business to be discussed at this meeting.

If a disclosable pecuniary interest is declared a Member must not participate in any discussion or vote on the matter and must not remain in the room unless they have been granted a dispensation.

If other registerable interests are declared a Member may speak on the matter only if members of the public are allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless they have been granted a dispensation.

If it is a 'sensitive interest', Members do not have to disclose the nature of the interest, just that they have an interest.

Information on the Local Government Association's Model Councillor Code of Conduct is set out via <http://bit.ly/3WtGQnN>. This includes, at Appendix 1, an interests flowchart

which provides a simple guide to declaring interests at meetings.

- 5 - 16**
- 4 **ACTION NOTES AND ACTION TRACKER**
- To agree the action notes of the meeting held on 6 October 2022 and note the action tracker.
- 17 - 24**
- 5 **PROGRESS REPORT ON IMPLEMENTATION: COUNCIL-OWNED ASSETS**
- Councillor Ian Ward, Leader, and Kathryn James, Assistant Director of Investment and Valuation, in attendance.
- 25 - 28**
- 6 **CABINET MEMBER FOR SOCIAL JUSTICE, COMMUNITY SAFETY AND EQUALITIES PRIORITIES**
- Councillor John Cotton, Cabinet Member for Social Justice, Community Safety and Equalities, in attendance to present his priorities for 2022-23 as they relate to the remit of this Committee.
- 29 - 68**
- 7 **FINANCIAL MONITORING 2022/23 - QUARTER 2**
- To consider the Quarter 2 Financial Monitoring Report (considered at Cabinet on 8th November).
- 69 - 78**
- 8 **QUARTERLY ASSURANCE UPDATE - PROCUREMENT AND CONTRACT GOVERNANCE RULES**
- To consider the Quarterly Assurance Update (considered at Cabinet on 8th November).
- 79 - 108**
- 9 **PLANNED PROCUREMENT ACTIVITIES**
- To consider the reports (considered at Cabinet on 8th November) on planned procurement activity.
- 109 - 124**
- 10 **WORK PROGRAMME**
- To agree the work programme.
- 11 **DATE OF THE NEXT MEETING**
- To note that the next meeting is scheduled for Thursday 22 December 2022 at 1400 hours.
- 12 **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).

13 **OTHER URGENT BUSINESS**

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

14 **AUTHORITY TO CHAIR AND OFFICERS**

Chair to move:-

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

15 **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

16 **PLANNED PROCUREMENT ACTIVITIES EXEMPT APPENDIX 3**

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

BIRMINGHAM CITY COUNCIL

RESOURCES O&S COMMITTEE – PUBLIC MEETING

**1400 hours on Thursday 6 October 2022, Committee Room 6, Council House,
Victoria Square, B1 1BB**

Action Notes**Present:**

Councillor Hendrina Quinnen (Chair)

Councillors: Rashad Mahmood, Paul Tilsley and Ken Wood

Also Present:

Councillor Yvonne Mosquito, Cabinet Member, Finance and Resources

Peter Bishop, Director, Digital and Customer Services

James Couper, ERP Programme Director (on-line)

Claire Lewis, Assistant Manager, Policy and Governance (on-line)

Richard Peirce, Finance Manager, Financial Strategy (on-line)

Mohammed Sajid, Interim Head of Financial Strategy (Capital and Treasury)

Steve Sandercock, Assistant Director, Procurement (on-line)

Lisa Taylor, Interim Assistant Director, Financial Performance and Insight (on-line)

Fiona Bottrill, Senior Overview and Scrutiny Manager

Jayne Bowles, Scrutiny Officer

In the absence of the Chair and Deputy Chair, Councillor Mahmood nominated Councillor Quinnen to chair the meeting. This was seconded by Councillor Wood and agreed.

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2. APOLOGIES

Apologies were received from Councillors Akhlaq Ahmed, Bushra Bi and Meirion Jenkins.

3. DECLARATIONS OF INTERESTS

None.

4. ACTION NOTES AND ACTION TRACKER

(See documents 1 and 2)

RESOLVED:-

The action notes of the meeting held on 8 September 2022 were agreed and the action tracker was noted.

5. FINANCIAL MONITORING 2022/23 – MONTH 5

(See document 3)

Councillor Yvonne Mosquito, Cabinet Member for Finance and Resources, and Mohammed Sajid, Interim Head of Financial Strategy (Capital and Treasury) were in attendance for this item. Lisa Taylor, Interim Assistant Director, Financial Performance and Insight, and Richard Peirce, Finance Manager, Financial Strategy, were in attendance on-line.

Lisa Taylor gave a presentation and the following key points were highlighted:

- Due to the current economic crisis, there has been a change in the approach to financial monitoring and monthly reports will be now be presented to Cabinet as well as to O&S;
- The Month 5 report will be presented to Cabinet next week, however in future Cabinet will be first and this committee will follow;
- The aim is still to deliver a balanced revenue budget at year end but there is a need to mitigate some risks as we are still in a difficult time with rising inflation and economic shock and the cost of living crisis has been declared as an emergency for the Council;
- We have strong reserves and balances which can be drawn upon if needed;
- We do have a level of borrowing for the capital programme but it is being reduced;
- There is a continued focus on value for money and transformation and there is a rolling budget process, with the Medium Term Financial Plan being reviewed regularly to identify risks and put mitigations in;
- An update on the Medium Term Financial Plan will be presented to Cabinet next week;
- When the budget was set in February, there was a gap and they are continuing to work on closing that;
- The Government has decided not to have a spending review and so that could put pressure on the Council;
- The report presented to committee is a high level report which includes risks and mitigating factors;

- There is a big capital programme and if there are risks to delivery due to changes, delays in materials, etc the funding will not be lost but can slip from one year to another;
- There is interest rate volatility and they are continuing to watch that;
- Where there is funding from grants they will only spend to that level;
- With regard to changes since Month 4, Cabinet is being asked to agree funding for the cost of living crisis from the resilience reserve;
- They are keeping a close eye on gas and electric;
- In terms of borrowing, there is little change from Month 4 but no other risks;
- There has been a fall in treasury investments, but they are still above the planned level of £40m;
- There has been a slight change in collection fund figures and they are forecasting a deficit for the year which will carry forward to next year;
- They are keeping a close eye on income collection as the cost of living impacts on citizens;
- As a Council, there are still a number of risks including:
 - Children and Families – SENAR, Home to School transport and placement costs;
 - Adult Social Care – demand, rising inflation costs and potentially shortfalls in client contributions;
 - City Operations – parking income has not returned to pre-Covid levels, likewise with leisure, and there are pressures around electricity and fuel;
- With regard to the pay award, 2.5% has been budgeted for and the offer on the table is £1,925 per employee which equates to around £14m pressure to be funded from the resilience fund;
- In terms of mitigation, spending control panels were already in place last year and there is now increased rigour with an extra layer of governance being added by way of an over-arching panel to make sure they are delivering;
- They are continuing to monitor reserves and are speeding up the transformation programme;
- They are also trying to learn from others through benchmarking to see where better, more cost effective services are being provided;

Councillor Yvonne Mosquito added that a lot of work is taking place to make sure a balanced budget is delivered and she has written to Cabinet Members to ask them to work closely with directorates to ensure budgets are being managed.

During the discussion and in response to Members' questions the following were among the main points raised:

- SENAR and Home to School Transport – in response to concerns raised about these services being under-funded, members were told that there has been a financial review and this will be built into the budget for next year to ensure the right budget is set;
- Pay Award – the offer currently on the table of close on £2,000 for all staff will be an enormous pressure for the Council. Once the pay award is agreed, the figures in the report will be finalised and any drawdown needed to fund it and to make sure the budget for future years covers off those costs;
- LOBO (Lender Option Borrower Option) loans – these are loans where at the start of the contract there is a fixed interest rate but the lender has the

option to increase the interest rate at which point the Council has the option to repay and move on. Our outstanding LOBOs are currently at £71.1m and there are talks taking place at the moment with one provider about a potential exit;

- Collection rates – there was a view that the rate of non-collection could be higher than the 1.35% budgeted for, taking into account the current issues around energy and mortgage costs and the Council will be working with residents to support them, hence the cost of living crisis fund;
- Savings – there is ongoing conversation with departments in relation to savings not yet distributed so they are fully aware of what is coming and work is underway to allocate out to departments very soon;
- Best in Class – what this actually means was queried and members were told that this is about trying to make sure we deliver efficient and effective services that provide value for money and benchmarking is used to compare with others. It was agreed the definition of Best in Class would be shared with members;
- Cost of living crisis – reference was made to a discussion at Co-ordinating O&S Committee on 23rd September following a presentation on the response to the cost of living crisis. One outcome of this discussion was a recommendation that Resources O&S Committee focus on the implications of the cost of living crisis for the Council. Members were therefore asked whether there was anything highlighted in this report that they would want to request further information on and this will be picked up under the work programme item.

RESOLVED:-

- The definition of ‘Best in Class’ to be shared with committee members;
- The report was noted.

6. UPDATE ON IMPLEMENTATION OF ORACLE

(See document 4)

Peter Bishop, Director, Digital and Customer Services, was in attendance for this item and James Couper, ERP Programme Director, was in attendance online.

Peter Bishop submitted an apology on behalf of Becky Hellard who couldn't be at the meeting as she was currently focussing on the budget.

He then went on to highlight the following key points:

- This is about changing all processes for Finance, HR and Payroll, and unwinding a very complex system which has been heavily invested in over the last 15 years;
- There have been a lot of issues, some of which were planned for but others were not and whilst they are getting these under control there is still more to do.

James Couper went through the presentation and the following were among the main points highlighted:

- This is an update on what has been done since Oracle went live in April, focussing on some of the risks and issues that continue and items to address with timelines;
- Going live all in one go was a risk and the risks and how they were being managed have been previously highlighted in this committee;
- There has been a dip in some areas after go live, which is normal for a project of this scale and size;
- When approaching go live there is a need to stop doing certain things to move across to the new system which creates a backlog but this is being tracked;
- People are being consistently paid, however there are some issues with schools payments;
- They are working with schools, for example on self-service and submitting payment requests;
- With regard to budget management, there were some delays in putting through detailed capital and revenue budgets and they are now making sure these are coded correctly;
- Financial reporting is also being worked on as a priority;
- Current risks and issues include how allocation of income is processed and how debt is chased on the back of that. This is one part of the solution which is most tailored to Birmingham and the issues should have been resolved by the end of this month;
- A number of issues at the moment are in the space where the solution has been adapted for Birmingham because of the unique nature of business;
- The volume of change requests continues to be fairly high and they are being much more prescriptive around change requests;
- They know where the issues are in terms of the Oracle platform and now have a plan in place for how resources will be applied to fix these;
- They are looking at the end of October for substantive issues with accounts receivable to be resolved;
- Work continues with Procurement to look at how they work with suppliers.
- The work of the programme over and above existing support continues and more will be done on user adoption and comms;
- As a programme, they know they have particular issues left to fix, but they know what these are and have the resources to fix them.

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

- The value of the 7,000 invoices awaiting checking and payments to suppliers was queried and it was agreed this information would be provided to members;
- An issue was raised regarding late housing benefit payments and members were told that there had been some issues with details provided being out of date. There is a way of making one-time payments very quickly and if councillors are approached by residents or businesses in hardship then they should contact Peter Bishop or Becky Hellard to let them know.

RESOLVED:-

- The value of the 7,000 invoices to be shared with committee members;

- The report was noted.

7. PROGRESS REPORT ON IMPLEMENTATION: PROCUREMENT GOVERNANCE ARRANGEMENTS

(See document 5)

Councillor Yvonne Mosquito, Cabinet Member for Finance and Resources, was in attendance for this item. Steve Sandercock, Assistant Director, Procurement, and Claire Lewis, Assistant Manager, Policy and Governance, were in attendance online.

The Chair invited the Cabinet Member to introduce this item and Cllr Mosquito told members that a lot of work had been done by the predecessor of the current Chair and officers had worked hard on this. She went on to say that procurement had long been an issue for the Council and when she came into post one of the first things she discussed with the Assistant Director was how local suppliers are included. This is a report around processes and progress made to date.

Steve Sandercock presented the report and the following were among the main points highlighted:

- As a point of reflection for members who were on the Task & Finish Group, it was around this time last year that the first session was held, with four sessions in total between October and March, culminating in a report with 22 recommendations in March this year;
- The outcome was that the 22 recommendations were fed into the updated procurement and contract governance rules adopted by full Council on 12th July with some further minor amendments in line with the recommendations of the report that made minor adjustments to the rules themselves and formalised new procedural aspects around waivers to rules;
- Although we strive for assurance that rules are followed in all cases, there will be occasions where that won't occur and under the old rules there was no guidance or procedure for how breaches should be reported;
- The work that has gone into the new rules is about transparency and there will be a quarterly report – the first one in November – which will include the number of waivers, breaches and negotiated procedures and that level of information which members will not have seen previously;
- The new rules have been promoted back into the business with key managers and a range of training has been developed which will be rolled out for managers;
- Member training around the new rules and roles within the procurement process is also being looked at;

Claire Lewis added that the training is being rolled out at the moment and will be completed by the end of November. They have gone out across directorates to ensure they have captured all key stakeholders for invitations to workshops and those invitations will be sent out shortly. This training will also be followed by an e-learning programme set up as mandatory learning for all new staff as well.

In response to Members' questions, the following were among the main points raised:

- As one of the members on the Task & Finish Group, Cllr Tilsley stated that whilst it was accepted that the recommendations are being implemented, it was important to ensure that this committee is advised of any breaches to the procurement rules. It was therefore requested that the quarterly reports on breaches be brought to this committee;
- It was confirmed that the data will be reported to Cabinet and can also be brought to O&S.

RESOLVED:

- The report was agreed subject to the quarterly report on breaches being brought to committee;
- The report was noted.

8. PLANNED PROCUREMENT ACTIVITIES REPORT

(See document 6)

Steve Sandercock, Interim AD, Procurement was in attendance on-line for this item.

The following key points were highlighted:

- To give the context, part of the outcome from the new procurement governance process is that two reports are now presented to Cabinet – one for key decisions where spend is over £500,000 or impacts two or more wards and the other for non-key decisions below those levels but over £177,000;
- There are only two items on this month's report and no key decisions.

There were no questions from Members.

RESOLVED:-

The report was noted.

9. WORK PROGRAMME

(See document 7)

The work programme was discussed as follows:

- The agenda for the November meeting will include tracking of the Council-owned assets inquiry undertaken by the Economy and Skills O&S Committee and members of that committee will be invited to attend;
- Members were asked if there was anything they wished to raise in relation to the cost of living recommendation from Co-ordinating O&S Committee and the following point was made:
 - At this stage members have no idea how the £5m crisis fund will be spent and it is hoped the Council will be supporting voluntary sector organisations to help hard to reach families;
 - Cllr Mosquito told members a strategy group was being set up which will include representatives from the voluntary sector;

- Scrutiny Officers will discuss with the Chair anything to bring back to committee once the report has gone to Cabinet.
- Another recommendation from Co-ordinating O&S Committee was that the Equality and Inclusion Dashboard should be considered by this committee once it has been published (in February 2023). Members agreed and this will be added to the work programme;
- Reference was made to the information which had been shared with members on cross-working between committees and as previously mentioned members of the Economy and Skills O&S Committee will be invited to the November Resources O&S meeting.

RESOLVED:-

The work programme was noted.

10. DATE OF THE NEXT MEETING

Noted.

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

None.

12. OTHER URGENT BUSINESS

None.

13. AUTHORITY TO CHAIR AND OFFICERS

RESOLVED:

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

14. EXCLUSION OF THE PUBLIC

N/A

PRIVATE AGENDA

15. PLANNED PROCUREMENT ACTIVITIES EXEMPT APPENDIX 3

N/A

The meeting ended at 1523 hours.

RESOURCES O&S COMMITTEE
ACTION TRACKER 2022/23

Date	Agenda Item	Action	Notes
06-Oct-22	Financial Monitoring 2022/23 – Month 5	Best in Class Principles to be circulated.	Emailed to Members on 11 th October.
	Update on Implementation of Oracle	The value of the 7,000 invoices awaiting checking and payments to suppliers to be provided.	Emailed to Members on 24 th October.
	Progress Report on Implementation: Procurement Governance Arrangements	Quarterly reports to Cabinet on Breaches, Waivers and number of negotiated procedures to be brought to Resources O&S Committee.	First quarterly report included on the work programme for the November meeting, with the next report scheduled for February.
28-Jul-22	Provisional Financial Outturn Report 2021/22	Director of Finance to look into the provision of Treasury Management training for all Members.	
	Financial Monitoring 2022/23 – Quarter 1	Director of Finance to provide: <ul style="list-style-type: none"> • Further information on the length of electricity and fuel contracts. • A table that can be shared with Scrutiny Chairs to explore if there is a correlation with underspending, overspending and performance. 	Emailed to Members on 27 th September. Emailed to Members on 27 th September.
	Work Programme	Report on Implementation of Oracle to be included on the agenda for September.	This item was deferred and is now scheduled for October.
08-Sep-22	Cabinet Member for Finance and Resources – Portfolio Priorities	<ul style="list-style-type: none"> • Interim AD, Procurement to provide clarification in relation to promoting businesses contracted by the Council that are matching pay parity with local government. • S106 and CIL – it was suggested that an officer from Planning attends a future meeting to explain the policy and procedure. 	Emailed to Members on 7 th November To be discussed with officers.

**RESOURCES O&S COMMITTEE
ACTION TRACKER 2022/23**

Date	Agenda Item	Action	Notes
	Financial Monitoring 2022/23 – Month 4	Interim AD, Procurement to provide Members with information on the length of electricity and fuel contracts as previously agreed (outstanding action from the July meeting – see above).	Emailed to Members on 27 th September.
	Long Term Debt Strategy	The Cabinet Reports in respect of 9 Colmore Row and Sutton Coldfield Retail to be shared with Members.	Emailed to Members on 27 th September.

Birmingham City Council

Resources Overview and Scrutiny Committee



Date 17th November 2022

Subject: Progress Report on Implementation: Council-owned Assets

Report of: Councillor Ian Ward, Leader

Report author: Kathryn James Assistant Director of Investment and Valuation/ Rebecca Grant, Cabinet Support Officer

1 Purpose

- 1.1 To update the Resources Overview and Scrutiny Committee on progress made with regard to the outstanding recommendations.

2 Recommendations

- 2.1 That the Resources Overview and Scrutiny Committee accept the Leader's assessment of progress made.

3 Any Finance Implications

- 3.1 None

4 Any Legal Implications

- 4.1 None

5 Any Equalities Implications

- 5.1 None

6 Appendices

- 6.1 Tracking report – Council- owned Assets

Report of:	Leader of the Council
To:	Resources Overview and Scrutiny Committee
Date:	17th November 2022

Progress Report on Implementation: Council-owned Assets

Review Information

Date approved at City Council:	15 th March 2022
Member who led the original review:	Cllr Lou Robson / Cllr Saima Suleman
Lead Officer for the review:	Ceri Saunders
Date progress last tracked:	N/A

1. In approving this Review the City Council asked me, as the appropriate Cabinet Lead, to report on progress towards these recommendations to the relevant Overview and Scrutiny Committee.
2. Details of progress with the remaining recommendations are shown in Appendix 2.
3. Members are therefore asked to consider progress against the recommendations and give their view as to how progress is categorized for each.

Appendices

1	Scrutiny Office guidance on the tracking process
2	Recommendations you are tracking today
3	Recommendations tracked previously and concluded

For more information about this report, please contact

Contact Officer: Rebecca Grant Title: Cabinet Support Officer Rebecca.grant@birmingham.gov.uk

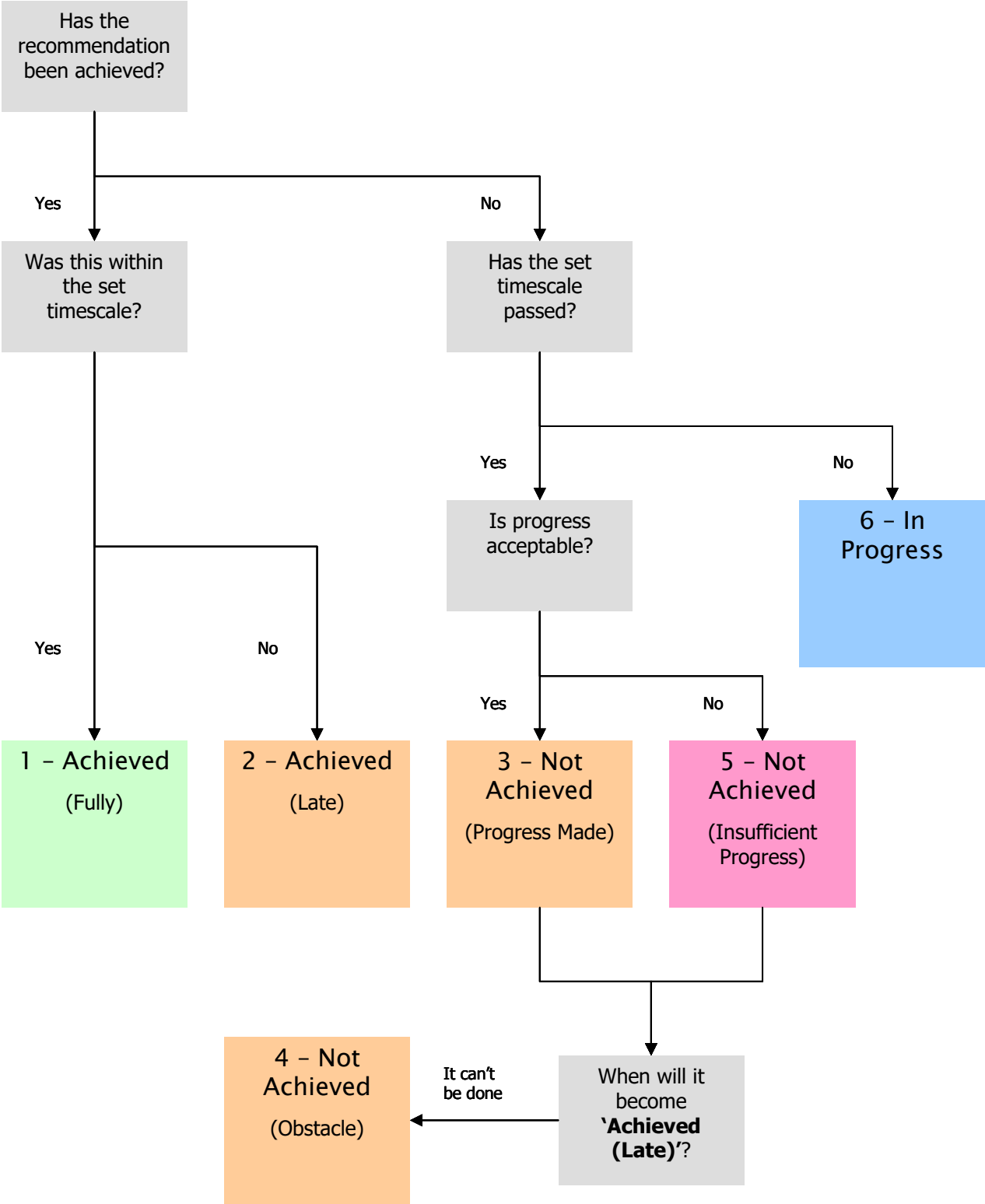
Appendix 1: The Tracking Process

In making its assessment, the Committee may wish to consider:

- What progress/ key actions have been made against each recommendation?
- Are these actions pertinent to the measures required in the recommendation?
- Have the actions been undertaken within the time scale allocated?
- Are there any matters in the recommendation where progress is outstanding?
- Is the Committee satisfied that sufficient progress has been made and that the recommendation has been achieved?

Category	Criteria
1: Achieved (Fully)	The evidence provided shows that the recommendation has been fully implemented within the timescale specified.
2: Achieved (Late)	The evidence provided shows that the recommendation has been fully implemented but not within the timescale specified.
3: Not Achieved (Progress Made)	The evidence provided shows that the recommendation has not been fully achieved, but there has been significant progress made towards full achievement. An anticipated date by which the recommendation is expected to become achieved must be advised.
4: Not Achieved (Obstacle)	The evidence provided shows that the recommendation has not been fully achieved, but all possible action has been taken. Outstanding actions are prevented by obstacles beyond the control of the Council (such as passage of enabling legislation).
5: Not Achieved (Insufficient Progress)	The evidence provided shows that the recommendation has not been fully achieved and there has been insufficient progress made towards full achievement. An anticipated date by which the recommendation is expected to become achieved must be advised.
6: In Progress	It is not appropriate to monitor achievement of the recommendation at this time because the timescale specified has not yet expired.

The Tracking Process



Appendix ②: Progress with Recommendations

No.	Recommendation	Responsibility	Original Date for Completion	Cabinet Member's Assessment
R01	As part of a health check on the Property Strategy, the Leader is asked to review the progress made on the analysis and development of the community portfolio.	Leader of the Council	September 2022	3
Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')				
<p>From an initial assessment the Community Portfolio has been determined to currently comprise of 101 assets. There is an ongoing review of cases as-and-when they arise, together with consideration being given to entire classifications e.g. sporting organisations. At present there is activity on 29 premises, predominately to either renew existing Community Asset Transfer (CAT) leases, convert existing sub-market / grant-for-rent arrangements into modern CAT leases or to assign the lease to a new occupier. This activity is primarily driven by either forthcoming lease expiries or direct approaches from organisations where a new lease term will provide organisational certainty, business planning stability or support capital bids from funding partners to invest in the facilities.</p> <p>The proposed new date for completion is April 2023</p>				
No.	Recommendation	Responsibility	Original Date for Completion	Cabinet Member's Assessment
R02	Recognising the key role many community organisations played in response to the Covid-19 crisis, and the impact the pandemic had on so many local centres and high streets, the Leader is asked to ensure that the Chief Executive and Director of Strategy, Equalities and Partnerships develop a clear strategic framework for community wealth building and inclusive growth, based on the Levelling Up strategy.	Leader of the Council	September 2022	3
Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')				
<p>The Levelling Up Strategy we published in November 2021 recognised the importance of local and community wealth building in our overall approach to inclusive growth:</p> <p>"Our inclusive growth approach with community wealth building at its heart seeks to ensure that the strengths of a growing economy reach every corner of the city, that wealth is retained within communities and assets are utilised and created to drive local value creation."</p> <p>Activity to support this is already taking place, including in procurement and social value, the anchor network and the Business Charter for Social Responsibility and through BCC development programme and also through that of the Commonwealth Games. The latter was cited as an exemplar in the government's Levelling Up White Paper.</p> <p>As we take forward the implementation of BCC's Levelling Up Strategy we are</p>				

- (a) collating the activity that might be “under the radar” in relation to inclusive growth and community wealth building
- (b) assessing what additional or recalibration of activity and programmes can be undertaken to advance it
- (c) seeking to mainstream activity and co-ordinate across BCC and through its partnerships.

This will support a more coherent overarching programme for local and community wealth building and inclusive growth within our levelling up agenda and within BCC’s corporate delivery programme - accelerating inclusive growth is for example one of the priorities within the BCC’s Corporate Plan.

The overall inclusive growth approach is now being developed, under the oversight of the new officer Levelling Up Strategic Board. This work is also linked to the plans to address the cost of living that have been developed, given the connections to inclusive growth. We have also had to assess the changes of focus and priorities of the government’s levelling up programme and any implications that this might have.

The proposed date for completion of this recommendation is April 2023.

No.	Recommendation	Responsibility	Original Date for Completion	Cabinet Member’s Assessment
R03	<p>a) The Leader is asked to explore and implement transparent, open and consultative ways in which communities and ward councillors can be better involved in decisions around assets in the community portfolio.</p> <p>b) The Executive is also asked to think about how it can actively support communities to have a say in the future of their neighbourhood and report back to Committee in September 2022.</p>	<p>Leader of the Council</p> <p>Cabinet Member for Homes and Neighbourhoods</p> <p>(Under portfolio changes now the responsibility of the Leader)</p>	<p>September 2022</p>	<p>1</p> <p>Reporting into Housing and Neighbourhoods O&S.</p>

Evidence of Progress (and Anticipated Completion Date if ‘Not Achieved’)

The vast majority of existing assets within the Community Portfolio are documented by leases where the occupiers have statutory protection under the Landlord & Tenant Act 1954. However, to ensure that members are sighted on activity and that community groups are embedded into local planning, ward councillors will be engaged to advise on future intentions and the conversion of existing arrangements into Community Asset Transfer scenarios.

b) The Leader is reporting into the Housing and Neighbourhoods O&S Committee on Localisation and attended on 12th October 2022. This recommendation is now covered under the remit of that Committee.

No.	Recommendation	Responsibility	Original Date for Completion	Cabinet Member’s Assessment
R04	The Leader to ensure Birmingham Property Services (BPS) improve the channels of communication and engagement with existing tenants and prospective buyers, by creating a portal on their website with access to	Leader of the Council	June 2022	3

	information and deadlines, signposting to "how to" guides and help with navigating the process from start to finish.			
Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')				
<p>The new Property Services website is due to go live in December 23. Documents previously available on Property Services original website have been updated and will appear on the new website. New 'how to guides' post launch will require some 'development' work from the website company but anticipated to be complete by April 2023</p> <p>It is proposed that the date for completion is April 2023.</p>				
No.	Recommendation	Responsibility	Original Date for Completion	Cabinet Member's Assessment
R05	The Leader to ask BPS to streamline the process for bidding and improve communications with those involved in the bidding process, providing clear timelines for response and full disclosure of appropriate information required by tenants and buyers to submit a bid, and provide feedback on unsuccessful bids.	Leader of the Council	June 2022	2
Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')				
<p>Property Services undertake continual review of disposal processes to ensure expedience whilst remaining compliant with existing Schemes of Delegation governing transaction reporting and audit requirements. To ensure bidders are informed it will be the intention moving forward to include an indicative timetable as part of the tender pack produced to support any sale process. This timetable will provide guidance on dates for submission of bids, evaluation period, cabinet decision, notification of decision to bidders and anticipated dates for exchange of contracts and sale completion. The new web site provides a platform for enhanced accessibility and transparency in relation to information share for all. In respect of feedback to bidders, this will be offered and provided on request post decision date in line with existing practice.</p>				
No.	Recommendation	Responsibility	Original Date for Completion	Cabinet Member's Assessment
R06	That an assessment of progress against the recommendations in this report be presented to the appropriate Overview & Scrutiny Committee by no later than 30 September 2022.	Leader of the Council	September 2022	2
Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')				
Presented in November 2022				

Appendix ③: Concluded Recommendations

These recommendations have been tracked previously and concluded. They are presented here for information only.

concluded

No.	Recommendation	Responsibility	Date Concluded by Overview and Scrutiny Committee	Tracking Assessment

Birmingham City Council

Resources Overview and Scrutiny Committee

Date 17 November 2022



Subject: Cabinet Member for Social Justice, Community Safety & Equalities Priorities

Report of: Cllr John Cotton, Cabinet Member for Social Justice, Community Safety & Equalities

Report author: Marcia Wynter, Cabinet Support Officer

1 Purpose

- 1.1 To update the Committee on the Cabinet Member for Social Justice, Community Safety & Equalities priorities

2 Recommendations

- 2.1 Members note the report and agree any comments/recommendations.

3 Any Finance Implications

- 3.1 None

4 Any Legal Implications

- 4.1 None

5 Any Equalities Implications

- 5.1 None

6 Appendices

- 6.1 Appendix 1 – Cabinet Member for Social Justice, Community Safety & Equalities Priorities

Appendix – Cabinet Member Priorities - People Services Deliverables over the next 12 months

Workstream	What will be delivered over the next 12 months?
Workforce Transition	<ul style="list-style-type: none"> • JNC, including Grades 6 and 7, resourcing review complete and changes implemented e.g. Member training / search partner quality / enhanced candidate pools and experience. • Grades 1 to 5 recruitment review complete, and changes implemented – creating a best in class candidate experience. • 100% of Directorates to have an active People Plan in place – to include workforce planning, skills analysis, review of demographics and resourcing requirements. • Tools to support those staff who wish to leave to do so with support – Mutually Agreed Severance Scheme - in place and actively taken up. • BCC wide Organisational Change Framework being used to support all council change fairly and consistently. • BCC Organisation Health Dashboard produced and used to inform key decisions. • Talent and early careers pathways in place e.g. apprenticeships, interims, placements, talent management approach for all grades implemented. • Revised and refreshed individual performance review process in place. • By end March 2024 workforce savings achieved (£4m target).
Workforce EBEB	<ul style="list-style-type: none"> • The EBEB Workforce (Objective 5) Action Plan to be fully delivered. This includes: <ul style="list-style-type: none"> ○ Senior Leader Recruitment D&I Dashboard produced quarterly ○ BCC Diversity and Inclusion Dashboard produced and available publicly on the BCC Intranet / website ○ Pay Gap Reports produced – Ethnicity, Gender, LGBT+ (if >85% data recorded) ○ HR Review complete and recommendations incorporated into the People Services Delivery Plan ○ Inclusive Leadership actions in place e.g., departmental objectives / reverse mentoring programme ○ Emerging Leaders and Cross City Leadership Programmes active with staff on the programmes ○ The pool of diverse recruiters increased and available so all panels representative ○ Improved entry schemes in place for all levels – attracting a more diverse workforce, evidenced by shortlists ○ Career tools, active development and support available for all and targeted at underrepresented groups.

JE Pay and Grading	<ul style="list-style-type: none"> • The JE Project will have progressed significantly, and roles will be in the process of evaluation. • BCC's Pay Policy will be updated and compliant. • The Reward Strategy and Pay & Grading Framework will be actively under review. • Recognition activity will be updated and new offers available to meet the diverse needs of our staff, including a recognition of increases to the cost of living e.g., more discount schemes on offer.
Be Bold	<ul style="list-style-type: none"> • Individual Performance Management approach reviewed and implemented – aligning more to a modern two-way conversational approach. • New Ways of Working and associated behaviours fully embedded, evidenced by staff survey. • Digital & Customer Service training for the whole council complete • The legacy of the CWG will be seen e.g., more active volunteering supported • Revised modern ER Strategy complete and launched, alongside new TU meeting structure • Ill health / sickness absence reduced as a result of the Early Intervention Pilot • Engagement and Comms more targeted and informed by a council wide staff survey.
People Services Target Operating Model	<ul style="list-style-type: none"> • All People Services staff will have an active personal development plan, aligned to the Development Framework • All People Services staff will have performance objectives aligned to the Delivery Plan. • The People Services KPIs will be live and monitored against – results published publicly internally. • The Service Charter will be live and updated to reflect the staffing structure, informed by the required budget savings. • Feedback from customers will have been captured and the PS Delivery Plan updated to ensure customer satisfaction is on the increase. • The results from the Maturity Assessment will indicate an improving trend. • The external Traded Offers will have been reviewed alongside the council's' wider review and implemented. • The People Service will have an active governance and compliance framework in place.

Technology	<ul style="list-style-type: none"> • Oracle will be stabilised and in 'optimise' phase e.g. increasing self-service tools (Chatbot) and standard reports available • The new Learning Management System will have been launched and all staff able to access best in class learning interventions online. • The Employee Relations case management system, Workpro, will be live and provide active monitoring of ER cases. • Capita Security Watchdog will be in place to support managers with compliance around right to work. • Access to enhanced data and insight will be available. • Satisfaction with the people ops and advisory services will be increasing and supported by using technology and the standard reporting function.
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Councillor John Cotton

Cabinet Member for Social Justice, Community Safety & Equalities

Birmingham City Council

Resources Overview and Scrutiny Committee

Date: 17 November 2022



Subject: Financial Monitoring 2022/23 – Quarter 2
Report of: Director of Council Management and S151 Officer – Rebeca Hellard
Report author: Director of Finance (Deputy S151 Officer) – Sara Pitt

1 Purpose

- 1.1 To present the Financial Monitoring 2022/23 Quarter 2 report considered at Cabinet on 8th November 2022.

2 Recommendations

- 2.1 To consider and note the report.

3 Appendices

- 3.1 Cabinet Report 8th November 2022
- 3.2 Quarter 2 (Month 6) Financial Monitoring Report 2022/23

Birmingham City Council

Report to Cabinet

8TH NOVEMBER 2022



Subject: FINANCIAL MONITORING REPORT 2022/23
QUARTER 2 (UP TO 30TH SEPTEMBER 2022)

Report of: Director of Council Management and S151 Officer –
Rebecca Hellard

Relevant Cabinet Member: Councillor Yvonne Mosquito – Finance & Resources

Relevant O & S Chair(s): Councillor Akhlaq Ahmed - Resources

Report author: Director of Finance (Deputy S151 Officer) – Sara Pitt

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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 010138/2022		
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 type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, provide exempt information paragraph number or reason if confidential:		

1 Executive Summary

The quarterly finance report attached as Appendix A is part of the City Council's robust financial management arrangements. Due to the extraordinary economic conditions, from Month 5 onwards, high level, exception based in year financial monitoring will be reported to Cabinet each month. The fuller quarterly in year financial monitoring reports to Cabinet will continue.

2 Recommendations

That the Cabinet:-

- 2.1 Approves an increase in the Capital Budget for 2022/23 of £29.0m as set out in paragraph 4.7 resulting in a revised capital budget of £723.4m.
- 2.2 Notes that the Council faces a number of challenges in 2022/23. However, the Council is in a strong robust position with strong financial control processes in place. Reserves are healthy and within recommended limits.
- 2.3 Notes the Treasury Management and Investment Portfolio Reports that are included in Appendix A at Annex 2 and 3.

3 Background

- 3.1 At the meeting on 22nd February 2022, the Council agreed a net revenue budget for 2022/2023 of £759.2m to be met by government grants, council tax and business rates. Appendix A sets out the high level financial position at Quarter 2.

4 Key Issues

Revenue position

- 4.1 Table 1 in Appendix A in Section 1 shows the breakdown of risks to the value of £105.8m that have been identified at this stage in the year, a majority of which are expected to continue into future years. The table also shows that £61.3m of these risks are being mitigated through planned use of policy contingency budget and the financial resilience reserve, the latter in relation to economic shock.
- 4.2 The remaining identified risks of £44.6m are expected to be mitigated through continued due diligence on the risks themselves and through the rigorous spending controls introduced in July 2022.
- 4.3 We undertake a rolling review of our medium term budget and planning assumptions throughout the year, so are constantly looking at the pressures we are facing or may have to face in the future, giving us an early warning and time to react and put in place actions to manage impacts.
- 4.4 The Director of Council Management presented a Medium Term Financial plan update report to Cabinet on 11th October providing an update on the financial pressures the Council is facing and the mitigating actions being taken. This showed that the gap for 2023/24 has risen from £33m to £80m.

Capital Programme

- 4.5 A capital budget of £531.7m was set in the Financial Plan 2022/23 and approved by full Council on the 22nd February 2022. Like all financial years capital spend is weighted towards the later end of the year, and often spend will slip in to the following year due to the complex nature of many of the capital projects.
- 4.6 Following slippage at the end of 2021/22, Cabinet of 11th October approved an increase of £162.7m to the Capital budget for 2022/23 from £531.7m to £694.4m.
- 4.7 At Quarter 2 the Capital programme for 2022/23 has increased by a further £29.0m due to new projects being approved and new grant allocations from Government, giving a revised total Capital programme of £723.4m. Further details are provided in Appendix A Section 9.
- 4.8 Slippage within the Capital programme of £46.9m has been identified at Quarter 2 giving a forecast outturn of £676.5m – further details are provided in Appendix A Section 9.

Treasury Management and Investment Portfolio

- 4.9 Gross loan debt is currently £3,233m, with the year-end projection estimated to be £3,272m, below the planned level of £3,452m. The annual cost of servicing debt represents approximately 29.5% of the net revenue budget. The planned level of debt and annual cost of servicing debt includes over £200m borrowing for the Enterprise Zone (EZ), to be financed from Business Rates growth within the EZ.
- 4.10 The Council resumed short-term borrowing in the last quarter, in line with the current Treasury Management Strategy, and this is currently at £304m. Short-term borrowing rates are currently higher than planned due to the unprecedented scale of interest rate rises since the Financial Plan was set. Given the rising interest rate environment, the Council has sought to reduce refinancing risk by taking long-term borrowing from the Public Works Loan Board (PWLb).
- 4.11 The outlook for borrowing costs remain uncertain as the Bank of England looks to bring inflation to target and the UK government loosens fiscal policy to boost growth; however further Bank Rate rises should be expected. Treasury Management costs for 2022/23 are still expected to remain at budget based on mitigations being taken such as maintaining a balanced loans portfolio and seeking optimal borrowing rates. However, there is a risk that further volatility in the financial markets could push treasury management costs up before the end of the financial year.
- 4.12 Details are set out in the Appendix A Annex 2.
- 4.13 The Investment Portfolio is reported in Appendix A Annex 3.

Write-Offs

- 4.14 There are no debts over £0.025m that require approval for write off, as set out in Annex 1 of Appendix A. However, there is a high level of aged debt that the council is currently setting against the bad debt provision. There is an expectation that some of that aged debt will be brought forward for write off before the end of the financial year.

5 Options considered and Recommended Proposal

- 5.1 CLT have recently adopted a set of budget management principles to ensure the delivery of a balanced budget this year whilst delivering Best in Class Services. These principles include the agreement that all overspends, demands, growth and pressures should be managed and contained at a Directorate level. Any residual gap must be managed across CLT collectively.

6 Consultation

- 6.1 The Leader and Cabinet Members, Directors and the City Solicitor have been consulted in the preparation of this report.
- 6.2 There are no additional issues beyond consultations carried out as part of the budget setting process for 2022/23.

7 Risk Management

- 7.1 The monitoring of the Council's budget and the identification of actions to address issues arising, as set out in this report, are part of the Council's arrangements for the management of financial issues.

8 Compliance Issues:

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

- 8.1.1 The budget is integrated with the Council Financial Plan, and resource allocation is directed towards policy priorities.

8.2 Legal Implications

- 8.2.1 Section 151 of the 1972 Local Government Act requires the Chief Finance Officer (as the responsible officer) to ensure the proper administration of the City Council's financial affairs. Budget control, which includes the regular monitoring of and reporting on budgets, is an essential requirement placed on Directorates and members of the Corporate Management Team by the City Council in discharging the statutory responsibility. This report meets the City Council's requirements on budgetary control for the specified area of the City Council's Directorate activities.

- 8.2.2 Section 111 of the Local Government Act 1972 contains the Council's ancillary financial and expenditure powers in relation to the discharge of its functions.

8.3 Financial Implications

- 8.3.1 The Appendix attached gives details of the risks, potential financial pressures the city council faces and actions to be taken to ensure service delivery within available resources.
- 8.3.2 Rigorous spend controls are in operation and we are continuing to undertake due diligence around the value of risks identified. Whilst we are monitoring progress on mitigations, there is no guarantee that this will mitigate in full the level of risk of overspend at the year end.
- 8.3.3 Slippage within the Capital programme of £46.9m has been identified at Quarter 2. However, it is important to note that no financial resources will be lost if there is slippage in the programme's expenditure at the end of the financial year. The resources and planned expenditure will be "rolled forward" into future years.

8.4 Procurement Implications (if required)

- 8.4.1 N/A

8.5 Human Resources Implications (if required)

- 8.5.1 N/A

8.6 Public Sector Equality Duty

- 8.6.1 There are no additional Equality Duty or Equality Analysis issues beyond any already assessed in the year to date. Any specific assessments needed shall be made by Directorates in the management of their services.

9 Background Documents

- 9.1 City Council Financial Plan 2022/23 approved at Council 22nd February 2022
- 9.2 Quarter 1 Financial Monitoring Report approved by Cabinet 26th July 2022
- 9.3 Month 4 – Resources Overview and Scrutiny Committee 8th September 2022
- 9.4 Month 5 Financial Monitoring Report approved by Cabinet 11th October 2022

APPENDIX A

Quarter 2 (Month 6) Financial Monitoring Report 2022/23

1. High Level Summary Financial Position

- 1.1 At the Council Meeting on the 22nd February 2022 Birmingham City Council approved a net revenue budget of £759.2m for the 2022/23 financial year. This report sets out the high-level financial performance against that budget at the end of Quarter 2.
- 1.2 The City Council's strategic aim is to deliver a balanced revenue position by the end of the financial year. To that end the council has identified a range of risks that if not addressed will result in an overspend of **£44.5m**. The council has therefore implemented a return to rigorous spending controls from July 2022.
- 1.3 While we have seen other Councils failing due to poor governance and decision making, weak procurement, low levels of reserves and over borrowing, Birmingham City Council is in a strong robust position with strong financial control and planning processes in place. Reserves are healthy and within recommended limits. Borrowing is not excessive and is reducing, and the Council scores well on the CIPFA Resilience Index Indicators.
- 1.4 The Council is a CIPFA 3 Star Financial Management Authority recognising the significant financial management improvements made across the organisation since 2019 and we are continuing to further improve and aim for a 4 Star rating by April 2023.
- 1.5 The City Council like all other local authorities is facing a number of financial challenges in 2022/23. The current cost of living crisis is impacting on our citizens, businesses, and the services we deliver, resulting in a greater demand for our services and reducing income generating opportunities. Examples including, rising energy costs, increases in the costs of goods and services and the impact from the war in Ukraine.
- 1.6 Due to the extraordinary economic situation nationally, it has been agreed that a high level exception based Financial Monitoring Report will be provided to Cabinet each month. More detailed reports will continue to be provided on a quarterly basis.
- 1.7 The cost of living crisis is so severe that at Cabinet on 6th September 2022, the Leader of the City Council declared a "Cost of Living Emergency".
- 1.8 There are a number of actions that have been taken already, including an additional £1.3m top up of the Household Support Fund, working with partners to promote debt prevention, and providing warm banks across the City.

- 1.9 As detailed in the covering report, Cabinet of the 11th October approved the use of up to £5.0m of the Financial Resilience Reserve (FRR) to fund costs of the associated with the cost of living emergency.
- 1.10 In the financial year 2021/22, the Council underspent by £17.8m. Cabinet on the 28th June 2022 approved the transfer of this balance to the Financial Resilience Reserve (FRR) to be used to manage future budget risks.
- 1.11 Unlike many Councils we undertake a rolling review of our budget all year rather than as a one-off annual process, so are constantly looking at the pressures we are facing or may have to face in the future, giving us early warning and time to react and put in place actions to manage impacts.
- 1.12 We are constantly horizon scanning and alert to changes in rising costs and pressures on our budget. The introduction of the spend controls first put in place in November 2021 (and continuing this year), being an example which we saw work at the end of the last financial year.
- 1.13 The Council's Leadership Team (CLT) have adopted a set of budget management principles as well as striving to achieve Best In Class services and are always seeking value for money and continuous improvement in services for our citizens. CLT has agreed the principle that all overspends, demands, growth and pressures should be managed and contained at a Directorate level. Any residual gap must be managed across CLT collectively.
- 1.14 The Council will continue to lobby Government for fair funding where we can, and will continue seeking multi-year financial settlements to help councils plan with a greater degree of confidence.
- 1.15 Like previous financial years the Financial Plan for 2022/23 includes budgeted savings, these total £40.8m. There are also previously undelivered savings of £2.1m that are being monitored. Work is underway to ensure delivery of these savings with any risks to the delivery being managed and mitigated. Last year, 91% of savings were delivered and we will aim to deliver similar levels this year as well. At Quarter 2, 46% of savings are rated as delivered or on target, so significant progress still needs to be made. Further details are provided in Section 4.
- 1.16 We continue to recognise that there are a number of risks to balancing the budget. These risks must all be carefully gripped and managed at pace and offset by opportunities to make savings. We have returned to rigorous spend controls focusing on staffing, facilities management, and procurement. We have in place measures to ramp up the benefit of these controls and look for opportunities to implement other spend control panels focusing on specific areas of spend.
- 1.17 At this stage of the year, the value of risks that have been identified outweigh mitigations by **£44.6m**. This currently assumes all savings will be

delivered. However, there is still time to bring the deficit down as not all of the potential mitigations can yet be quantified.

Table 1: Detail of risks and mitigations identified

Directorate	Risks	Gross Risk (£m)	Use of Contingency (£m)	Use of Reserve (£m)	Other Mitigations (£m)	Net Risk (£m)
Children & Families	Special Educational Needs Assessment and Review Service (SENAR)	4.900		(4.900)		0.000
Children & Families	Children & Young People Travel Service (formerly H2ST)	16.047				16.047
Children & Families	Birmingham Children's Trust (BCT)	23.900				23.900
City Operations	Parking Income Shortfall	4.300		(4.300)		0.000
City Operations	Street Lighting Electricity	5.700	(5.700)			0.000
City Operations	Sports and Leisure Income Shortfall	1.000		(1.000)		0.000
City Operations	Vehicle Fuel costs	1.500			(1.500)	0.000
City Operations	Street Scene - garage income pressure	1.100			(1.100)	0.000
City Operations	Street Scene - trade waste income pressure	1.000			(1.000)	0.000
City Operations	Street Scene - additional Waste Fleet cleansing	1.400			(1.400)	0.000
City Housing	Housing Options	5.400				5.400
City Housing	Private Sector Landlord Contract	1.200			(1.200)	0.000
Adult Social Care	Bad Debt Provision/Client Contributions	5.000			(5.000)	0.000
Adult Social Care	Packages of Care	1.771			(1.771)	0.000
Council Management	Additional costs of Oracle implementation	1.723				1.723
Corporate	Forecast costs of Pay Award above budget	14.000		(14.000)		0.000
Corporate	Forecast costs of energy for Corporate Estate above budget	10.900		(10.900)		0.000
Corporate	Cost of Living Emergency	5.000		(5.000)		0.000
Corporate	Use of Covid Reserve-not against specific lines	0.000		(2.500)		(2.500)
Total		105.841	(5.700)	(42.600)	(12.971)	44.570

1.18 Further details of risks and mitigations are provided in sections 2 and 3 of the report.

2 Potential Risks

2.1 All budgets contain risks and a number of risks were identified when setting the budget (as shown in Appendix E of the Financial Plan agreed by Council on 22nd February 2022).

2.2 In Appendix E, after weighting the risks for probability, there was a total risk of £118m. Given that not all risks would be expected to happen at the same time, a deflator of 70% was applied, leaving a total risk of £34.5m. This is more than covered by the General Fund Balance of £38.4m and the Financial Resilience Reserve (FRR) balance of £125.5m.

- 2.3 Below are details of the potential risks that have been identified by each of the operational divisions of the Council.

Children and Families-Forecast forecast risk of overspend £44.8m before mitigations, £39.9m after mitigations

- 2.4 **Special Educational Needs Assessment and Review Service (SENAR)-forecast risk of overspend £4.9m against a budget of £10.0m**

In February 2021, a restructure of the service was initiated, and all permanent staff placed under a S188 notice. The Ofsted inspection in May 2021 reported that the SENAR service was extremely under resourced and unable to meet its statutory responsibilities. Due to the Ofsted inspection and resulting commissioner appointment, this restructure was paused pending further investigation and baselining of what the service requires to fulfil its statutory responsibilities.

There has been additional investment secured for the SENAR service to address the concerns of under resourcing. For 2021/22 that resulted in additional funding of £5.1m, and for 2022/23 £5.3m. As the funding has currently been allocated for two years only (to fund the required staffing levels whilst the baselining exercise is undertaken), it does not allow for permanent recruitment. At present there are significant numbers of interim staff in the service, and whilst this has resulted in an increase in compliance against the statutory measures, it does incur higher costs versus permanent posts.

The requested £5.1m and £5.3m were based on the activity/backlogs of statutory tasks identified at that point, however further investigations have resulted in additional statutory work requiring more Case Officers to be appointed and an increase in appeals requiring more Tribunal Officers to be appointed.

Financial modelling of staffing costs suggests a pressure of £4.9m. This forecast overspend of £4.9m will be managed from a combination of earmarked reserves held by the Directorate and amounts of policy contingency reserves already allocated to the Directorate for other purposes.

The service has been reviewed and extensive resource planning undertaken to ensure accurate requirements for the sustainable structure are known.

- 2.5 **Children & Young People Travel Service, formerly Home to School Transport (H2ST). Forecast risk of overspend £16.0m against a budget of £40.5m. Broken down as follows:**

- **£10.9m transport costs and £5.1m guides**

Service delivery was successful in September 2022, resulting in an improved service and satisfaction. The new academic year saw 99.9% of our routes operating daily.

Additional budget has been allocated to the service for 2022/23 due to significant financial pressures incurred in financial year 2021/22. However, it should be noted as per a Cabinet decision on the 7th June 2022, a significant proportion of this additional budget has been reallocated to transformation (£16.8m was originally allocated of which £6.6m was reallocated to transformation, with £10.2m remaining in the Business As Usual budget).

Reasons for the increase in spend within this service area are as follows:

- The growth in the number of children with EHCPs is an important factor in increasing demand for SEND transport. The number of EHCPs provided in Birmingham on an annual basis jumped from 802 in 2020 to 1230 in 2021.
- The increasing complexity of the needs of children with SEND is also a factor contributing to growing expenditure on SEND transport. Increasing numbers of children with complex medical needs or profound and multiple disabilities create a demand for more costly forms of transport. At the same time, increasing numbers of children presenting with extremely challenging behaviour have led to greater use of individual taxi journeys for this cohort.
- Another factor affecting all local authorities, not just Birmingham City Council is the fact that an increasing percentage of children with EHCPs are being educated in special schools and when local special schools become full, the 'nearest suitable school' is further afield and therefore more costly in transport terms.
- Market Pressures such as driver wages and increased fuel costs are also contributing to increased spend.

Future actions to be taken by the service to address cost pressures include:

- Reviewing eligibility criteria, in consultation with parents, carers and young people
- Focussed actions within the improvement programme that help to mitigate cost pressures for SEND transport
- Improved Contract & Relationship Management
- Route Optimisation – such as reviewing single occupancy routes and a focused review of high-cost routes
- Demand Management – including the creation of a Pathway to Independence Travel Training Programme to support our children and young people to travel more independently
- Implementing a permanent staffing structure.

2.6 Birmingham Children's Trust (BCT) forecast risk of overspend £23.9m against a budget of £211.5m. BCT is a commissioned service. The Trust's financial position shows a pressure because of rising placement costs. The latest forecast is an overspend of £23.9m. The Trust has been able to report by exception on placement costs which highlights that the two areas of

significant pressure relate to external residential placements and supported accommodation costs.

Budget pressures have resulted from the following:

- demand - an increase in the care population in line with forecasts of 3.7% with a cost impact to date of £3.6m; and
- demand, complexity of need and market failure - a “baked in” pressure of £8.5m carried forward from 2021/22 resulting from placement costs, the full year effect of which is circa £18m. This includes:
 - an increase in the number children with complex needs from 27 to 77 children with high-cost placements of £11.0m; and
 - market factors resulting from a combination of inflationary pressures and a lack of placement capacity £7.4m.

City Operations - forecast risk of overspend £16.0m before mitigations, balanced after known mitigations

2.7 Highways & Infrastructure (forecast risk of overspend £10.0m against a budget of £54.8m)

Pressure of £5.7m on street lighting electricity following significant cost increases and projected shortfall of £4.3m on Parking income. Parking income continues to under recover due to reduced demand following the success of strategies, such as the CAZ, to encourage movement away from using cars in the city centre and changing habits following the pandemic. Potential expenditure mitigations still need to be investigated. A review of the parking offer is underway and will inform a longer-term strategy.

2.8 Neighbourhoods (forecast risk of overspend £1.0m against a budget of £21.9m)

Pressures remain in the Leisure Service as external leisure providers continue their recovery to pre-covid levels, estimated to be achieved in the second half of the year. This results in risk of not receiving the full management fee due and requests from the providers for additional support pre recovery. Estimates potentially in the region of £1.0m. A strategy is being developed considering the in-year position and longer-term implications.

2.9 Street Scene (forecast risk of overspend £5.0m against a budget of £92.34m)

Expected income pressures within the Garage and Trade Waste due to same customer base as in 2021/22 where outturn overspends were £1.1m and £1.0m respectively. Additional Waste Fleet cleansing is due to cease at the end of September, however, has resulted in unfunded cost in the region of £1.4m. And the with significant increases in the cost of fuel there is projected cost pressure in the region of £1.5m.

2.10 Mitigations to the Street Scene risks are set out in paragraph 3.4.

City Housing – forecast risk of overspend £6.6m before mitigations, £5.4m after known mitigations

2.11 Housing Options (forecast risk of overspend £5.4m against a budget of £15.7m)

There are two material pressures in the Housing Options Service in 2022/23. The growth in demand for Temporary Accommodation (TA) has far exceeded the reductions made through the Housing Options prevention and supply initiatives. Currently there is a net growth in TA of 17 per week, and this is forecast to rise to 25 by the end of the year, due to the national economic situation. The budget for TA was based on a baseline net growth of 13 per week, with prevention activity reducing this by 5 per week and increased supply meeting the residual growth of 8 per week. The financial impact of this is modelled at £5.4m before any mitigations which the service are currently investigating.

2.12 Private Sector Landlord (forecast risk of overspend £1.2m against budget of £15.7m)

The Private Sector Landlord contract was delayed until August, which impacted on the availability of the correct type of housing available for temporary accommodation of larger families. This resulted in greater use of Emergency Night Rate accommodation, thus creating a one-off financial pressure of £1.2m.

2.13 Mitigations to the City Housing risks are set out in paragraph 3.5.

Council Management – forecast risk of overspend £1.7m

2.14 ITDS (forecast risk of overspend £0.8m against a budget of £34.7m)

This variance is as a result of additional implementation oracle implementation costs to ensure the system is fully functional. This includes the Enterprise Resource Planning (ERP) Roadmap (£0.5m), ERP functional support (£0.2m) and other embedding costs (£0.1m).

2.15 Finance (forecast risk of overspend £0.3m against a credit budget of £7.0m)

This variance is caused by additional staff required in Finance to oversee all feeder files that are entered into Oracle, as well as undertake the manual processes surrounding BACs, cheques and direct debits that previously were automated in SAP.

2.16 Human Resources (forecast risk of overspend £0.5m against a budget of £10.2m)

This variance is caused by one off resource needed to help imbed Oracle HR processes £0.4m and Oracle experts needed to fix certain HR processes in the system £0.1m.

Adult Social Care – forecast risk of overspend £6.8m overspend before mitigations, balanced after known mitigations

- 2.17 **Packages of Care - (forecast risk of overspend £6.8m against a budget of £231.5m)** – The Directorate is reporting a forecast overspend of £6.8m at month 6. Within the position, inflation held corporately of £6.8m is required and assumed to be received in the forecast outturn. Also included are anticipated additional contributions of £1.9m from the Better Care Fund towards the cost of hospital discharge invoices from Sevacare, however this funding has not yet been agreed. This leaves a risk of £5.0m relating to provision for non-collection of client contributions and in year income shortfall. There is also a £1.4m demand pressure relating to packages of care if current trends continue, and £0.4m other minor pressures.
- 2.18 Mitigations to the Adults Social Care risks are set out in paragraphs 3.6 to 3.8.

Other Directorate risks that are not included in the forecast

Place, Prosperity and Sustainability

- 2.19 Property Services have acquired four new Public Works Loan Board (PWLB) compliant properties in 2022/23 and are on course to achieve this year's rental acquisition saving target. However, delays in raising the first two quarters rent and service charge invoices due to Manhattan system interface difficulties, means that an accurate year-end projection cannot be determined. Furthermore, the arrears position remains uncertain following the two-year moratorium on rent collection as a result of Covid, and delays in raising invoices and posting income this year, which will impact on the level of bad debt provision required.

Corporate issues – forecast risk of overspend £29.9m before mitigations, balanced after mitigations

- 2.20 **The Pay Award (forecast risk of overspend £14.0m).** The 2022/23 budget included a 2.5% increase for pay. It is estimated that the pay award of £1,925 per full time employee that has been offered (but not yet accepted) by the National Employers for Local Government Services will cost the Council general fund in the region of £14m more than the budgeted provision. This will be funded from the Financial Resilience Reserve (FRR).
- 2.21 **Corporate Estate Gas and Electricity cost (forecast risk of overspend £10.9m).** The 2022/23 budget was set before the final prices for gas and electricity were set. These are now fixed for the year. Due to the very high increases in costs, there is a forecast pressure on gas and electricity costs for the corporate estates of £10.9m. This is also planned to be funded from the FRR.

- 2.22 **Cost of Living Emergency (priority spend £5.0m)** Cabinet in October approved £5.0m funding to support local people during the crisis, to be funded from the FRR.

Other corporate risks that are not included in the forecast

- 2.23 There are a number of savings that were listed as corporate savings in the MTFP that have not yet been distributed to Directorates. Work is ongoing to analyse the distribution of these savings and allocated them to Directorates. Until this is done, there continues to be a risk of non-delivery in year and a possible need to use the budget smoothing reserve.
- 2.24 There are risks of an economic downturn which could affect Business Rates income. There are risks that Collection Fund Income could also be affected if collection rates are less than budgeted or if growth in Council Tax Taxbase is less than anticipated.
- 2.25 There is always a risk that the Council could suffer a cyber attack. Investment and resources put into dealing with the cyber threat, but the threat remains, and other Councils have suffered financial impacts.
- 2.26 There is a risk that short-term and long-term interest rates rise above budgeted forecast, although the Council had taken a cautious view over the medium term and will continue to keep a close review of interest rates as the year progresses.
- 2.27 As always there remains a risk of industrial disputes effecting the work force of the City Council and communications channels are in place to have an open dialogue with unions to minimise this risk wherever possible.
- 2.28 There are risks that the cost of living crisis will increase demands from residents for council services, leading to increased costs. However, the Council is using £5.0m of the FRR to tackle this issue.
- 2.29 The Council is facing challenges in recruitment and retention in a number of services. Work is under way to find solutions and we have recently launched some high profile recruitment campaigns which is hoped will make the City Council an attractive employer.
- 2.30 There is a risk that the Council is not able to fully meet the target of capitalising £20m of transformation costs through use of Flexible Use of Capital Receipts. It is early in the financial year and this will be kept under close review.
- 2.31 There is a risk that there could be another serious outbreak of Covid-19 resulting in a national or local lockdown, or that another pandemic could materialise. While these risks are not wholly within the control of the council we must continue to plan and manage the delivery of services in an efficient and effective manner.

3 Potential Opportunities

- 3.1 Whilst we have a number of financial risks there are also opportunities to offset these risks which must continue to be maximised. It must be recognised that as detailed above in paragraphs 6.3 and 6.4, while there are significant balances in both the Financial Resilience Reserve (FRR) and General Fund Balance, these are one off funding sources and use of them should be the last resort once all other mitigations have been exhausted.
- 3.2 Below are details of the potential mitigations that have been identified by each of the operational divisions of the Council.

Children and Families – forecast mitigations of £4.9m

- 3.3 The Directorate has identified £4.9m of reserves that can be used to fund the SENAR pressures in 2022/23.

Street Scene – forecast mitigations of £5.0m

- 3.4 If the Tyesley plant continues to operate efficiently as it did last year and additional income is received from its electricity generation, combined with an underspend of £2.0m on borrowing costs from delayed fleet purchase, the Street Scene service may breakeven.

City Housing – forecast mitigations of £1.2m

- 3.5 There are a number of initiatives the service are exploring to mitigate the City Housing pressures in 2022/23. The Street Purchases Programme is a £60m capital project to increase the number of properties available to meet demand. As there is a lead in time to get these properties fully operational the full impact will not be seen until the later part of this financial year. There is also an opportunity to receive DLUHC grant funding for the service to set up a Letting Agency which once fully operational will help mitigate the above pressures on temporary accommodation. Other mitigations involve delays in recruitment resulting in a staffing underspend.

Adult Social Care – forecast mitigations of £6.8m

- 3.6 **Community & Social Work Operations – £3.8m Forecast Mitigation** - In Community and Social Work Operations there is an overall forecast underspend of £3.8m. This consists of £4.1m underspend on staffing and a small overspend in all non-staffing related areas such as supplies and services of £0.5m. The staffing underspend is due to the continuing vacancies which there has been difficulty in filling due to a National shortage of Social Workers and increasing difficulty to find agency staff to cover. Included in the forecasts is £1.4m of the Omicron grant money used to provide a retention payment to Social Workers. There are also (£0.2m) of additional contributions from the Better Care Fund towards social work teams and internal services.

- 3.7 **Quality & Improvement – £1.4m Forecast mitigation** – This reflects the use of the Omicron Grant reserve as referred to above. This is an anticipated unbudgeted reserve appropriation and costs relating to this will be incurred and is included within the Community & Social Work Operations Division to support retention payments to Social Workers.
- 3.8 **Commissioning – £1.6m Forecast mitigation** - The Service is reporting an underspend against employees of (£0.6m) linked to vacancies across the team and recharge income against base budget funded posts. Recruitment plans are ongoing and being discussed with relevant Head of Service and assumptions are currently that these will be filled during the latter part of 2022. There are also underspends projected of (£0.8m) against the overall third sector grant budget due to reduced activity which is ongoing after the pandemic, and it is expected this activity will increase during 2023/24. Assumed in the forecast underspend are (£0.2m) of contributions from the Better Care Fund towards third sector grants.

Corporate forecast mitigations of £43.5m

- 3.9 As set out in paragraphs 6.12 to 6.14, **£29.9m** of the FRR is planned to be used.
- 3.10 It is planned to use **£7.8m** of Covid Reserves to cover on-going effects of the pandemic, particularly shortfalls in car parking income and leisure management fees.
- 3.11 It is planned to use **£5.7m** of Policy Contingency that was set aside for energy inflation to cover the additional costs of street lighting electricity.
- 3.12 A review of reserves and balances is currently taking place to ensure that monies are being fully utilised for example Section 106 and Community Infrastructure Levy (CIL) and specific grants including Public Health.
- 3.13 We have returned to rigorous spend controls focusing on staffing, facilities management and procurement. We have in place measures to ramp up the benefit of these controls and look for opportunities to implement other spend control panels focusing on specific areas of spend
- 3.14 The MTFP contains a number of budget savings that are currently due to be delivered in future years and we will continue to explore the opportunities to deliver future years savings sooner.
- 3.15 The City Council is implementing a number of transformation programmes under the three pillars of People, Place and Fit for Purpose Council and where safe to do so these need to be delivered faster, meaning that the financial benefits are achieved ahead of schedule.

4 Savings / Income Targets

- 4.1 Like previous financial years the Financial Plan for 2022/23 includes budgeted savings, these total £40.8m. There are also previously undelivered savings of £2.1m that are being monitored.
- 4.2 The individual forecasts for each underlying savings / income target have been RAG rated and are summarised in table 2 below.

Table 2: Savings Risks 2022/23

Risk Profile	Q 1 (£m)	Q 2 (£m)	% of target
Delivered	2.549	5.036	12%
Low Risk	19.260	14.573	34%
Medium Risk	8.688	8.222	19%
High Risk	12.368	15.034	35%
Total	42.865	42.865	100%

- 4.3 At this stage in the financial year, this risk profile is as expected and reflects the known challenges in delivering these targets.
- 4.4 Table 2 shows that of the £42.9m savings / income to be delivered in 2022/23, £15.0m is currently rated high risk. Savings scored as high risk are not deemed as undeliverable and work is in progress to realise these targets. The budget gap detailed in table 1 assumes that all savings will be delivered, reduction in delivery will increase the gap.
- 4.5 There are improvements of £3.3m since Quarter 1 due to savings related to City Operations Business as Usual initiatives (£0.8m), Traded Services (£1.6m), New Ways of Working (NWoW) (£0.8m) and Customer Services (£0.1m), now being rated as medium risk.
- 4.6 There is also an improvement of £2.5m in savings ranked as delivered due to City Housing savings related to Dispersed Rental Income now having been delivered.
- 4.7 However, there are deteriorations of £4.5m related to reduced debt management costs and £1.3m related to CAB Premises-excluding Council House moving from medium to high risk, £2.0m related to SAP savings (for reduced application costs resulting from the change from SAP to Oracle) from low risk to medium risk, and £0.2m of savings related to the IT&D Service redesign have moved from low risk to high risk.
- 4.8 The main theme that results in savings targets being scored as high risk is the delivery of transformation dispersed savings from corporate initiatives including: Automation / Debt Recovery / Corporate Landlord / Customer Services / Workforce Transition / Procurement Savings.

- 4.9 These transformation programmes are at risk because these are corporately driven activities to release dispersed savings across services. These targets will be re-allocated to Directorates as programme work progresses.
- 4.10 Tables 4-7 summarise the savings in each of the RAG rating categories.
- 4.11 This tracking of savings / income targets is incorporated into the Corporate Programme Management Office monthly reporting to ensure programme delivery is tracked along with the delivery of savings / income targets to provide assurance and visibility of delivery.

Table 3: Savings that have been delivered (blue in Table 2 above)

Savings Type	£m
Corporate Finance Savings	2.100
Adults Transformation	0.025
Business As Usual Initiatives	2.388
People Services Target Op Model	0.523
Grand Total	5.036

Table 4: Savings that are rated as low risk (green in Table 2 above)

Savings Type	£m
Corporate Finance Savings	2.036
Adults Transformation	3.332
Business As Usual Initiatives	3.597
Corporate Landlord	0.500
Finance TOM	0.763
IT&D Service Redesign	1.000
New Ways of Working	0.495
Property Programme	2.850
Grand Total	14.573

Table 5: Savings that are rated as medium risk (amber in Table 2 above)

Savings Type	£m
1B Oracle Implementation	2.000
Corporate Finance Savings	1.000
Business As Usual Initiatives	2.132
Customer Servs	0.140
IT&D Service Redesign	0.500
New Ways of Working	0.800
Property Programme	0.050
Traded Services	1.600
Grand Total	8.222

Table 6: Savings that are rated as high risk (red in Table 2 above)

Savings Type	£m
Accounting / Funding	4.500
Automation	0.850
Business As Usual Initiatives	1.016
Customer Servs	0.250
Debt Recovery	1.000
IT&D Service Redesign	1.400
Procurement Savings	2.704
Property Programme	1.314
Workforce Savings	2.000
Grand Total	15.034

5 Policy Contingency

- 5.1 The 2022/23 budget includes a Policy Contingency budget of £48.0m, excluding savings to be allocated of £30.9m. The Policy Contingency budget is held centrally and not allocated to services at the start of the financial year. It is retained to protect against unplanned expenditure or when the costs of certain decisions which may be taken during the course of the financial year become clearer. Allocations will be made to services only after the demonstration of need and are subject to review and approval by the Chief Finance Officer with the exception of allocations from General Contingency which will be approved by Cabinet.
- 5.2 As set out in paragraph 3.11, it is planned to use £5.7m of the inflation contingency set aside to fund costs of energy.
- 5.3 It is also planned to use £6.8m of inflation contingency set aside for Adult Social Care, as set out in paragraph 2.18.

Table 7: Policy Contingency Budget 2022/23

Policy Contingency	Budget £m	Committed in Outturn Report £m	Committed in Quarter 2 £m	Remaining £m
Inflation Contingency	20.930		(12.534)	8.396
Delivery Plan	13.619			13.619
SEND Improvement	2.792			2.792
Workforce Equalities	2.000			2.000
Apprenticeship Levy	1.308			1.308
Short-term Improvement in the Council House	1.000			1.000
Loss of Income from Car Park Closures	0.252			0.252
Corporate Funding for Owning & Driving Performance (ODP)				
Culture Change Programme	0.129			0.129
Transport - Funding for Young People	1.228			1.228
General Contingency	4.724	(0.232)		4.492
Total Policy Contingency excluding savings	47.982	(0.232)	(12.534)	35.216
Contract Savings	(1.147)			(1.147)
Capitalisation of Transformation costs - to be allocated to services in 2022/23	(20.000)			(20.000)
Fit for Purpose savings	(9.802)			(9.802)
Total Savings to be allocated	(30.949)	0.000	0.000	(30.949)
Total Policy Contingency	17.033	(0.232)	(12.534)	4.267

6 Reserves

- 6.1 At the end of 2021/22, the Council had total reserves of £1,071.5m.
- 6.2 This included £230.1m of General Reserves and Balances, broken down by:
 - 6.3 £38.4m General Fund Balance. This is more than 4.5% of the net budget, as approved by Cabinet in November 2020. There is no planned use of the General Fund Balance in 2022/23.
 - 6.4 £125.5m of Financial Resilience Reserve (FRR), this is after the £17.8m underspend in 2021/22 was transferred to it. This provides extra financial resilience in these very uncertain times and will be used to manage in year risks if required.
 - 6.5 £66.2m Delivery Plan Reserve (DPR). The DPR was established to enable the necessary investment required by the Council's Delivery Plan. It also contains the previous Invest to Save Reserve. It is expected that once business cases for the Delivery Plan projects have been finalised there will be further drawdowns during 2022/23. Details of these drawdowns will be included in future financial monitoring reports.
- 6.6 Whilst reserve levels are considered adequate, they require continuous monitoring. The Council cannot be complacent and must continue to maintain financial rigour, particularly with regard to delivering planned savings, accumulated debt and associated financing costs and financial income collection.
- 6.7 During this financial year the Council will be undertaking a forensic review of all reserves to identify if there are any reserves that are no longer required for the purpose that they were originally created and will re purpose any that are identified.
- 6.8 The Council anticipated the net use of £283.2m of reserves in setting the 2022/23 budget. This is summarised in Table 8 together with the current forecast outturn balance. At Quarter 2, £5.9m of uses of reserves that were approved by Cabinet as part of the Outturn Report on June 28th have been reflected.
- 6.9 The table also reflects that the use of Section 31 Reserve will be £30.7m less than budgeted, as at the end of 2021/22 the deficit caused by granting of reliefs to businesses that is funded by the Government was less than expected when setting the budget.
- 6.10 The table further reflects that it is forecast that the following uses of and contributions to reserves will take place:

Delivery Plan Reserve – forecast use of £2.5m

- 6.11 The use of £2.5m of the Delivery Plan Reserve from the balance of funding approved by Cabinet in October 2021 for transformation of the Children & Families directorate.

Financial Resilience Reserve (FRR) – forecast use of £29.9m

- 6.12 The use of £14.0m of the FRR to fund costs of the Pay Award above the budgeted assumptions as described in paragraph 2.20.
- 6.13 The use of up to £10.9m of the FRR to fund costs of gas and electricity for the corporate estate that are above budget.
- 6.14 The use of £5.0m of the FRR to fund Cost of Living emergency as approved by Cabinet on 11th October.

Other Corporate Reserves – forecast use of £6.3m

- 6.15 The use of £7.8m of the Covid Reserve to fund shortfalls in income due to the on-going effects of changes in behaviours, such as in Car Parking and Leisure.
- 6.16 This is partly offset by a plan to contribute £4.0m to the Covid Reserve from grant maximisation of Public Health expenditure.
- 6.17 The use of £1.3m of Policy Contingency Reserves.
- 6.18 The use of the remaining £1.2m of the SEND Reserve to go towards funding the costs of interim staff in the SENAR Business As Usual team.

Grant Reserves – forecast use of £16.4m

- 6.19 The use of £16.4m of grant reserves, in particular, £15.0m of reserves related to Public Health.

Earmarked Reserves – forecast use of £5.0m

- 6.20 The use of £5.0m of earmarked reserves, largely being £4.8m of Education PFI Reserve, mainly to fund pressures in the SENAR service as described in paragraph 2.4.

Table 8: Forecast uses of and contributions to reserves

	Balance as at 31st March 2022	Original Budgeted (Use) / Contribution	Change approved in March and at Outturn 2021/22	Original Budgeted Use / (Contribution) not to be processed	Other forecast (Use) / Contribution	Total Forecast (Use) /Contribution	Forecast Outturn Balance at 31st March 2022
Reserves	£m	£m	£m	£m	£m	£m	£m
Corporate General Fund Balance	38.382	0.000	0.000	0.000	0.000	0.000	38.382
Delivery Plan Reserve	66.196	(15.118)	(3.600)	0.000	(2.503)	(21.221)	44.975
<i>Financial Resilience Reserve Gross</i>	<i>146.962</i>	<i>(29.956)</i>	<i>(1.300)</i>	<i>0.000</i>	<i>(29.900)</i>	<i>(61.156)</i>	<i>85.806</i>
<i>Net Borrowing from Financial Resilience Reserve</i>	<i>(21.480)</i>	<i>(0.912)</i>	<i>0.000</i>	<i>0.000</i>	<i>0.000</i>	<i>(0.912)</i>	<i>(22.392)</i>
Financial Resilience Reserve Net	125.482	(30.868)	(1.300)	0.000	(29.900)	(62.068)	63.414
General Reserves and Balances	230.060	(45.986)	(4.900)	0.000	(32.403)	(83.289)	146.771
Other Corporate Reserves	322.891	(212.965)	(1.000)	30.652	(6.308)	(189.621)	133.270
Grant	340.642	(23.727)	0.000	0.000	(16.403)	(40.130)	300.513
Earmarked	82.053	(0.498)	0.000	0.000	(5.015)	(5.513)	76.541
Schools	79.888	0.000	0.000	0.000	0.000	0.000	79.888
Non Schools DSG	15.989	0.000	0.000	0.000	0.000	0.000	15.989
Subtotal Other Reserves	841.464	(237.190)	(1.000)	30.652	(27.726)	(235.264)	606.200
Grand total	1071.524	(283.176)	(5.900)	30.652	(60.129)	(318.553)	752.971

7 Medium Term Financial Plan (MTFP)

- 7.1 The Director of Council Management presented a Medium-Term Financial plan update report to Cabinet on 11th October. This contained details of the new pressures and opportunities and reported on the plans that are being developed to deal with the gap identified in 2023/24 in the Financial Plan for 2022-23.
- 7.2 Since the Financial Plan was agreed in February 2022, sound financial management work has been underway to close the £33m reported budget gap, including spend controls, benchmarking, a review of reserves to ensure that activities they were set aside for have been undertaken and that they can be drawn down, previous modelling assumptions and transformative work. However, the national economic situation and the rise in inflation since February means that all Councils are experiencing further pressures on their budgets. After taking all these changes into account there has been an increase in the net budget gap to £80m for 2023/24
- 7.3 The report updated the assumptions used in calculation of the Medium Term Financial Plan in light of the current economic situation as well as highlighting the work officers have been undertaking to identify and implement plans to close the Medium Term Financial gap, full details of which will be published and presented to Cabinet and Full Council in February 2023.

8 Delivery Plan

- 8.1 The Delivery Plan is designed to support transformation enabling work, which is increasingly focussing on invest to save initiatives that will improve citizen outcomes whilst reducing net service delivery costs. There is £13.6m set aside in Policy Contingency in the Financial Plan to fund projects that have already been approved. Further projects may be funded from the Delivery Plan

Reserve during the financial year, and these will be detailed in future financial monitoring reports.

9 Capital

- 9.1 As at Month 6 the 2022/23 capital spend is currently projected to be £676.5m, against a revised budget of £723,4m. This revised budget and forecast is after slippage brought forward from 2021/22 of £162.7m, new resources and rephasing of £29.0m and additional forecast slippage into future years of (£46.9m).
- 9.2 Movements between the original budget for 2022/23 and the forecast outturn at Month 6 are summarised by Directorate in the Table 9 below:

Table 9 – 2022/23 Forecast Outturn by Directorate

Capital Monitoring by Directorate 2022-23 Month 6						
Directorate	(a) 2022/23 Original Budget	(b) Slippage / Acceleration from 2021/22	(c) New Schemes, Resources & Rephasing	(d) 2022/23 Month 6 Revised Budget	(e) Forecast Variation Month 6	(f) 2022/23 Forecast Outturn
	£m	£m		(a+b+c) £m	£m	(d+f) £m
Commonwealth Games	11.535	7.881	0.000	19.416	0.000	19.416
Council Management						
Development & Commercial	2.341	3.661	0.000	6.002	(2.041)	3.961
Corporately Held Funds	47.864	7.677	(0.600)	54.941	(7.620)	47.321
ICT & Digital	6.003	2.628	0.000	8.631	(1.826)	6.805
Total Council Management	56.208	13.966	(0.600)	69.574	(11.487)	58.087
City Operations						
Control Centre Upgrade	0.000	0.115	0.000	0.115	0.000	0.115
Street Scene	29.073	8.044	0.000	37.117	(0.834)	36.283
Private Sector Housing	1.650	1.428	0.000	3.078	5.664	8.742
Neighbourhoods	2.850	1.186	0.000	4.036	0.000	4.036
Regulation & Enforcement	0.057	0.263	0.000	0.320	0.000	0.320
Highways Infrastructure	30.850	2.542	(12.885)	20.507	(0.457)	20.050
Total City Operations	64.480	13.578	(12.885)	65.173	4.373	69.546
City Housing						
Housing Options Service	1.400	(0.554)	30.000	30.846	0.000	30.846
HRA	143.747	10.865	0.000	154.612	(34.349)	120.263
Total City Housing	145.147	10.311	30.000	185.458	(34.349)	151.109
Place, Prosperity & Sustainability						
Planning & Development	28.598	13.556	0.000	42.154	0.000	42.154
Transport & Connectivity	67.356	7.125	15.749	90.230	(5.420)	84.811
Housing Development	3.817	1.563	0.000	5.380	0.000	5.380
Perry Barr Residential Scheme	66.364	47.210	1.200	114.774	0.000	114.774
Property Services	32.358	43.345	0.000	75.703	0.000	75.703
Total Place, Prosperity & Sustainability	198.493	112.799	16.949	328.242	(5.420)	322.822
Children & Families	46.138	5.622	(10.553)	41.207	0.000	41.207
Adult Social Care	9.715	(1.454)	6.076	14.337	0.000	14.337
TOTAL	531.715	162.703	28.988	723.406	(46.881)	676.525

9.3 New Resources and Rephasing of £29.0m

9.3.1 The major reasons for the new resources and rephasing of £29.0m are as follows.

Table 10: Movements from the Original Budget 2022/23

Directorate	Amount in 22/23	Capital Project	Funding	Cabinet Approval
City Operations: Highways - Tame Valley Phase 3	£(11.0)m	The project has been amended within the finance system to reflect project reporting managerial lines, therefore, the budget has transferred from Transportation & Connectivity to Highways Infrastructure.	Government Grants	March 2022
City Housing: Housing Options	£30.0m	Temporary Accommodation Strategy : – Property Acquisitions	Prudential Borrowing	February 2022
Place, Prosperity & Sustainability – Transport & Connectivity	£15.7m	The re-phasing for new grants detailed within Transportation & Highways Capital Programme Report	Government Grants	March 2022
Place, Prosperity & Sustainability – Perry Barr Residential Scheme	£1.2m	Contribution towards the redevelopment of Perry Barr Train Station.	Community Infrastructure Levy (CIL)	June 2019
Children & Families – Devolved Capital Allocation to Schools	£1.6m	Budget adjustments of devolved capital grant to numerous schools in line with allocations from the Department of Education – as approved within the Schools Capital Programme Report	Government Grants	April 2022
Children & Families – Schools Condition Allowances	£(4.5)m	Rephasing the grant allocation from the Department of Education in line with the Schools Capital Programme Report 2022/23 approved by	Government Grants	April 2022

		Cabinet plus Slippage/Acceleration from 2021/22 .		
Children & Families – Basic Need – Additional School Places	£(9.1)m	rephasing the grant allocation from the Department of Education as above plus Slippage/Acceleration from the 21/22 Outturn.	Government Grants	April 2022
Children & Families – Children’s Trust Accommodation	£1.7m	New allocation as part of a Rolling programme of Major capital works to Children’s Social Care property and accommodation.	Corporate Prudential Borrowing	March 2022
Adult Social Care – Independent Living	£5.7m	Additional grant allocation from DLUHC to enable citizens to remain in their own homes.	Government Grants	May 2022
Other minor adjustments	£(2.3)m		Various	
Total	£29.0m			

9.3.2 Forecast Slippage into future years - £46.9m.

9.3.3 slippage of £46.9m of capital spend has been identified for re-phasing into future years.

9.3.4 The main reasons (variations > £1m) for the forecast variation are detailed below:

Council Management – underspend of £11.5m

9.4.1. **Capital Loans and Equity** – underspend of **£2.0m** – **At the half way stage an underspend is likely. A budget of £0.5m** has been retained for investment requests, although there are planned requests at present no deals on the horizon at present, but follow-on requests for existing investments are in progress for approval.

- 9.4.2. **Revenue Reform Projects** underspend of **£3.9m - £(3.9)m** - Slippage of £3.9m on the Digital Services Customer Programme, due to the scheme still being developed with an ambition of being best in class and deliver gold standard customer service. This represents the full budget which will be spent over the next three years. In year 1 of the programme £1.7m has been spent, and the outcomes of which are being reviewed by Customer Services Overview & Scrutiny and will result in a prioritisation of activities for the next three years. These will be presented to Cabinet by December 2022.
- 9.4.3. **SAP Investment** underspend of **£3.7m** - Slippage due to pending decision on the archiving facility and refinement of the ICT&D strategy.
- 9.4.4. **ICT & Digital** underspend of **£1.8m** - Slippage of £1.8m on the following schemes - Service Now £0.5m due to limited capacity and other priorities being greater; Corporate Voice £0.5m to enable a better commercial deal; £0.4m Brum Account Phase 3 due to resources both within BCC and the supply chain not being available due to pressures of Covid19 which delayed the start; £0.4m Other schemes due to delays in detailed planning of the programme.

City Operations – overspend of £4.4m

- 9.4.5. **Private Sector Housing – overspend of £5.7m** - There is a surplus on LAD2 funding due to project constraints in its delivery such as a post COVID hesitancy with engagement, industry issues and readiness for quality assurance measures and Supply chain issues.

This LAD2 surplus will be used on the forthcoming SWC (Sustainable Warmth competition) (Local Authority Delivery - LAD3) project which will have a greater focus on Private Owner occupier properties. Sustainable Warmth competition is protecting vulnerable households in England strategy.

As a result of utilising the LAD2 surplus for LAD3 there will be an overspend against the original budget (intended spend) on Private Sector Housing – all funded by the LAD 2 and 3 grants - and an equivalent underspend on the Social Housing (HRA Improvement) budget.

- 9.4.6. Other minor variation totalling slippage of £1.3m across numerous projects and programmes.

Housing Directorate – net slippage of £34.3m -

Housing Improvement Programme – Underspend of £5.6m – This is explained above under Private Sector Housing

- 9.4.7. **Housing Redevelopment - underspend of £28.7m – BMHT - Total variation for 2022/23 is £24.3m under the annual budget**, of which net slippage is £18.4m predominantly on schemes at Gressel Lane, Pool Farm, Yardley Brook, Bayley / Stoneycroft and Highgate Road. This is for a variety of reasons. Bayley Stoneycroft was delayed due to initially the Environment Agency works and then more recently utility work but is on site and will complete in 2023/24. Gressel Lane took longer through the planning and tender acceptance process but is on site with completion due June 23. Highgate Road was delayed through procurement and tender acceptance stages but will be under contract shortly following recent Cabinet Approval. Yardley Brook and Pool Farm viability are being reviewed because of cost increases rising from several factors and the options going forward.

Once on site, schemes are progressing well and in some cases for example Monmouth Road and Farnborough Road, are accelerating ahead of schedule. Net Underspends of £5.9m are mainly due to an exercise to seek partnership working with Registered Providers. The relevant sites including Partons Road, Magnet Sport Centre and their forecast spend have therefore been removed from the BMHT portfolio whilst these partnerships are developed and investigated. Some sites could return and if so, would require a budget but there is sufficient headroom to allow for that.

Clearance Programme - Total variation £4.4m of which net slippage of £4.2m is predominantly on Yardley Brook, Kings Norton Low Rise, Heather and Lavender Houses. Yardley Brook has been dependent on obtaining agreement from the Environment Agency for the remediation strategy. Kings Norton Low Rise phase 2 demolition has been delayed due to slowdown in rehousing due to Covid and lack of suitable larger properties. Heather and Lavender Houses have been used for Temporary Accommodation with lack of suitable accommodation delaying vacant possession. There is a £0.2m net underspend on Barberry and Heath Houses after final accounts were agreed.

Place, Prosperity & Sustainability – slippage of £5.4m

- 9.4.8. **Transport & Connectivity – Wharfedale Bridge Road – Underspend of £2.2m** - This funding is a contribution to Network Rail to carry out road improvements if they upgrade the bridge. The programme is slipping pending a decision to carry out the bridge works. This scheme is dependent on National Rail.
- 9.4.9. **Transport & Connectivity – Bristol Road Downgrading Project – slippage of £1.9m** - The scheme was initially delayed due to the Commonwealth

Games. Feedback received from consultation with various stakeholders has meant that preliminary design has had to be revisited. These design changes mean the construction will now be slipped from 2022/2023 into 2023/2024.

- 9.4.10. Other minor variations across numerous projects and programmes underspend of £1.3m.

Risks and Issues:

- 9.4.11. Delivery of the Capital Programme will be closely monitored over the year. There remain risks to delivery, particularly relating to cost pressures and material shortages for construction projects, these will be kept under review for each project and appropriate action taken to mitigate and reported here in future months.

10 Collection Fund

- 10.1 The overall net budget for Council Tax income including Parish and Town Council Precepts is £403.0m in 2022/23. In addition, the Council collects the precepts on behalf of the Fire and Police Authorities.
- 10.2 The in-year forecast for Council Tax is a surplus of £3.6m. Generally, a surplus or deficit on the Collection Fund impacts on the following year's budget, which in this case will be 2023/24. The in-year surplus is mainly due to lower than forecast costs of Council Tax Support and other reliefs and discounts. However, given the economic situation, there is a risk that collection rates will be worse than budgeted. This will be closely monitored in year.
- 10.3 Under the 100% Business Rates Pilot that came into effect on 1st April 2017 the Council continues to retain 99% of all Business Rates collected under the Business Rates Retention Scheme with 1% being paid over to the West Midlands Fire Authority. The overall budgeted level of Business Rates in 2022/23 is £355.6m (excluding the Enterprise Zone), of which the Council's retained share is £352.0m.
- 10.4 The in-year forecast Business Rates forecast is a deficit of £1.7m. Again, a surplus or deficit on the Collection Fund impacts on the following year's budget. The in-year deficit is mainly related to a deficit on reliefs and is partially offset by extra Section 31 Grant of £1.1m.

11 Housing Revenue Account (HRA)

- 11.1 The HRA budget for 2022/23 is £431.485m of which £287.738m is revenue expenditure and £143.747m is capital expenditure. Overall, the HRA spend is

forecast to remain within budget this year. Any variation to this will be managed from the ring fenced HRA reserve.

12 Dedicated Schools Grant (DSG)

- 12.1 The Dedicated Schools Grant (DSG) is the main funding stream for schools and education services. The allocation of DSG announced by the Department for Education (DfE) on 30th March 2022, was set at £1,374.2m for 2022/23 before deductions for academies, Business Rates and direct funding of high needs places by Education and Skills Funding Agency. The allocation after those deductions is £686.9m. This is allocated as follows: school block £377.2m, High Needs block £210.4m, Early Years block £83.0m and £16.3m Central School Services Block, which is held centrally for the Local Authority to carry out central functions on behalf of pupils in maintained schools and academies. It is anticipated that there will be a balanced position at year end.

13 Borrowing

- 13.1 Gross loan debt is currently £3,233m, with the year-end projection estimated to be £3,272m, below the planned level of £3,452m. The annual cost of servicing debt represents approximately 29.5% of the net revenue budget. The planned level of debt and annual cost of servicing debt includes over £200m borrowing for the Enterprise Zone (EZ), due to be financed from Business Rates growth within the EZ.
- 13.2 The Council resumed short-term borrowing in the last quarter, in line with the current Treasury Management Strategy, and this is currently at £304m. Short-term borrowing rates are currently higher than planned due to the unprecedented scale of interest rate rises since the Financial Plan was set. Given the rising interest rate environment, the Council has sought to reduce refinancing risk by taking long-term borrowing from the Public Works Loan Board (PWLb).
- 13.3 The outlook for borrowing costs remain uncertain as the Bank of England looks to bring inflation to target and the UK government loosens fiscal policy to boost growth; however further Bank Rate rises should be expected. Treasury Management costs for 2022/23 are still expected to remain at budget based on mitigations being taken such as maintaining a balanced loans portfolio, seeking out optimal borrowing rates and ensuring accurate cash flow projections. However, there is a risk that further volatility in the financial markets could push treasury management costs up before the end of the financial year.
- 13.4 Further Treasury Management information is contained in Annex 2 to this report.

14 Investment Property Portfolio

- 14.1 Details of changes in the Council's Investment Property Portfolio in Quarter 2 are provided in Annex 3, as well as confirmation that the CIPFA Treasury Code had been complied with, as has the Council's Service and Commercial Investment Strategy and its Investment Property Strategy.

15 Write offs

- 15.1 Annex 1 covers write offs of unrecoverable Housing Benefit.

List of Annexes

- 1. Write off details**
- 2. Treasury Management Monitoring Dashboard**
- 3. Investment Property Portfolio Monitoring Dashboard**

Annex 1 Write Offs

1. Housing Benefit

- 1.1 In circumstances where Housing Benefit overpayments are identified as not being recoverable, or where recovery is deemed uneconomic, the City Council's Financial Regulations and delegated powers allow for these overpayments and income to be written off. All possible avenues must be exhausted before such write offs are considered. Amounts already written off will still be pursued should those owing the Council money eventually be located or return to the city.
- 1.2 The cost to the council of writing off these irrecoverable sums will be charged to the City Council's provision set up for this purpose, which includes sums set aside in previous years to meet this need. It is, therefore, the appropriate account to be charged. There is no effect on the revenue account.
- 1.3 In 2022/23, from 1st July up to 30th September, further items falling under this description in relation to Benefit overpayments have been written off under delegated authority. The Table below details the gross value of amounts written off, which members are asked to note.

Table 1: Age Analysis of Debts written off under delegated authority

Age analysis	Over 6 years	3 to 6 years	Under 3 years	Total
	£m	£m	£m	£m
Benefit Overpayments	0.020	0.024	0.051	0.096
Total	0.020	0.024	0.051	0.096

- 1.4 Table 2 gives a more detailed age analysis of overpayments and income written off.
- 1.5 Table 3 gives detailed analysis of debt written off by range of value.

Table 2: Summary of Debts written off under delegated authority 01.4.22 – 30.6.22

Detail	Pre 2012	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	Total	No of Debtors
Housing Benefit debts written off under delegated authority	£2,783.84	£27.25	£2,118.79	£3,205.55	£5,839.23	£6,074.13	£9,176.42	£7,106.95	£8,212.21	£13,306.09	£22,078.54	£15,848.67	£95,777.67	166
TOTAL	£2,783.84	£27.25	£2,118.79	£3,205.55	£5,839.23	£6,074.13	£9,176.42	£7,106.95	£8,212.21	£13,306.09	£22,078.54	£15,848.67	£95,777.67	166
No of debts in Age band	15	2	10	7	18	28	19	46	38	37	90	135	445	

Table 3: Debts written off under delegated authority by value range:

Debt Size	Small		Medium		Large
Cases	>£1,000	Cases	£1,001-£5,000	Cases	£5,000-£25,000
147	£22,389.71	14	£37,123.74	5	£36,264.22

2. Business rates and Council Tax

- 2.1 There has been no resource at either officer or management level to process write offs in the last quarter due to the Council Tax Energy Rebate payment scheme and delays in installing Enforcement Manager software.

TREASURY MANAGEMENT MONITORING DASHBOARD: 30 SEPTEMBER 2022

	value	comparator	difference
1 Gross loan debt	£m	£m	£m
at month end	3,233		
year end Forecast (vs Plan)	3,272	3,452	-180
year end Forecast (vs Pru Limit for loan debt)	3,272	4,126	-854

Forecast year end debt is currently below the year end plan. The Forecast year end debt is well within the prudential limit for loan debt, set for unplanned cashflow movements.

2 short term borrowing			
at month end (vs Plan)	304	563	-259
interest rate year to date on outstanding deals (vs assumption)	1.68%	1.00%	0.68%

Short term borrowing resumed in quarter 2 and is expected to increase further in the year, in line with the approved Strategy. Bank rate is expected to increase further having seen consecutive rises this year so future borrowing is likely to be above the planned rate.

3 Treasury investments			
at month end (vs Plan)	71	40	31
interest rate year to date on outstanding deals (vs assumption)	1.86%	0.75%	1.11%

Treasury investments are on average closer to the target of £40m although Bank Rate rises throughout the year mean that investment yields are higher than planned.

4 Long term loans taken			
year to date (vs Plan)	25	90	-65
ave. interest rate obtained (vs assumption)	4.02%	2.35%	1.67%

The £25m PWLB loan taken in September 2022 has been at a higher rate than planned due to the rise in gilt yields on the back of successive Bank Rate increases by the Bank of England. However this has reduced some refinancing risk from future interest rate rises.

5 Assurance	
were Credit criteria complied with?	yes
were investment defaults avoided?	yes
was the TM Code complied with?	yes
were prudential limits complied with?	yes

These are key performance indicators for treasury management which in normal circumstances should all be yes. Investment quality is kept under continual review with support from the Council's treasury advisers.

Treasury Management: portfolio overview			
<i>This appendix summarises the Council's loan debt and treasury management investments outstanding</i>			
	this quarter		last quarter
	30/09/2022		30/06/2022
	£m		£m
PWLB	2,484.2		2,489.2
Bonds	373.0		373.0
LOBOs	71.1		71.1
Other long term	-		2.5
Salix	0.3		0.3
Short term	304.5		98.9
Gross loan debt	3,233.1		3,035.0
less treasury investments	(70.8)		(61.2)
Net loan debt	3,162.3		2,973.8
Budgeted year end net debt	3,496.6		3,496.6
Prudential limit (gross loan debt)	4,126.0		4,126.0

Short term borrowing has increased in quarter 2 to meet the Council's borrowing requirements in line with the approved Strategy.

Treasury investments by source	
	£m
UK Government	0.0
Money Market Funds	62.5
Banks and Building Societies	8.3
	70.8

Treasury investments by credit quality			
£m			
AAA			0.0
AAAmmf			62.5
AA			8.3
A			0.0
			70.8

In line with the Strategy, the Council holds its treasury investments in diversified liquid funds of high credit quality.

Investments as Accountable Body

These are investments made as Accountable Body on behalf of others, and are not the Council's own money.

	Getting Building Fund	Growing Places Fund	AMSCI	Regional Growth Fund	GBSLEP Fund	LGF3	LGF4	NMCL	Total
	£m	£m	£m	£m	£m	£m	£m	£m	£m
UK Government	2.3	0.0	30.1	0.0	0.0	0.0	0.0	0.0	32.4
Birmingham City Council ¹	0.0	0.0	0.0	0.0	2.2	0.0	0.0	0.0	2.2
Money Market Funds	0.6	7.3	11.5	7.8	0.0	0.2	1.9	3.2	32.5
	2.9	7.3	41.6	7.8	2.2	0.2	1.9	3.2	67.1

¹ These funds have been lent to the Council by agreement at a commercial rate

Annex 2.3

Treasury management: summary of delegated decisions in the quarter

This appendix summarises decisions taken under treasury management delegations to the Strategic Director of Council Management (Section 151 Officer) during the quarter.

1. Short term (less than 1 year)	borrowing		investments
	£m		£m
opening balance	99		-61
new loans/investments	333		-538
loans/investments repaid	-128		528
closing balance	304		-71

These loans and investments are for short periods from one day up to 365 days. Short term loans have increased to meet the Council's borrowing requirements, in line with the approved Strategy.

2. Long term borrowing:					
date	lender		£m	rate	maturity
23/09/2022	PWLB	Fixed Maturity Rate loan	25	4.02%	23/09/2032

Long term borrowing taken to reduce refinancing risk in an increasing interest rate environment.

3. Long term loans prematurely repaid:					
date	lender		£m	rate	maturity

*No long term loans were prematurely repaid.
In line with treasury management practices, the Council will repay long term loans prematurely if this provides a financial saving to the Council.*

4. Long term treasury investments made:					
date	borrower		£m	rate	maturity

No long term investments were made. The Council is a substantial net borrower and usually has cash to invest for relatively short periods.

INVESTMENT PROPERTY PORTFOLIO MONITORING DASHBOARD: QUARTER 2 2022/23

1 Portfolio objectives

The Portfolio is comprised of non-operational service properties which were historically held to earn a financial return.

2 Portfolio summary	budget	forecast	variance
as at 30 Sep 2022	£m	£m	£m
Direct property	-22.63	-22.66	-0.03
Loans on property			
less portfolio prudential borrowing	3.39	3.15	-0.24
less management costs	2.60	2.60	0.00
net total	-16.64	-16.93	-0.27

3 Limit on borrowing for Investment Property Portfolio	value	limit	variance
as at 30 Sep 2022	£m	£m	£m
gross prudential borrowing	48.32	100.00	51.68
borrowing repaid from sale proceeds	-16.88		16.88
net prudential borrowing	31.44	100.00	68.56

4 Portfolio completions to the quarter (acquisitions and disposals)

	£m
as at 30 Sep 2022	
Sales	7.17
Purchase	48.32

Commentary:

Acquisition of 9 Colmore Row approved by Cabinet on 28th June 2022.
Q2 disposals completed on Bolton Road & Small Heath Service Stations, 25-26 Smith Street Hockley and minors to total of £1.442m.

5 Planned activity in the coming quarter

Total disposals of £7.172m to date, with terms agreed on a further £3.555m of the total planned programme for disposals of £26.563m for 2022/23.

6 Assurance

was the CIPFA Treasury Code complied with? yes

was the Council's Service and Commercial investment Strategy complied with? yes
(the Strategy implements the requirements of the Government Investment Guidance)

was the Council's Investment Property Strategy complied with? yes

commentary:

All properties fully evaluated and disposed with in the appropriate manner.

Birmingham City Council

Resources Overview and Scrutiny Committee

Date: 17 November 2022



Subject: Quarterly Assurance Update (Period 3 – June 2022 to end of September 2022) – Procurement and Contract Governance Rules

Report of: Rebecca Hellard - Director of Council Management

Report author: Steve Sandercock - Assistant Director (Procurement)

1 Purpose

- 1.1 To present the Quarterly Assurance Update considered at Cabinet on 8th November 2022.

2 Recommendations

- 2.1 To consider and note the report.

3 Appendices

- 3.1 Report to Cabinet 8th November 2022
- 3.2 Quarterly Assurance Update Table

Birmingham City Council

Report to Cabinet

Date: 8th November 2022



Subject: Quarterly Assurance Update
(Period 3 - June 2022 to end of September 2022)
Procurement and Contract Governance Rules

Report of: Rebecca Hellard – Director of Council Management

Relevant Cabinet Member: Councillor Mosquito – Finance and Resources

Relevant O &S Chair(s): Councillor Akhlaq Ahmed – Resources

Report author: Steve Sandercock – Assistant Director (Procurement)

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 type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, provide exempt information paragraph number or reason if confidential:		

1 Executive Summary

- 1.1 This report provides a quarterly update of actions in compliance with the Council's Constitution and the related Contract Standing Orders around Procurement and Contract Governance Rules.
- 1.2 Full details around decisions taken through application of the Waiver Procedure, Negotiated Process and Emergency Process and where a breach of the application of the Rules has occurred are listed in Appendix 1.

- 1.3 In summary for this previous quarter there have been the following:
- 1.4 6 waivers to the total value of £1.08m, with the primary grounds for seeking a Waiver Procedure of:
- Efficiency / expediency in relation to process (3)
 - Time constraints beyond the control of the Council (2)
 - Avoidance of reputational damage (1)
- 1.5 Within the table in Appendix 1 it also requests for noting for transparency purposes 7 cases identified where the Rules were not followed as set out and therefore being categorised as a breach total value of £1.628m.
- 1.6 12 negotiated processes approved to the total value of £920k
- 1.7 1 emergency process authorised to support the Private Sector Landlord temporary access solution.
- 1.8 In addition, in line with the Planned Procurement Activity Reports there were 18 projects submitted in the accompanying period to the total estimated value of £45,189,967.34.

2 Recommendations

- 2.1 Cabinet notes the report and accompanying information.

3 Background

- 3.1 In line with the Council's Constitution, the Procurement and Contract Governance Rules (the Rules) set out a requirement for a quarterly assurance report to be presented to Cabinet on related decisions undertaken.
- 3.2 The aim of the report is to promote transparency and accountability in connection with how the Council undertakes its procurement and commercial activity along with providing Members with assurance on both the overall governance and actions being carried out.
- 3.3 Members are reminded that as set out within the Rules there are permitted compliant activities allowed in how the Rules are applied, this includes:
- i. The option to apply a waiver the Rules where it is satisfied that it is justified and legal to do so as set out in the Waiver Procedure to the Rules,
 - ii. The option to undertake an emergency process where the reasons are not attributable to any act or omission by the Council and where a genuine emergency exists and a contract cannot be awarded based on a competitive tender or following the Rules,
 - iii. The option to conduct a negotiated contract without competition in line with set criteria within the Rules.

- 3.4 In addition, the Rules state that compliance is deemed mandatory and is an essential part of the overall Constitution of the Council. However, it is recognised in situations whereby strict compliance with the Rules has not happened these are to be recorded as a breach to the Rules.
- 3.5 Appendix 1 of this report provides high level details on the decisions taken around the following:
- i. Waivers,
 - ii. Emergency Process,
 - iii. Negotiated Procedure,
 - iv. Breaches.
- 3.6 Members are also reminded that in addition to the details set out in this report, a monthly Planned Procurement Activity Report (PPAR) is presented to Cabinet outlining forthcoming procurement activity.
- 3.7 Whilst not a means of mitigation it should further be noted that the quarterly reporting of such matters as set out in this report are new to the Constitutional governance framework of the Council and as a result it will in the cases of breaches include some activities which have occurred prior to the adoption of the new Rules.

4 Options considered and Recommended Proposal

- 4.1 The report and accompanying information is for noting purposes only.

5 Consultation

- 5.1 None

6 Risk Management

- 6.1 Compliance with the Council's Constitution is vital in respect of providing reputational confidence around how the Council operates as well as regulatory compliance, e.g. Public Contract Regulations 2015.
- 6.2 Reporting details of assurance is one part of recognising activities being carried out both assisting in monitoring effectiveness of trend compliance and aiding lessons learnt.

7 Compliance Issues:

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

- 7.1.1 This report sets out details of actions in compliance with the Council's Constitution and the related Contract Standing Orders around Procurement and Contract Governance Rules.

7.1.2 The procedural aspects of Waivers, Negotiated Procedures and Emergency Process are set out within the Rules and any specific areas where compliance has not occurred in line with the Rules is captured within this report as a breach.

7.2 Legal Implications

7.2.1 None arising from the recommendations in this report

7.3 Financial Implications

7.3.1 None arising from the recommendations in this report

7.4 Procurement Implications (if required)

7.4.1 The primary procurement implications set out with this report is to highlight assurance to the Procurement and Contract Governance Rules.

7.4.2 It is important to note that applications of waivers, emergency process and negotiated procedure are complaint mechanisms to use in line with the Constitution, in respect breaches is the area which the Council should seek to avoid. Regular reporting will be important to both understand trends but also highlight issues and lessons learnt.

7.5 Human Resources Implications (if required)

7.5.1 None related to this report

7.6 Public Sector Equality Duty

7.6.1 None related to this report

8 Appendices

8.1 Appendix 1 – Quarterly Assurance Update Table

9 Background Documents

9.1 Procurement and Contract Governance Rules –

https://www.birmingham.gov.uk/downloads/file/13655/part_d_constitution

APPENDIX A

WAIVER PROCEDURE RECORD (including breaches)

Title of contract	Description of Contract	Directorate	Contract Value	Duration	Primary Justification for a Waiver	Further Justification for a Waiver	Which part or parts of the Procurement and Contract Rules are being sought to be waived	What longer terms plans are in place to ensure compliant contractual arrangements	Reason for breach (if applicable)
Post Office Voucher Scheme: Pension Age Households	The contract is required to enable the city to maximise available funds from DWP directly targeting low income pension age households in the city, offsetting lower take up amongst pension age households of discretionary hardship grants. The Council require a provider that is suitably skilled and experienced and available to deliver the below services: •Administration of mailout to qualifying CTS Pension age households supplied to the Post Office. •Processing of cash payments from redeemable vouchers at a wide range of local outlets and sending a reminder to households •Reporting of mandatory management information (number of awards) required by DWP.	Adult Social Care	£60,000	2 months	Avoidance of reputational damage		Clause 4.59 of the Procurement and Contract Governance Rules.	Planning is underway to review procurement options for Round 3 the DWP's Household Support Fund. The review of these options will include an assessment of timescales for an open procurement process and the accommodation of associated governance processes, alongside looking at the overall impact of previous rounds of funding in terms of their scale, impact and delivery methods.	
Ukraine Response Programme	Development and implementation of a digital solution to Refugee Resettlement tool	Strategy Equalities and Partnership	£330,000	3 months	Efficiency / expediency in relation to process		The key element in the Rules be waived is a Cabinet Decision in relation extending the existing contract, to formally compete the requirement.	No further extension will be required. A transition and exit strategy for the contractor is part of the service spec that has been developed for the work, so that our internal teams can continue the work and use and maintain the tool effectively.	
Vision Screening Services for 4-5 year old children - P0898	The services with 3 ophthalmic specialist providers identifies reception children aged 4 to 5 years with impaired sight to enable timely intervention. Screening for reduced vision in children aged 4 to 5 years is primarily undertaken to detect children with amblyopia, a form of abnormal vision system development. The most common predisposing conditions are strabismus (squint) and refractive error (focusing problems requiring glasses). Early detection of amblyopia is necessary to avoid permanent visual impairment by allowing treatment to be undertaken within the sensitive period of neuroplasticity (growth and change) in the visual system. The UK National Screening Committee recommends that screening of children's vision should be offered to all children aged 4 to 5 years. The commissioning of vision screening for school aged children (4 to 5 years) became the responsibility of local authorities in April 2013, as part of the Healthy Child Programme. In Birmingham the commissioning of vision screening remained with Birmingham and Solihull Clinical Commissioning Group as part of their wider contracts with the current providers and transferred to the Council in autumn 2021.	Public Health	£474,000	18 months	Efficiency / expediency in relation to process	Increased cost / loss of income	Table 2 of the Rules (Authorisations and Approvals) Reference to the contract extension clause was missing from the original Cabinet report despite this facility being included in all 3 executed contracts.	This service fall into the 0-19 Healthy Child Programme recommissioning project already underway. A co-terminus option to recommissioning these linked services together in one lot is a key option to explore further as part of the wider project. New arrangements will be in place from September 2024 onwards.	
Psychometric Provision for Senior Officer Recruitment	Psychometric Provision for Senior Officer Recruitment	Council Management	£9,500	1 year	Efficiency / expediency in relation to process		Table 1 of the Rules - Low Value Quotation £5k to <£25k process	A review of the approach to recruitment and selection for JNC Officers is currently underway. On conclusion of this review, and following recommendations and approval via CLT, a tendering activity will commence to procure the chosen approach to future JNC assessments. A 12 month waiver proposed here will allow for the conclusion of this.	
Home Connection Lettings – Choice Based Lettings Database	A database for the housing team used for lettings. Hosting and Support agreement. The HCL database will store up to 100'000 client properties and 50'000 registered users	Digital and Customer Services	£44,000	1 year	Request for noting for transparency as a formal Breach of the Rules	Avoidance of reputational damage	Request for noting for transparency as a formal Breach of the Rules	Contract expiry review is being undertaken on a regular basis to ensure effective procurement planning.	Breach reported due to retrospective procurement.
Technology Forge CAFM licence subscriptions	Technology Forge CAFM licence subscriptions	Digital and Customer Services	£49,648	1 year	Request for noting for transparency as a formal Breach of the Rules	Avoidance of reputational damage	Request for noting for transparency as a formal Breach of the Rules	Contract termination notice provided therefore this contract will not auto-renew next year.	Termination deadline for the contract was missed meaning an enforceable 12-month rollover clause was indited.
Technology Forge Housing licence subscriptions	Technology Forge Housing licence subscriptions	Digital and Customer Services	£11,542	1 year	Request for noting for transparency as a formal Breach of the Rules	Avoidance of reputational damage	Request for noting for transparency as a formal Breach of the Rules	Contract termination notice provided therefore this contract will not auto-renew next year.	Termination deadline for the contract was missed meaning an enforceable 12-month rollover clause was indited.

Development of Birmingham City Observatory	System Development support with Datopian for the hosting of the Birmingham Data Factory	Strategy Equality & Partnerships	£59,000	4 years	Request for noting for transparency as a formal Breach of the Rules		Request for noting for transparency as a formal Breach of the Rules	The contract will run co-terminus with the Council plan i.e. to 2026. During this time the continued requirement for the City Observatory and this platform will be reviewed in line with the Council priorities.	The purchase of proprietary or patented Supplies or materials or Services which, are obtainable only from one supplier, and where no reasonably satisfactory alternative is available. Whereby a change cannot be reasonably made in the case of a business- critical system and/or strategic ICT solution (with proprietary licensing therein) for technical reasons such as, interchangeability and / or interoperability with existing back-office solutions and infrastructures
Highway Maintenance and Management PFI Restructuring Support	Specialist external advocacy, legal advice and support for resolution of settlement issues, expert advice (including technical and commercial expert advice) and contract restructuring and litigation advice in relation to potential disputes.	City Operations	£875,000	4 months	Request for noting for transparency as a formal Breach of the Rules		Waiver of Table 1 in the Rules	A new contract will be advertised in Find a Tender, Contracts Finder and www.finditbirmingham.com and a tender process will be commenced using the open procurement route.	
Home to School Transport Guides	The provision of trained adult guides to escort or accompany children with additional support needs aged 0 – 25 to an agreed education establishment	Education and Skills	£499,000	3 months	Request for noting for transparency as a formal Breach of the Rules		Request for noting for transparency as a formal Breach of the Rules	A strategy report will be taken to Cabinet that will set out the future operating model for pupil guide services	Immediate Negotiation required to secure a solution.
Pre Employment Check Service	Pre employment check services carried out by a third party on behalf of the council to ensure that they are legally compliant with new legislation in undertaking identification checks, carrying out reference checks and other pre employment checks as required depending on the role.	Council Management	£65,000	6 months	Time constraints beyond the control of the Council	Avoidance of reputational damage	The areas highlighted above are required in relation to speed and efficiency, new legislation comes in to force on the 1 October in relation to how organisations must process pre employment ID checks and therefore the requirement is to have a system in place to be able to undertake this activity to ensure legislative compliance.	A procurement exercise will be completed in line with procurement rules prior to the end of the waiver	
Welcome Home Service - Home from Hospital	The Home from Hospital Support Service is a "Welcome Home Service" providing support to Birmingham citizens being discharged from hospital, as well as enabling their discharge. It is delivered by volunteers and Aftercare Coordinator staff (depending on the complexity of cases), supporting citizens to prevent a future readmission to hospital, as well as to ensure that citizens can be released from hospital and returned home at the earliest opportunity.	Adult Social Care	£145,000	6 months	Time constraints beyond the control of the Council		Clause 4.59 of the Procurement and Contract Governance rules in order to be able to then follow the negotiated procedure.	During the period that this waiver is requested for a commissioning strategy will be completed as well as a full tender process for a service that incorporates this one but also expands the offer to cover the areas identified by the ICB such as hospital avoidance and support to remain in the community post discharge.	
Interim HR Project Manager (Pay and Reward)	This role is to replace a Project Manager who left the Council on 5 August. This role is vital to the delivery of the Job Evaluation Programme within Total Reward.	Council Management	£90,400	6 months	Request for noting for transparency as a formal Breach of the Rules		Request for noting for transparency as a formal Breach of the Rules	Compliant recruitment will be performed for any further recruitment that is required for this post. CPS are to be engaged on this as required.	Appropriate approval not sought to utilise framework.

EMERGENCY PROCEDURE

Title	Description	Directorate	Procurement Category	Whole Contract Value	Reason for Emergency	Contact Name	Approver	Date Approved	Recommendation
Procurement Implication for short term contracts to support private sector landlords temporary accommodation solutions	To set out the procurement process followed to date, options considered for the interim contracting approach and recommendations along with draft briefing note for the Cabinet Members.	City Housing	Place		Progress the award of new short-term block and framework contracts with existing providers for up to a period of 12 months (with a 28-day termination clause for both parties) in line with the emergency process in the PCGR and under PCR15 Regulation 32 (2) "The negotiated procedure without prior publication may be used for public works contracts, public supply contracts and public service contracts in any of the following cases (b) where the works, supplies or services can be supplied only by a particular economic operator for any of the following reasons (ii) competition is absent for	Gary Messenger / Dean Billingham / Haydn Brown	Cllr Sharon Thompson, CM Housing & Homelessness and Cllr Yvonne Mosquito, CM Finance and Resources	12/08/2022	The timing of the Cabinet report means that it will be retrospective, allowing proactive action to be taken to manage the situation and report these to Cabinet when appropriate in Oct / Nov 2022.

NEGOTIATED PROCEDURE REPORTS

Title	Reason for Applying Negotiated Procedure	Directorate	Contract Duration	Whole Contract Value	Company Awarded to
NP - Energy Rebate Post Office Voucher Scheme	Sole supplier that could issue the estimated number of vouchers within the deadline stated. The Council has until 30 September to make all eligible payments and the Post Office can process up to 22,000 a week. The use of the voucher scheme is also stipulated in guidance issued by the DLUC	Digital and Customer Services	3 months	£175,000	Post Office Ltd
NP - Go1 health literacy e-learning	Hays are the only contractor (as identified in our market investigation) who can meet the Council's requirement as they are the only provider who can offer this service within the time-frame to the necessary level of bespoke detail required. Additionally, as they have a pre-existing relationship with the council, we already facilitate the rollout of their platform through our HR activities. Therefore, no further or new tools or platforms will need to be tested for capability/usability. Additionally, Hays/Go1 host and own bespoke existing content on their platform which can be adapted for this project. No other provider has access to this content and as such is able to offer this option.	Public Health	1 year	£20,000	Go1
NP - Stewarding Advisory Services for the Commonwealth Games 2022	Given these activities are of a specialised nature, there is only one contractor with the necessary capacity and availability that can meet the Council's requirements with the ability to commence the services to meet the fixed deadline for delivery.	Commonwealth Games		£80,508	Massive (UK) Ltd
NP - Administration and Resources for Department of Works and Pensions Initiatives	There is an unprecedented amount of demand on the Benefit Service due to the impact of the cost of living fuel prices, continued impact from covid and DWP initiatives. This is not of the Council's making, to provide this service as failure to take action and to not have a continued experienced resource service for support could result in the Council not being able to discharge its statutory duties and leave the service unable to deal with the increased demand for benefits. There is currently a backlog of applicants who are not receiving their housing benefit/council tax support or local welfare. With Nottingham Revenues and Benefits Ltd the Council have staff provided that would not require a period of training and delay the processing of the applications. And the Council need to ensure this resource is in place whilst a compliant tender process is jointly undertaken	Digital and Customer Services	4 months	£100,000	Nottingham Revenue and Benefits Ltd

Title	Reason for Applying Negotiated Procedure	Directorate	Contract Duration	Whole Contract Value	Company Awarded to
NP - Energy Rebate Post Office Voucher Scheme	Sole supplier that could issue the estimated number of vouchers within the deadline stated. The Council has until 30 September to make all eligible payments and the Post Office can process up to 22,000 a week. The use of the voucher scheme is also stipulated in guidance issued by the DLUC	Digital and Customer Services	3 months	£25,000	Post Office Ltd
NP - City Readiness Advisory Support for the Commonwealth Games 2022	These activities are of a specialised nature, there is only one contractor with the necessary capacity, experience and availability that can meet the Council's requirements with the ability to commence the services to meet the fixed deadline for delivery.	Commonwealth Games	1.5 months	£15,000	McLean Projects and Events Ltd
NP - Development of Birmingham City Observatory	Dataopian as a supplier already provide the CKAN product to BCC. We are negotiating additional capacity as a one off to support the launch of the new platform	Strategy Equality & Partnerships	4 years	£59,000	Dataopian
NP - Supply, Installation and Maintenance of Electrochlorination Units at Various Leisure Centres	As a result of market investigation undertaken, this proposed contract is for the purchase of proprietary or patented supplies and services which is obtainable only from one supplier, and no reasonably satisfactory alternative is available.	City Operations	2 years	£90,000	Crystal Water Technology Ltd
NP - Community Engagement Review	We have identified a provider that has relevant experience and skills with the capacity to deliver within our requirements and timescales. Bringing in outside expertise allows us to challenge and BE challenged as part of this understanding. It will allow us to showcase what is working well, understand what is not and clearly identify what's missing. It will also provide vital feedback on how to ensure we utilise reduced resources to maximum effect by streamlining our approach and illuminating duplication.	Strategy Equality & Partnerships	6 months	£50,000	Collaborate CIC
NP - Upgrade print software to Planet Press Connect	The purchase of a named product required to be compatible with an existing installation of Planet Press.	Council Management	5 years	£104,004	Pitney Bowes Ltd
NP - Quality Standards for non-commissioned Supported Exempt Accommodation contract - P0927	They are the only organisation with the knowledge and expertise to deliver the Quality Standards for Supported Exempt Accommodation Birmingham, and they have developed a unique product for this purpose.	City Housing	7.5 months	£158,098	Birmingham Voluntary Service Council
NP - Birmingham 2022 Countdown Clock De-rig and Relocation	The activities are of a specialised nature which can only be effectively carried out by only one supplier	Commonwealth Games		£43,574	XXK Projects Ltd

Birmingham City Council

Resources Overview and Scrutiny Committee

Date: 17 November 2022



Subject: Planned Procurement Activities Reports
Report of: Assistant Director - Procurement
Report author: Steve Sandercock, Assistant Director, Procurement

1 Purpose

- 1.1 To present the Planned Procurement Activities Reports considered at Cabinet on 8th November 2022.

2 Recommendations

- 2.1 To consider and note the reports.

3 Appendices

- 3.1 Key Decision Planned Procurement Activities (November 2022 – January 2023)
- 3.2 Key Decision Planned Procurement Activities (December 2022 – February 2023)

Birmingham City Council

Report to Cabinet

Date: 11th October 2022



Subject: KEY DECISION PLANNED PROCUREMENT ACTIVITIES (NOVEMBER 2022 – JANUARY 2023) AND QUARTERLY CONTRACT AWARDS (APRIL – JUNE 2022)

Report of: ASSISTANT DIRECTOR – PROCUREMENT

Relevant Cabinet Member: Councillor Yvonne Mosquito, Finance and Resources

Relevant O & S Chair(s): Councillor Akhlaq Ahmed, Chair of Resources O & S

Report author: Steve Sandercock, Assistant Director, Procurement
Email Address: steve.sandercock@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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 010572/2022		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, provide exempt information paragraph number or reason if confidential : 3. Information relating to the financial or business affairs of any particular person (including the council)		

1 Executive Summary

- 1.1 This report provides details of the planned procurement activity for the period November 2022 – January 2023 which are key decisions 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 2022 – June 2022.

2 Recommendations

- 2.1 To approve the planned procurement activities as set out in Appendix 1 and approve Chief Officer delegations, set out in the Constitution, for the subsequent decisions around procurement strategy.
- 2.2 Notes the contract award decisions made under Chief Officers delegation during the period April 2022 – June 2022 as detailed in Appendix 4.

3 Background

- 3.1 The report approved by Council Business Management Committee on 16 February 2016 set out the case for introducing this process.
- 3.2 At the 12th July 2022 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 for key decisions 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.
- 3.3 In line with the Procurement and Contract Governance Rules 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.
- 3.4 This report sets out the planned procurement activity over the next few months where the contract value is between the procurement threshold £177,897.50 (excluding VAT) and £10m (excluding VAT) for key decisions. 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.
- 3.5 It should be noted that the procurement threshold has changed from £189,330 to £177,897.50 (excluding VAT) and applies from 1st January 2022 for a period of 2 years.
- 3.6 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.
- 3.7 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.

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

4 Options considered and Recommended Proposal

- 4.1 The options considered are:

- To identify specific individual procurements as listed in appendix 1 for further consideration, along with clear reason(s) for such additional consideration, to Cabinet around the procurement strategy and contract award .
- To approve the planned procurement activities for all the projects listed in appendix 1 and approve Chief Officer delegations as set out in the Constitution, for the subsequent decisions around procurement strategy and contract awards.– this is the recommended option

5 Consultation / Engagement

- 5.1 This report to Cabinet is copied to Cabinet Support Officers and to Resources Overview & Scrutiny Committee and therefore 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.

6 Risk Management

- 6.1 Members should note that in respect of any procurement projects which are sought to be referred back to Cabinet for further considerations these may impact on timescales around the delivery of those projects.
- 6.2 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 Members are reminded that as a Local Authority the Council has specific duties under public sector procurement, specifically the Public Contract Regulations 2015.

- 7.2.2 Specific details of any implications related to public sector procurement Regulations are set out- in the individual reports appended to this report.

7.3 Financial Implications

- 7.3.1 Specific details of how decisions will be carried out within existing finances and resources will be set out in the individual reports.
- 7.3.2 Any cashable savings generated as a result of the procurement exercises are detailed in Appendix 2 to the delivery of procurement related savings and be removed from Directorate where identified in addition to the existing service area savings target as set out in the Medium Term Financial Plan (MTFP) in line with the principles to treatment of identified savings against third party contracts as agreed by CLT on 24th January 2022.

7.4 Procurement Implications (if required)

- 7.4.1 As noted under the Legal Implications the Council has a duty to ensure that public sector procurement activity is in line with public sector legislation, specifically the Public Contracts Regulations 2015.
- 7.4.2 For each of the individual projects the specific procurement implications associated to the legislation are set out and 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 which should also give consideration to application of Equality Impact Assessments in line with Council Policy

8 Background Documents

- 8.1 List of Appendices accompanying this Report (if any):
- 1. Appendix 1 - Planned Procurement Activity November 2022 – January 2023
 - 2. Appendix 2 – Background Briefing Paper
 - 3. Appendix 3 – Exempt Information
 - 4. Appendix 4 – Quarterly Awards Schedule (April 2022 – June 2022)

APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (NOVEMBER 2022 – JANUARY 2023)

No.	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
1	Approval to Tender Strategy	Genealogy Services	TBC	For the provision of National and International genealogy services for the purpose of locating next of kin in order that the Council can comply with its statutory obligations in arranging dignified Public Health Funerals. Where no next of kin is immediately identified the case will be referred to an accredited Genealogist, Family Research and Probate Company to commence a search for family members who need to be notified of the death and provided the opportunity to take over the funeral arrangements.	5 years	Adult Social Care	Health and Social Care	Yusuf Shaibu	Mike White / Stuart Follows	01/12/2022
2	Strategy / Award	Provision of ERP Functional Support	TBC	The provision of ERP functional support, advice, roadmap management, knowledge transfer, configuration, enhancements, audit, account management, minor and major projects and service requests.	2 years	Digital and Customer Services	Digital, Culture, Heritage and Tourism	Lee Bickerton	Ian Badger / Jake Smith	01/12/2022
3	Strategy / Award	Administrative Replacement Process in respect of the Confirm IG Highways Management Information Systems (MIS System)	TBC	The Highways Management Information Systems (MIS) is used to underpin the day-to-day operation of the Highways Maintenance and Management PFI contract, as well as other core Highway Service activities, which in turn enables the council to fulfil its statutory and regulatory responsibilities as Highway Authority.	7 years	City Operations	Digital, Culture, Heritage and Tourism	Carl Tomlinson	Mark Shelswell / Dan Gaiger	01/12/2022
4	Strategy / Award	Corporate telephony – Operator Connect	TBC	The new platform (MS Teams with Operator Connect) that will replace Cisco, tightly integrates into MS Teams, which is currently used by the majority of council staff and will create a more seamless user experience when making external calls and online meetings (conference calls) from within the MS Teams platform. The platform will also support the NWOW programme's and simplify the administration for IT&D and the wider user base through the consolidation into MS Teams.	3 years, 6 months	Digital and Customer Services	Digital, Culture, Heritage and Tourism	Lee Bickerton	Claire Banks / Dan Gaiger	01/12/2022
5	Approval to Tender Strategy	The delivery of specialist City-Wide out-reach services for Pupils with Vision Loss educated in Birmingham	TBC	The Specialist services comprises of three separate services: <u>Habilitation</u> - to develop a Children and Young Person's(CYP) personal mobility, navigation and independent living skills to maximise their independence, improve their confidence, well-being and self-esteem and prepare the CYP for their future adult lives: <u>Specialist ICT</u> - aims to ensure the provision of ICT solutions for pupils with a vision loss in schools across the City. Provides for pupil's independent use of ICT solutions to support their access to curriculum learning and inclusion in wider school activities. <u>Reprographics</u> - in liaison with QTVIs to ensure the provision of modified and tactile resources to learners to build appropriate skills and have the resources to access their learning.	3 years with the option to extend for an additional 2 years	Education and Skills	Children, Young People and Families	Clare Sandland	David Bridgman / Henrietta Jacobs	01/12/2022
6	Approval to Tender Strategy	The Domestic Abuse Housing Solution and Support Service	TBC	A Domestic Abuse Housing Solutions and Support Hub for those who are homeless or threatened with homelessness due to domestic abuse. The service will undertake statutory housing needs assessments and deliver homelessness prevention and relief duties in accordance with the Housing Act 1996, as amended by the Homelessness Reduction Act 2017.	3 years with the option to extend for a further 12 months	City Housing	Housing	Andrew Healey	Richard Labran / Marie Kennedy	01/12/2022

APPENDIX 2

BRIEFING NOTE ON PLANNED PROCUREMENT ACTIVITIES **CABINET – 11th October 2022**

Title of Contract	Genealogy Services
Contact Officers	Assistant Director: John Williams – Assistant Director, Adult Social Care Client Officer: Mike White – Service Manager, Funerals and Protection of Property & Transport Operations Procurement Officer: Stuart Follows – Assistant Category Manager
Briefly describe the service required	For the provision of National and International genealogy services for the purpose of locating next of kin in order that the Council can comply with its statutory obligations in arranging dignified Public Health Funerals. Where no next of kin is immediately identified the case will be referred to an accredited Genealogist, Family Research and Probate Company to commence a search for family members who need to be notified of the death and provided the opportunity to take over the funeral arrangements. The Council will provide information to the chosen supplier regarding the deceased for the purpose of locating a relative to assist the council in arranging a funeral for the deceased.
What is the proposed procurement route?	A procurement process for a concession contract below the procurement threshold will be undertaken and advertised in Contracts Finder and www.finditinbirmingham.com
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There are no existing contract arrangements in place.
Will any savings be generated?	This is income-generating.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as there is not the resources within the Council to provide these services.
How will this service assist with the Council's commitments to Route to Zero?	Tenderers will be required to demonstrate how their proposed solution will assist in reducing their carbon footprint in their submission to be evaluated as part of the tender process.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	While not directly assisting in the Everybody's Battle, Everybody's Business, the genealogy service provides a regulatory requirement enabling the service with regards to the deceased for the purpose of locating a relative to assist the council in arranging a funeral for the deceased.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	Under Section 46 of the Public Health (Control of Disease) Act 1984 (the Act) – Disposal of Dead Bodies.
What budget is the funding from for this service?	This is income-generating with the funds going into the Funerals and Protection of Property, Adult Social Care budget.
Proposed start date and duration of the new contract	The proposed start date is February 2023 for a period of 5 years.

Title of Contract	Provision of ERP Functional Support
Contact Officers	Director / Assistant Director: Peter Bishop – Director, Digital and Customer Services Client Officer: Ian Badger, Head of Application Support Procurement Officer: Jake Smith, IT Category Manager
Briefly describe the service required	The provision of ERP functional support, advice, roadmap management, knowledge transfer, configuration, enhancements, audit, account management, minor and major projects and service requests.
What is the proposed procurement route?	The proposed route to market will be via NHS SBS Cloud Solutions Framework (SBS/18/NH/WAR/9333). This will be under Lot 3 Cloud Support Services which includes real time support, access to professional expertise plus a wide range of ongoing or ad hoc specialist support services.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing arrangement is the Managed Service Provider contract with Version 1. This expires on the 15 th March 2024. However, this contract is geared primarily towards incident management and break-fix response for the Oracle solution, as is being leveraged instead for resourcing requirements and consultancy – thus an alternative arrangement for delivery of consultative resource is required.
Will any savings be generated?	This enables the £2m saving from our existing ERP support.
Has the In-House Preferred Test been carried out?	Yes – the capacity and capability are not available within the Council. This is a short-term solution, the longer-term strategy is to recruit an in-house dedicated team, so that we can phase out this model.
How will this service assist with the Council's commitments to Route to Zero?	The proposed solution supports the standardisation, efficiency, and digitalisation of our HR Finance and Procurement business processes e.g., removing paperwork held manually.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	The required activities support tackling inequalities as per BCCs Equality Strategy and Action Plan. The activities i.e., supporting payroll of 40,000 + are critical in underpinning 'Equality', 'Diversity', 'Equity', 'Inclusion' and 'Belonging'.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	There is a statutory duty to provide this service. This supports 40,000 + employee payroll, as well as all funds in and out of BCC. The service is critical to ensuring the Council's ERP solution is sufficiently supported and maintained.
What budget is the funding from for this service?	This is funded from the IT & Digital services Directorate Staffing budget, as per agreement with Client Officer and Finance Business Partner.
Proposed start date and duration of the new contract	The proposed start date is 1 st January 2023 for a period of 24 months.(1+1).

Title of Contract	Administrative Replacement Process in respect of the Confirm IG Highways Management Information Systems (MIS System)
Contact Officers	Director / Assistant Director: Kevin Hicks, Assistant Director Client Officer: Mark Shelswell, Procurement Manager Procurement Officer: Dan Gaiger, IT Category Manager
Briefly describe the service required	<p>The Highways Management Information Systems (MIS) is used to underpin the day-to-day operation of the Highways Maintenance and Management PFI contract, as well as other core Highway Service activities, which in turn enables the council to fulfil its statutory and regulatory responsibilities as Highway Authority.</p> <p>The MIS system is Brightly's Confirm Asset Management product and was originally provided via the Service Provider of the Highways Maintenance and Management PFI for the full 25-year duration of the PFI contract.</p> <p>Due to concerns over transparency and access to council data, the decision was taken via Cabinet in June 2021 to move the system away from the Service Provider and back under direct council control.</p> <p>An Administrative Replacement Process is required to enable provision of the Brightly Confirm MIS for the balance of the PFI Contract lifespan (13 years), onboarding it into the BCC environment and appropriately aligning it to internal Administrative Replacement procedures.</p> <p>Any significant disruption in provision of the system for the remainder of the term of the PFI Contract could lead to claims being brought against the Council by the Service Provider as such disruption would significantly hamper their ability to deliver the services they have been contracted to provide under the Highways Maintenance and Management PFI Contract.</p> <p>It should be noted that an Asset Management system with the same functionality would be required if the council chose not to continue with the Highway Maintenance and Management PFI and instead elected for a different delivery model.</p>
What is the proposed procurement route?	The proposed route to market will be via an appropriate National Framework Agreement and Lot, that facilitates a direct award to Softcat PLC who have a sole UK reseller arrangement with the solution provider.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There is an existing contract with Brightly acquisitioned Confirm Software Solutions, and the proprietary licensing and the contract is due to lapse in 2023 to allow the Administrative Replacement Process to be undertaken.
Will any savings be generated?	No cashable savings will be generated by this project.
Has the In-House Preferred Test been carried out?	We do not have the in-house testing capacity and expertise.
How will this service assist with the Council's commitments to Route to Zero?	N/A, as this is a software solution support and maintenance service requirement.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	While not directly assisting in the Everybody's Battle, Everybody's Business, the IG Highways MIS is a key enabling system between the Council and the Council's PFI provider.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	Yes, Highways Act 1980, New Roads and Street Works Act 1991, Traffic Management Act 2004.
What budget is the funding from for this service?	This is funded from the PFI budget.
Proposed start date and duration of the new contract	The proposed start date is 1 st January 2023 for a period of 7 years (5+2).

Title of Contract	Corporate telephony – Operator Connect
Contact Officers	Director / Assistant Director: Cheryl Doran, Assistant Director & CIO, Digital and Customer Services Client Officer: Claire Banks, Project Manager Procurement Officer: Dan Gaiger, IT Category Manager
Briefly describe the service required	<p>The current Cisco Corporate telephony platform supports the delivery of key statutory services to the public such as Revs & Bens, Housing, Highways in addition to providing the back-office telephony system for the council used by 4,500 council staff.</p> <p>The new platform (MS Teams with Operator Connect) that will replace Cisco, tightly integrates into MS Teams, which is currently used by the majority of council staff and will create a more seamless user experience when making external calls and online meetings (conference calls) from within the MS Teams platform.</p> <p>The platform will also support the NWOW programme's and simplify the administration for IT&D and the wider user base through the consolidation into MS Teams.</p> <p>It should be noted that this procurement only covers the back-end connectivity and call plans. The front-end licences are covered under the Microsoft Enterprise Agreement.</p>
What is the proposed procurement route?	The proposed route to market will be via a compliant regional or national framework agreement.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract providing Cisco Corporate Telephony Services via Capita expires on 30 th March 2023.
Will any savings be generated?	Any cashable savings generated will contribute to the existing service area savings target as set out in the MTFP for Application Rationalisation.
Has the In-House Preferred Test been carried out?	This is not applicable as the service being procured is predominantly hosted.
How will this service assist with the Council's commitments to Route to Zero?	The solution is Cloud Hosted and so will not increase the council's current carbon footprint for IT hosted services.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	While not directly assisting in the Everybody's Battle, Everybody's Business, the telephony platform provides a key enabling service to enable voice call and collaboration with external customers, partners and suppliers to the council.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	No. However the platform supports the delivery of key statutory services via (i.e. Adults, Children's, Housing, Revs & Bens etc) through the provision of back office telephony services
What budget is the funding from for this service?	The ongoing funding for the service is contained within the IT&D 3 rd Party Contract Base Budgets. The project delivery costs for the service are held within the IT&D BEP Capital funds allocated to telephony.
Proposed start date and duration of the new contract	The proposed start date is December 2022 for a period of 3 years / 6 months, with the option for 3 plus one extensions.

Title of Contract	The delivery of specialist City-Wide out-reach services for Pupils with Vision Loss educated in Birmingham
Contact Officers	Director / Assistant Director: Sue Harrison, Director – Children and Families Client Officer: Procurement Officer: Henrietta Jacobs, Assistant Category Manager
Briefly describe the service required	<p>The Specialist services comprises of three separate services:</p> <ul style="list-style-type: none"> • Habitation • ICT • Reprographics <p>The remit of the services is: -</p> <p><u>Habitation</u> To develop a Children and Young Person's(CYP) personal mobility, navigation and independent living skills to maximise their independence, improve their confidence, well-being and self-esteem and prepare the CYP for their future adult lives: Through close working with Qualified Teachers of children and young people with a vision impairment (QTVIs) to ensure pupils are prepared for their future independent adult lives.</p> <p><u>Specialist ICT</u> Aims to ensure the provision of ICT solutions for pupils with a vision loss in schools across the City. Provides for pupil's independent use of ICT solutions to support their access to curriculum learning and inclusion in wider school activities. Working in close liaison with QTVIs to ensure pupils are appropriately equipped for their assistive technology needs and skills to be increasingly independent learners.</p> <p><u>Reprographics</u> In liaison with QTVIs to ensure the provision of modified and tactile resources to learners to build appropriate skills and have the resources to access their learning. The Reprographics service provides specialist support for tactile learners.</p>
What is the proposed procurement route?	An open procurement exercise will be undertaken advertised on In-tend, Find a Tender Service, Contracts Finder and www.finditinbirmingham.com .
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The SLA expired in April 2021. The service has continued to be provided by Priestley Smith pending the outcome of the procurement process.
Will any savings be generated?	No cashable savings will be generated by this project.
Has the In-House Preferred Test been carried out?	Yes. Following an extensive review of the Specialist Out-Reach services, moving the services In-House was considered but ultimately ruled out.
How will this service assist with the Council's commitments to Route to Zero?	Tenderers will be required to demonstrate how their proposed solution will assist in reducing their carbon footprint in their submission to be evaluated as part of the tender process.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	While not directly assisting in the Everybody's Battle, Everybody's Business, the Outreach service provides a regulatory requirement enabling the service with regards to providing a city wide specialist out-reach for pupils with vision loss to be educated in Birmingham.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	There isn't a Statutory duty to provide this Service for pupils with an EHCP. However, the service is required to ensure the Council appropriately supports all children and young people with vision loss educated in Birmingham.
What budget is the funding from for this service?	This is funded from the Access to Education budget.
Proposed start date and duration of the new contract	The proposed start date is 1st March 2023 for a period of 3 years with option to extend for a further 2 years.

Title of Contract	The Domestic Abuse Housing Solution and Support Service
Contact Officers	Director / Assistant Director: Gary Messenger, Assistant Director of City Housing Services and Support Client Officer: Richard Labran, Housing Modernisation & Strategy Manager Procurement Officer: Marie Kennedy / Manjit Samrai
Briefly describe the service required	A Domestic Abuse Housing Solutions and Support Hub for those who are homeless or threatened with homelessness due to domestic abuse. The service will assist the Council in meeting its duties under the Homelessness Reduction Act 2017. The service will also support the Council in its ambitions to achieve Domestic Abuse Housing Alliance Accreditation (DAHA) and will therefore adopt a rights-based approach to support that facilitates access to a range of domestic abuse and wider support services in line with DAHA's values and principles, which include safety led case management, survivor led-support, perpetrator accountability, and intersectional and anti-racist practice.
What is the proposed procurement route?	A tender process will be commenced using the open procurement route advertised in Find a Tender, Contracts Finder and www.finditinbirmingham.com
What are the existing arrangements? Is there an existing contract? If so when does that expire?	Presently there is an arrangement in place with Birmingham and Solihull Women's Aid for the delivery of a specialist DA Housing Solutions Hub which undertakes HNA's, fulfils homelessness prevention and relief duties, and facilitates access to services commissioned under Adult Social Care's DA Wellbeing Hub, however this is not under formal contract. This existing DA Housing Solutions Hub is funded via the Homeless Prevention Grant and in terms of use of spend had cabinet approval until 31 March 2023. A cabinet report and waiver request for notifying for transparency as a formal breach of the rules will be presented at November's Cabinet Meeting.
Will any savings be generated?	No cashable savings will be generated by this project.
Has the In-House Preferred Test been carried out?	The In-House Preferred Test has been carried out however it is considered BCC provision is not established to manage the level of vulnerability of women presenting, the specialist requirements associated with DA, and the increased expectations relating to service provision arising from the Domestic Abuse Act 2021. The Act expects greater prevention, specialist provision, and priority given to people experiencing homelessness as a result of DA.
How will this service assist with the Council's commitments to Route to Zero?	The DA Housing Solutions and Support Hub will be centrally located and easily accessible via public transport for walk-in appointments, as well as accessible online and by phone where it is safe for the victim to interact and talk. By ensuring the service is digitally accessible, and that housing needs assessments can be delivered via telephone, this will further reduce the need for transport into the city. Furthermore, service delivery will allow for paperless processes where appropriate, such as making online referrals to support agencies, completing online benefit forms, or online forms for protective orders.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	The DA Housing Solutions and Support Service will be open to people of all races and ethnicities, in order to ensure fair access, there will be an expectation of language specific support when required, as well as pathways to culturally specific DA related support services that exist across the city. Additionally, the service will be expected to adopt the Domestic Abuse Housing Alliance approach to anti-racist and intersectional practice. Furthermore, where possible this service will adopt a safety and survivor led rights based approach to address gender specific issues, such as pursuing civil remedies to prevent the disproportionate amounts of women and children who have to flee their home or feel unsafe to return to it.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	The Council is under a statutory duty to undertake homelessness prevention and relief duty activities. These duties are legislated for through the Housing Act 1996 as amended by the Homelessness

	Reduction Act 2017. Furthermore, the Domestic Abuse Act 2021 has given greater homelessness priority to domestic abuse victims.
What budget is the funding from for this service?	This service will be funded from the Homelessness Prevention Grant.
Proposed start date and duration of the new contract	The proposed start date is 1st June 2023 for a period of 3 years with the option of a year's extension however the contract will be subject to annual funding and performance. If possible and if time allows within the procurement cycle this start date might be brought forwards to 1st April 2023.

APPENDIX 4 - QUARTERLY CONTRACT AWARD SCHEDULE (APRIL 2022 – JUNE 2022)

Type of Rep	Title of Procurement	Ref	Brief Description	Contract Durat	Directorate	Portfolio Finance and Resources	Finance Officer	Contact Nam	Comments - including any request from Cabinet Members for more details	Contractor(s) Awarded to	Value of Contracts	Chief Officer	Actual Gi Live date
Delegated Award Report	Provision of an Enforcement Officer Service	P0726	A service is required for the issuing of Fixed Penalty Notices on behalf of the Council for offences such as littering, smoking in smoke free areas, dog fouling and anti-social behaviour within Birmingham City Centre.	4 years	City Operations	Environment	Carl Tomlinson	Russell Davey / David Gollidge	Presented to Cabinet for info 19/01/2021. Approval to Tender Strategy signed 05/03/2021 and delegated the award to CO. Delegated Award Report signed 05/04/2022.	Waste Investigations Support and Enforcement Ltd	£1,750,000	Steve Sandercock / Rob James	16/05/2022
Strategy / Award	Personal Protection Equipment and Workwear	P0469-2021	The supply of personal protective equipment (PPE) and workwear which includes clothing, footwear and accessories (such as ear protection) for Council departments.	4 years	Council Management	Finance and Resources	Lee Bickerton	Andrea Webster	Presented to Cabinet for info 20/04/2021. Strategy / Award Report signed 12/04/2022.	SMI Int Group Ltd t/a SMI	£2,500,000	Steve Sandercock	20/07/2022
Delegated Award Report	Vulnerable Adults Support Worker Framework Agreement	P0795	Framework Agreement for the provision of housing and wellbeing support to prevent crisis provision or homelessness to the vulnerable groups listed below. The client groups are: <ul style="list-style-type: none"> Young People (16-25yrs) Adults 25yrs plus (Single and Couples) Victims of Domestic Abuse Adults with Complex Needs Ex-Offenders 	4 years	Adults Social Care	Health and Social Care	Andrew Healey	John Hardy / Marie Kennedy	Presented to Cabinet for info 29/06/2021. Approval to Tender Strategy signed 22/12/2021 and delegated the award to CO. Delegated Award Report signed 21/04/2022.	<p>Lot 1 - Young People aged 16-24 years old</p> <ul style="list-style-type: none"> St Basils Spring Housing Association Trident Reach the People Charity Richmond Fellowship The Riverside Group Ltd <p>Lot 2 - Adults aged 25 years and over</p> <ul style="list-style-type: none"> Trident Reach the People Charity Spring Housing Association Craneclough SIFA Fireside Richmond Fellowship The Salvation Army The Riverside Group Ltd 	Up to £9,000,000	Steve Sandercock / Graeme Betts	01/05/2022
Strategy / Award - Amendment	Telecare Services	P0914	There is a requirement for various technology enabled care and associated ancillary equipment to enable vulnerable adult citizens to live safe, healthy, happy independent lives within their own homes or supported living which can improve the quality and efficiency of care to maintain their well-being, maximise their independence, and reduce their need for the delivery of intrusive care and support services. The equipment includes telecare alarm units / devices and pagers, movement detectors / sensors GPS devices, telecare mobile phones, environmental devices.	4 years	City Housing	Housing	Carl Tomlinson	Tracy Lee / Manjit Samra	Presented to Cabinet for info 14/12/2021. Strategy / Award Report signed 04/04/2022.	<ul style="list-style-type: none"> Alcuris Ltd Appello Smart Living Solutions Limited Chiptech International Ltd Chubb Systems Ltd eft System Enovation Group GDS Digital Legend Oysta Technology Secureshield Tunstall Healthcare (UK) Ltd Doro 	£1,960,000	Julie Griffin / Steve Sandercock	01/09/2022
Delegated Award Report	Working with the private sector to deliver temporary accommodation solutions	P0754	For the provision of Working with the Private Sector to deliver Temporary Accommodation Solutions.	10 years	City Housing	Housing	Andrew Healey	Stephen Philpott / Marisa Bell / Dean Billingham	Cabinet approved the Tender Strategy for the provision of Working with the Private Sector to Deliver Temporary Accommodation Solutions approved by Cabinet Members on 10th November 2020 and delegated the award to CO. Delegated Award Report signed 05/04/2022.	<ul style="list-style-type: none"> Apex Property Services Centennial Property Ltd Claremont Living Ezzi Letting Solutions Ltd Kwik Let Properties Metropolitan Surveyors Ltd Second City Housing Ltd Select Care Solutions Ltd Weir Housing Ltd 	£15,360,000	Steve Sandercock / Julie Griffin	01/05/2022
Strategy/Award	Provision of City Dressing for the Commonwealth Games 2022	P867	to provide details of the outcome of the procurement process undertaken for the provision of further city dressing to support the Council's responsibilities for the look of the city for the Commonwealth Games 2022.	4 months	Commonwealth Games	Leader	Guy Olivant	Dan Tomlinson / Charlie Short	Presented to Cabinet for info 22/03/2022. Strategy / Award Report signed 29/04/2022.	CSM Sport & Entertainment LLP trading as CSM Live using the Birmingham Organising Committee	£1,600,000	Craig Cooper / Steve Sandercock	01/05/2022
Delegated Award Report	Birmingham & Solihull Youth Promise Plus: Specialist wrap around service for young people with mental health support needs	P0895	This service is to support young people with significant barriers and mental health needs with targeted mental health support which supplements, and 'wraps around' the ongoing employment, education and training interventions provided by other Youth Promise Plus project partners.	1 year, 7 months	Education and Skills	Education of Children and Young People	Clare Sandland	Tara Verrell / Joanne X Lewis / Sandra Asiedu	Presented to Cabinet for info 07/09/2021. Approval to Tender Strategy for the Youth Promise Plus Procurement of Specialist Services signed 08/12/2021 and delegated the award to CO. Delegated Award Report signed 29/04/2022.	<p>Lot 1 - Specialist employment, education and training provision for young people with significant barriers</p> <p>Change Grow Live (CGL)</p> <p>Lot 2 - Specialist wrap around service for young people with mental health support needs</p> <p>Better Pathways</p>	<p>£704,360.67</p> <p>£201,499.00</p> <p>Total value £905,859.67</p>	Sue Harrison / Steve Sandercock	01/08/2022
Strategy / Award	People Services Target Operating Model & Plan		Requires support from a strategic partner to further develop and implement the Target Operating Model (TOM) for People Services that will achieve delivery of a best-in-class people service.	Up to 1 year	Council Management	Finance and Resources	Lee Bickerton	Amanda Mays / Darren Hockaday / Richard Tibbatts	Presented to Cabinet for info 26/04/2022. Strategy / Award Report signed 05/05/2022.	KPMG	£850,000	Rebecca Hellard / Steve Sandercock	12/05/2022
Strategy / Award	Agile Software Engineering Services		The Council in parallel are building their internal digital capability. To support this the Council is implementing a number of strategic programmes. Field Worker programme and customer services being which now needs services of a supplier to support in key software engineering skills (where the gap in the internal team exists). A software engineering partner is required to work as development partner, via collaboratively agreed work packages and to work in conjunction internal resources, providing software engineering expertise to fill gaps in existing delivery teams, ensuring delivery of 2 x critical digital transformation projects.	2 years	Digital and Customer Services	Digital, Culture, Heritage & Tourism	Lee Bickerton	Helen Rees / Jamie Parris	Presented to Cabinet for info 22/03/2022. Strategy / Award Report signed 10/05/2022.	Redwind Consultancy	£1,300,000	Peter Bishop / Steve Sandercock	16/05/2022
Strategy / Award	For the Provision of an Oracle Fusion Managed Service Provider (MSP)		Provision of an Oracle Fusion Managed Service Provider (MSP) to enable the delivery of a support and maintenance requirement for Birmingham City Councils ERP solution.	2 years with the option to extend for a further 2 years (2+1+1)	Digital and Customer Services	Digital, Culture, Heritage & Tourism	Lee Bickerton	Jamie Parris	This contract extension has been included in the Planned Procurement Activities Report approved by Cabinet as part of the sounding out process on the 07/09/2021. Strategy / Award Report signed 10/05/2022.	Version 1 Solutions Limited	£2,339,974.00	Peter Bishop / Steve Sandercock	16/05/2022
Strategy / Award	Professional Services for Negotiation of Compensation Payments for Land Acquired by HS2	P0840	To provide professional services are required for the negotiation of compensation payments for land and buildings owned by the Council.	4 years	Place, Prosperity and Sustainability	Leader	Carl Tomlinson	Alyson S Marke-Wilson / Charlie Short	Cabinet approved the Negotiation of Compensation Payments for Land and Buildings Acquired by HS2 planned procurement activity report dated 13 October 2020. Strategy / Award Report signed 23/05/2022.	Sanderson Weatherall LLP	£800,000	Kathryn James / Steve Sandercock	01/08/2022

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
Strategy / Award	Strategic Partner Programme Support, Early Intervention and Prevention Programme	P0916	The provision of a Strategic Partner Programme Support, Early Intervention and Prevention Programme via the Crown Commercial Services.	9 months plus 2 extension options up to 1 year and another option to extend up to 4 months	Adult Social Care	Health and Social Care	Andrew Healey	Andrea Webster	Cabinet Report dated 22/03/2022, "Early Intervention and Prevention – A High Level Target Operating Model (TOM)" delegated authority to the CO's to approve any procurement strategies and subsequent contract award decisions required to support the implementation of the recommendations within that report. Delegated Award Report signed 24/05/2022.	Ernst & Young LLP (EY)	£1,396,000	Graeme Betts / Steve Sandercock	01/06/2022
Delegated Award Report	Holiday Activities and Food (HAF) – Programme Management	P0912	The provision of HAF – Overall Programme Management (OPM) Lot 1 Food Programme Management (FPM) Lot 2.	10 months with the option 4 times for an additional 12 months each extension (1+1+1+1).	Education and Skills	Children, Young People & Families	Clare Sandland	Audrey Salmon / Henrietta Jacobs	Cabinet approved the report on 22/03/2022. Delegated Award Report signed 27/05/2022.	Lot 1 - HAF – Programme Management services StreetGames UK Lot 2 - HAF – Overall Programme Management StreetGames UK Ltd	£676,520 £229,818 Total value £906,338	Sue Harrison / Steve Sandercock	23/07/2022
Strategy / Award	Professional Services to Support the Residential Property Acquisition Programme		There is a requirement for professional services to support the buying of these properties. The services to ensure the completion of the purchase include: •Sourcing of properties •Valuation of properties •Undertaking condition surveys •Negotiation of price •Manage conveyancing process	up to 4 years	City Housing	Housing	Andrew Healey	Bill Pickbourn / Dean Billingham	Presented to Cabinet for info 22/03/2022. Strategy / Award Report signed 6/06/2022.	Managed Service Provider (MSP) Reed Talent Solutions Limited (trading as Consultancy+), who will formally engage Lambert Smith Hampton	£1,518,000 plus VAT	Julie Griffin / Steve Sandercock	13/06/2022
Strategy / Award	Installation and Repair of Cabling and Audio Visual and Digital Signage		The Council has a requirement for the installation and repair of cabling, audio visual equipment and digital signage.	5 years with a break clause after years 4 and 5	Digital and Customer Services	Digital, Culture, Heritage & Tourism	Lee Bickerton	James Gregory / Jamie Parris	Presented to Cabinet for info 22/03/2022. Strategy / Award Report signed 16/06/2022.	Insight Direct UK Limited (Insight)	£3,000,000	Peter Bishop / Steve Sandercock	20/06/2022
Delegated Award Report	Ukrainian Resettlement Support Scheme		The provision of Homes for Ukraine: Coordination, Sponsor Checks & Guest Resettlement Support.	1 year minimum plus a further 12 months after the last arrival or The duration of arrivals and up to 12 months after the last arrival	Adult Social Care	Health and Social Care	Andrew Healey	Saba Rai / Marie Kennedy	Approval to enter into a Single Contractor Negotiation with Refugee Action was authorised via Cabinet on 26/04/2022 (Ukrainian Resettlement Support Scheme – Cabinet 26/04/2022) and delegated the award to CO. Delegated Award Report signed 22/06/2022.	Birmingham sponsors and Ukrainian guests	£7,251,030	Graeme Betts / Steve Sandercock	23/06/2022
Delegated Award Report	Framework Agreement for the provision of minor adaptations for disabled people	P0744	For the provision of minor adaptations for disabled people who are at risk of falls and injury within their own homes within Birmingham, irrespective of the service user's property tenure or financial background.	1 year with an option to extend, on a further + 1 year + 1 year basis.	Adult Social Care	Health and Social Care	Andrew Healey	Timsey Deb / Sandra Asiedu	Procurement Strategy Report for the Provision of Minor Adaptations for Disabled People approved on 22nd March 2021 and delegated the award to CO. Delegated Award Report signed 28/06/2022.	Lot 1 North - Able Access UK Ltd Lot 2 South - Hardyman & Co Ltd Lot 3 East - John Gillespie Contractors Ltd Lot 4 West - Bickford Construction	£3,000,000	Graeme Betts / Steve Sandercock	15/08/2022

Birmingham City Council

Report to Cabinet

Date: 8th November 2022



Subject: KEY DECISION PLANNED PROCUREMENT
ACTIVITIES (DECEMBER 2022 – FEBRUARY 2023)
Report of: ASSISTANT DIRECTOR – PROCUREMENT
Relevant Cabinet Member: Councillor Yvonne Mosquito, Finance and Resources
Relevant O &S Chair(s): Councillor Akhlaq Ahmed, Chair of Resources O & S
Report author: Steve Sandercock, Assistant Director, Procurement
Email Address: steve.sandercock@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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 010650/2022		
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 December 2022 – February 2023 which are key decisions. Planned procurement activities reported previously are not repeated in this report.
- 1.2 The report enables Cabinet to identify whether any reports for procurement activities should be brought to this meeting for specific executive decision,

otherwise they will be dealt with under Chief Officer delegations up to the value of £10m, unless TUPE applies to current Council staff.

2 Recommendations

- 2.1 To approve the planned procurement activities as set out in Appendix 1 and approve Chief Officer delegations, set out in the Constitution, for the subsequent decisions around procurement strategy and contract awards.

3 Background

- 3.1 The report approved by Council Business Management Committee on 16 February 2016 set out the case for introducing this process.
- 3.2 At the 12th July 2022 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 for key decisions 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.
- 3.3 In line with the Procurement and Contract Governance Rules 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.
- 3.4 This report sets out the planned procurement activity over the next few months where the contract value is between the procurement threshold £177,897.50 (excluding VAT) and £10m (excluding VAT) for key decisions. 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.
- 3.5 It should be noted that the procurement threshold has changed from £189,330 to £177,897.50 (excluding VAT) and applies from 1st January 2022 for a period of 2 years.
- 3.6 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.
- 3.7 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.
- 3.8 A briefing note with details for each item to be procured is listed in Appendix 2. The financial information for each item is detailed in Appendix 3 – Exempt Information.

4 Options considered and Recommended Proposal

4.1 The options considered are:

- To identify specific individual procurements as listed in appendix 1 for further consideration, along with clear reason(s) for such additional consideration, to Cabinet around the procurement strategy and contract award .
- To approve the planned procurement activities for all the projects listed in appendix 1 and approve Chief Officer delegations as set out in the Constitution, for the subsequent decisions around procurement strategy and contract awards.– this is the recommended option

5 Consultation / Engagement

- 5.1 This report to Cabinet is copied to Cabinet Support Officers and to Resources Overview & Scrutiny Committee and therefore 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.

6 Risk Management

- 6.1 Members should note that in respect of any procurement projects which are sought to be referred back to Cabinet for further considerations these may impact on timescales around the delivery of those projects.
- 6.2 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 Members are reminded that as a Local Authority the Council has specific duties under public sector procurement, specifically the Public Contract Regulations 2015.
- 7.2.2 Specific details of any implications related to public sector procurement Regulations are set out- in the individual reports appended to this report.

7.3 Financial Implications

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

- 7.3.2 Any cashable savings generated as a result of the procurement exercises are detailed in Appendix 2 to the delivery of procurement related savings and be removed from Directorate where identified in addition to the existing service area savings target as set out in the Medium-Term Financial Plan (MTFP) in line with the principles to treatment of identified savings against third party contracts as agreed by CLT on 24th January 2022.

7.4 Procurement Implications (if required)

- 7.4.1 As noted under the Legal Implications the Council has a duty to ensure that public sector procurement activity is in line with public sector legislation, specifically the Public Contracts Regulations 2015.
- 7.4.2 For each of the individual projects the specific procurement implications associated to the legislation are set out and 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 which should also give consideration to application of Equality Impact Assessments in line with Council Policy

8 Background Documents

- 8.1 List of Appendices accompanying this Report (if any):
- 1. Appendix 1 - Planned Procurement Activity December 2022 – February 2023
 - 2. Appendix 2 – Background Briefing Paper
 - 3. Appendix 3 – Exempt Information

APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (DECEMBER 2022 – FEBRUARY 2023)

No.	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
1	Approval to Tender Strategy	Southside Public Realm Final Scheme Works	TBC	The construction works to complete the Southside Public Realm scheme, in accordance with the Full Business Case approved by the Cabinet Member for Transport and Environment and the Cabinet Member for Finance and Resources, dated 9th February 2021.	1 year, 3 months	Place, Prosperity & Sustainability	Transport	Carl Tomlinson	Jaswant Chahal / Charlie Short	09/01/2023
2	Strategy / Award	Insurance Services for Acivico and Birmingham Children's Trust	TBC	Insurance services for Birmingham Children's Trust (BCT) and Acivico to ensure they have the relevant level of cover to mitigate the risk should an incident occur. These being: •Acivico - Employers Liability incorporating Fidelity Guarantee •BCT - Combined Liability containing Employers Liability and Public Liability	3 years	Council Management	Finance and Resources	Lee Bickerton	Matthew Davis / Stuart Follows	09/01/2023
3	Approval to Tender Strategy	Clearance, Demolition and Remediation of the Bordesley Park Site	TBC	To support the regeneration of Bordesley Park, there is a requirement for the clearance of the site including tyres and waste materials, the demolition of all buildings and the remediation of the ground.	2 years	Planning, Transport and Sustainability	Transport	Carl Tomlinson	Nick Matthews / Charlie Short	19/12/2022
4	Approval to Tender Strategy	Highway Improvements at the Bordesley Park Site	TBC	To support the regeneration of Bordesley Park, there is a requirement for highway improve access within the site and junction surrounding the site.	2 years	Planning, Transport and Sustainability	Transport	Carl Tomlinson	Nick Matthews / Charlie Short	19/12/2022
5	Strategy / Award	Strategic and Technical Advice & Support for Financial Reporting	TBC	The services required relate to strategic and technical advice, as well as delivery and support, for financial reporting for the following areas: •Co-ordinate and manage the closedown of financial accounts and Value For Money assessment •Deliver and support the production of key aspects of the Statement of Accounts and support the external audit •Lead on Financial Control across the Council •Advice on accounting treatments of complex transactions •Knowledge transfer and building internal capacity •Training and development •Provide resilience in a period of change	3 years with the option to extend for a further 12 months	Council Management	Finance and Resources	Lee Bickerton	Mohammed Sajid / Richard Tibbatts	09/01/2023
6	Strategy / Award	Provision of Apprenticeship Training Services	TBC	The service is the provision of vocational training for apprentices employed by the Council and schools under the jurisdiction of the Council.	3 years	Council Management	Finance and Resources	Lee Bickerton	Louise Ward / Richard Tibbatts	19/12/2022
7	Strategy / Award	JNC executive search partner	P0993	Access to national frameworks to utilise suitable executive search partners to help fulfil Senior Leader JNC temporary, permanent, interim and fixed term Senior Leader JNC roles.	4 years	Council Management	Finance and Resources	Lee Bickerton	Heather Watt / Andrea Webster	19/12/2022
8	Strategy / Award	Washroom Services	P0386-2022	The Council requires the provision of the following services: •Waste collection and disposal services – sanitary, nappy, sharps, clinical waste •Roller towels •Hand dryers •Various Washroom equipment e.g., air fresheners, Dust/logo mats	4 years	Council Management	Finance and Resources	Lee Bickerton	Jose Vitoria	16/01/2023
9	Strategy / Award	Installation of Sustainable Warmth Measures in Private Properties	TBC	The management of and installation of various improvements to owner occupied properties to deliver energy efficiency and a reduction in householders' energy bills.	1 year	City Housing	Housing	Andrew Healey	Guy Chaundy / Charlie Short	19/12/2022
10	Strategy / Award	Legal Services for Disrepair	TBC	The provision of legal consultancy services to assess claims received and manage them to conclusion.	1 year	City Housing	Housing	Andrew Healey	Gwendolyn Mayo / Lucy Ford	19/12/2022

APPENDIX 2

BRIEFING NOTE ON PLANNED PROCUREMENT ACTIVITIES **CABINET – 8th November 2022**

Title of Contract	Southside Public Realm Final Scheme Works
Contact Officers	Director / Assistant Director: Phil Edwards, Assistant Director, Place, Prosperity & Sustainability Directorate Client Officer: Jas Chahal, Transport Delivery Manager Procurement Officer: Charlie Short, Procurement Manager
Briefly describe the service required	The construction works to complete the Southside Public Realm scheme, in accordance with the Full Business Case approved by the Cabinet Member for Transport and Environment and the Cabinet Member for Finance and Resources, dated 9 th February 2021.
What is the proposed procurement route?	An open procurement process will be advertised in Find a Tender, Contracts Finder and www.finditinbirmingham.com
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a one-off requirement.
Will any savings be generated?	No savings will be generated from this procurement process. However, modernised public realm should realise revenue saving for future maintenance.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house for a construction project.
How will this service assist with the Council's commitments to Route to Zero?	The scheme will improve walking and cycling connectivity, enhanced pedestrianised public realm close to major public transport services and National Cycle Route Network. New tree planting to provide localised environmental and air quality benefits in the street scene.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	The scheme will enhance the Southside area of the city providing benefit to the vibrant local diverse communities which has been developed by engagement with Southside BID and its close links with the local businesses and community. Upgrading of street lighting, CCTV, pedestrian space, cycle route and inclusion of artwork relevant to the local community. The works contract will require the delivery of the key principles of BBC4SR including making our suppliers pay the Real Living Wage.
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, the Southside Public Realm Final scheme is required for completion to improve the visitor experience to the city centre and assist with the facilitation of economic growth.
What budget is the funding from for this service?	The scheme will be funded from the approved Southside budget.
Proposed start date and duration of the new contract	The proposed start date is January 2024 for a period of 1 year, 3 months.

Title of Contract	Insurance Services for Acivico and Birmingham Children's Trust
Contact Officers	Director / Assistant Director: Sara Pitt – Director of Finance (Deputy Section 151 Officer) Client Officer: Matthew Davis – Insurance Manager Procurement Officer: Stuart Follows – Assistant Category Manager
Briefly describe the service required	Insurance services for Birmingham Children's Trust (BCT) and Acivico to ensure they have the relevant level of cover to mitigate the risk should an incident occur. These being: <ul style="list-style-type: none"> Acivico - Employers Liability incorporating Fidelity Guarantee (provides them an indemnity against its legal liability to compensate those employees who sustain either a personal injury or contract an illness or disease during the course of their employment that exceeds the level of self -insurance and also theft by employees and all theft of money). BCT - Combined Liability containing Employers Liability and Public Liability covering liability for injury to third parties or damage to their property in the course of the business and Professional Indemnity covering liability for professional advice given arising from building consultancy. Plus, Directors and Officers providing cover for loss arising from inadvertent wrongful act by directors or senior managers in the performance of their roles.
What is the proposed procurement route?	A procurement process will be undertaken by way of a further competition using the Crown Commercial Services (CCS) Insurances Services 3 - Dynamic Purchasing System.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contracts in place for BCT and Acivico are until 31 st March 2023 with Zurich Municipal.
Will any savings be generated?	No cashable savings are anticipated by this project with the premium dependent upon performance, wage roll and turnover.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house for the period of this contract.
How will this service assist with the Council's commitments to Route to Zero?	Any specification will require the Council's commitments to Route to Zero to be considered, in particular to a reduction in zero emission for transport.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	These insurance services ensure that the two organisations have the cover to mitigate the risk of incidents and also provide a level of insurance to the employees. The process will incorporate the BBC4SR, and suppliers will need to demonstrate that the employees pay the Real Living Wage.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	Under S.111 Local Government Act 1972, the Council has power to support of the performance of the Council's primary functions which are contained in a raft of legislation according to the services areas in which the buildings / assets facilitate service delivery.
What budget is the funding from for this service?	The premiums will be funded by Birmingham Children's Trust and Acivico themselves.
Proposed start date and duration of the new contract	The proposed start date is 1 st April 2023 for a period of 3 years.

Title of Contract	Clearance, Demolition and Remediation of the Bordesley Park Site
Contact Officers	Director / Assistant Director: Ian MacLeod, Director Planning, Transport and Sustainability Client Officer: Nick Matthews, Project Delivery Manager Procurement Officer: Charlie Short, Procurement Manager
Briefly describe the service required	To support the regeneration of Bordesley Park, there is a requirement for the clearance of the site including tyres and waste materials, the demolition of all buildings and the remediation of the ground.
What is the proposed procurement route?	A procurement process will be undertaken advertised on Find a Tender, Contracts Finder and www.finditinbirmingham.com
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new requirement.
Will any savings be generated?	There are no cashable savings that will be realised from the award of this contract.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as there is not the resources within the Council to provide this service.
How will this service assist with the Council's commitments to Route to Zero?	The contractor will take appropriate steps in carbon reduction when delivering the highway improvement works.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	The demolition and remediation works will support the regeneration scheme in the creation of jobs in Bordesley Green which is amongst the most deprived wards in the city and has the 7th lowest average income.
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, the service is required to support the regeneration of the Bordesley Park site.
What budget is the funding from for this service?	This is funded from Levelling Up Fund and Council capital match.
Proposed start date and duration of the new contract	The proposed start date is February 2023 for a period of 2 years.

Title of Contract	Highway Improvements at the Bordesley Park Site
Contact Officers	Director / Assistant Director: Ian MacLeod, Director Planning, Transport and Sustainability Client Officer: Nick Matthews, Project Delivery Manager Procurement Officer: Charlie Short, Procurement Manager
Briefly describe the service required	To support the regeneration of Bordesley Park, there is a requirement for highway improved access within the site and junction surrounding the site.
What is the proposed procurement route?	A procurement process will be undertaken advertised on Find a Tender, Contracts Finder and www.finditinbirmingham.com
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new requirement.
Will any savings be generated?	There are no cashable savings that will be realised from the award of this contract.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as there is not the resources within the Council to provide this service.
How will this service assist with the Council's commitments to Route to Zero?	The contractor will take appropriate steps in carbon reduction when delivering the highway improvement works.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	The highway works will support the regeneration scheme in the creation of jobs in Bordesley Green which is amongst the most deprived wards in the city and has the 7th lowest average income.
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, the service is required to support the regeneration of the Bordesley Park site.
What budget is the funding from for this service?	This is funded from Levelling Up Fund and Council capital match.
Proposed start date and duration of the new contract	The proposed start date is January 2023 for a period of 2 years.

Title of Contract	Strategic and Technical Advice & Support for Financial Reporting
Contact Officers	Director / Assistant Director: Sara Pitt, Director Finance Client Officer: Mohammed Sajid, Interim Head of Financial Strategy Procurement Officer: Richard Tibbatts, Head of Category - Corporate
Briefly describe the service required	<p>The services required relate to strategic and technical advice, as well as delivery and support, for financial reporting for the following areas:</p> <ul style="list-style-type: none"> • Co-ordinate and manage the closedown of financial accounts and Value For Money assessment • Deliver and support the production of key aspects of the Statement of Accounts and support the external audit • Lead on Financial Control across the Council • Advice on accounting treatments of complex transactions • Knowledge transfer and building internal capacity • Training and development • Provide resilience in a period of change <p>There is not the capacity in-house to deliver this service as three long-standing staff are leaving the Council, and these are specialist and hard to recruit roles. This delivery model offers financial and operations resilience and certainty in hard to fulfil specialisms in an important function.</p> <p>A further competition exercise was carried out for the above contract and awarded in January 2021 using the same Crown Consultancy Services Management Consultancy 2 Framework Agreement. The incumbent offers continuity as its staff have been working with the Council and supported two financial reporting cycles and gained invaluable experience. This cannot be transferred to another supplier or attained in a reasonable amount of time, if at all. This knowledge is critical whilst the new financial system is embedded into the Council and there is further turnover in the Council team. The supplier thus provides the most economically advantageous solution for our requirements.</p> <p>The contract needs to deliver financial reporting for 2022/23 (a process which should have started by February 2023). A new supplier will not be able to have the immediate impact the Council requires and which the incumbent can provide as a result of their two-year involvement.</p> <p>Value for Money is evidenced by the successful tender in January 2021. Any new competition is likely to result in higher costs due to inflationary pressures since January 2021</p> <p>The supplier produced a Social Value plan as part of the original tender and award, and this will be commensurately extended as part of this new contract.</p>
What is the proposed procurement route?	A direct award will be carried out using Crown Consultancy Services Management Consultancy 2 Framework Agreement.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	A two-year contract awarded using the Crown Consultancy Services Management Consultancy 2 Framework Agreement. This ends February 2023.
Has the In-House Preferred Test been carried out?	Yes - There is not the capacity in-house to deliver this service as the long-standing staff are leaving the Council and these are specialist and hard to recruit roles. This contract includes a knowledge transfer element and will ensure junior staff are able to cover such roles in the future.
How will this service assist with the Council's commitments to Route to Zero?	The services required will support our directorates within the Council in the achievement of their ambitions on the Route to Zero.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	The key element of this contract is knowledge transfer to existing and new BCC staff which should enhance career development and improve wellbeing by ensuring staff are trained and knowledgeable to undertake these specialist roles. The contract provides the Council with resilience as well as technical and specialist support in a statutory duty to ensure the Council produces accurate and timely financial data for better council wide decision making.

Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	The Council has statutory obligations under Section 151. More specifically the obligations of a CFO to ensure good financial management to safeguard value for money and operate a fit for purpose Finance service. The required services will support the Council's statutory financial reporting requirements including the production of the Statement of Accounts, adherence to accounting standards and unqualified audit opinions.
What budget is the funding from for this service?	The cost of the service will be met from the Service Finance and Governance Directorate budget.
Proposed start date and duration of the new contract	The proposed start date is January 2023 for a period of 3 years with option to extend for a further 1 year.

Title of Contract	Provision of Apprenticeship Training Services
Contact Officers	Director / Assistant Director: Darren Hockaday, Director, HR and Organisation Development (interim) Client Officer: Louise Ward, Interim Apprenticeship Manager Procurement Officer: Richard Tibbatts, Head of Category - Corporate
Briefly describe the service required	The service is the provision of vocational training for apprentices employed by the Council and schools under the jurisdiction of the Council. The type of training will include business administration, customer services, facilities management, leadership and specialist areas including finance, legal, procurement, built environment. The number of providers engaged will change dependent upon demand.
What is the proposed procurement route?	To seek approval to use the Yorkshire Purchasing Organisation Apprenticeship Training framework agreement to carry out either direct award or a further competition exercise in accordance with the protocol.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There is not a current contract in place. The existing contract expired on 20 th August 2022 and has not been reprocedured in time. However, the services have continued to be provided under Yorkshire Purchasing framework agreement whereby competition exercises for training opportunities with YPO approved providers were and continue to be carried out.
Will any savings be generated?	There is no cost for us as a business to access this service. The YPO framework charges 1% of the apprenticeship standard back to the procured training providers.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as no skills, capacity and ability to deliver this service. To procure via our own framework this would take 6+ months and we do not have the resource or time factors to pause apprenticeship starts whilst we undergo these procurement lots of apprenticeship provision.
How will this service assist with the Council's commitments to Route to Zero?	Not applicable.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	By procuring high quality apprenticeship providers we will be asking them to work with partner organisations to access a greater pool of candidates who are diverse and reach into the communities as part of the recruitment process for new apprentices. We need to represent our community make up as 40% of our population are under 25-year-olds and our age profile is 49 as a Council. Therefore, by utilising the apprenticeship levy we are attracting early careers into the Council to change the demographics and profile of our workforce, so we are more inclusive.

Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	As a Council we pay 0.5% of our and school's PAYE as a tax into an online digital account for apprenticeship training. If we do not utilise this then it is lost back to treasury, so we need to offer this to our employees as an upskilling opportunity.
What budget is the funding from for this service?	Not required as zero costs.
Proposed start date and duration of the new contract	The proposed start date is January 2023 for a period of 3 years.

Title of Contract	JNC Executive Search Partner (P0993)
Contact Officers	Director / Assistant Director: Steve Sandercock, Assistant Director - Procurement Client Contact: Heather Watt on behalf of Darren Hockaday Procurement Officer: Andrea Webster, Procurement Manager
Briefly describe the service required	Access to national frameworks to utilise suitable executive search partners to help fulfil Senior Leader JNC temporary, permanent, interim and fixed term Senior Leader JNC roles.
What is the proposed procurement route?	It is proposed that several call-off contracts be let under national framework agreements (FA), in accordance with the ordering/award procedures of those FAs, as and when JNC roles/vacancies are identified. There are numerous owners of national FAs, Crown Commercial Services being one, but there are many more. Until JNC roles are scoped, it is not possible to identify a single FA which could provide all the skills or specialisms that are needed. It is in the knowledge that no single FA or organisation has the range and breadth of skills to fully meet the Council's diverse needs at JNC level, that flexible access to multiple frameworks and providers is required. The mobilisation of a search partner will need to be done at pace with individual appointments of work approved under delegated authority as and when required.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There are no existing arrangements. The corporate contract for Executive Search services expired in May 2021 and was not renewed pending a decision on the preferred procurement strategy.
Will any savings be generated?	No cashable savings will be generated by this project.
Has the In-House Preferred Test been carried out?	The In-House Preferred Test has been carried out and shows that this service cannot be undertaken in house.
How will this service assist with the Council's commitments to Route to Zero?	As the contract will generate negligible carbon emissions there are no opportunities for this to assist with the Council's Route to Zero commitments.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	We will continue to only work with available search partners who take our commitment to diversity seriously and are willing to provide us with appropriately diverse candidate slates + the data behind those long and shortlists of candidates. By working with a broad range of providers who have equality as one of their values, we will demonstrate our desire to recruit senior leaders from different backgrounds and positively include the in our processes.
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 service is required to progress at pace to fulfil JNC appointments (temp, interim, fixed term & permanent) as and when they arise.
What budget is the funding from for this service?	This is funded from individual approved, directorate budgets.
Proposed start date and duration of the new contract	The proposed start date is 1st December 2022 for a period of 4 years.

Title of Contract	Washroom Services (P0386_2022)
Contact Officers	Director / Assistant Director: Steve Sandercock, Assistant Director – Procurement Procurement Officer: Jose Vitoria, Assistant Category Manager
Briefly describe the service required	The Council requires the provision of the following services: <ul style="list-style-type: none"> • Waste collection and disposal services – sanitary, nappy, sharps, clinical waste • Roller towels • Hand dryers • Various Washroom equipment e.g., air fresheners, Dust/logo mats
What is the proposed procurement route?	To award a Call off contract by direct award using the ESPO Washroom Services framework agreement 239_2020. In line with the direct award criteria set out in the framework agreement the Supplier with the most economically advantageous solution will be recommended for award. This will include an assessment of framework prices of all Suppliers against the Council's current range of products/services. The combined strategy & award report will include the results of this assessment.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract with Rentokil Initial UK Limited under the Eastern Shires Purchasing Organisation (ESPO) Framework agreement is due to expire on 30 th April 2023.
Will any savings be generated?	No cashable savings will be generated by this project.
Has the In-House Preferred Test been carried out?	The In-House Preferred Test has been carried out and shows that this service cannot be undertaken in house.
How will this service assist with the Council's commitments to Route to Zero?	Under the call off Contract Suppliers are required to reduce environmental impact within the lifecycle of their Call off Contract. The successful Supplier shall be required to provide information on new or improved environmentally preferable products and demonstrate their measured progress against the Council's commitments to Route to Zero. This will be monitored through Contract management activities.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	While not directly assisting in the Everybody's Battle, Everybody's Business. This contract will ensure that all employees and visitors, to any buildings owned by the Council or where the Council delivers its services from, do so confident that washroom services in Council buildings, and individual areas, meet all the hygiene requirements to maintain the health and wellbeing of employees and visitors.
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 these services. However, the services are required to support the provision of welfare facilities and environmental obligations under a wide range of primary legislation including: <ul style="list-style-type: none"> • The Workplace (Health, Safety and Welfare) Regulations The Health and Safety at Work etc Act 1974 • 1992 • The Water Industries Act 1991 • Environmental Protection Act 1990 • Landfill (England and Wales) Regulations 2002 • Control of Pollution Act 1974 (Section 17) • Control of Pollution (Special Waste) Regulations 2005 • The Classification, Packaging and Labelling of Dangerous Substances Regulations 2006 • Environmental Protection (Duty of Care Regulations 1991 • Hazardous Waste (England and Wales) Regulations 2005 and amended 2009 • The European Waste Catalogue 2002 • The Waste (England and Wales) Regulations 2011 and amended 2014

What budget is the funding from for this service?	The cost of the services and products purchased will be met from individual Directorate's approved budgets.
Proposed start date and duration of the new contract	The proposed start date is 1 st May 2023 for a period of 4 years.

Title of Contract	Installation of Sustainable Warmth Measures in Private Properties
Contact Officers	Director / Assistant Director: Julie Griffin, Strategic Director of City Housing Client Officer: Guy Chaundy, Senior Service Manager Procurement Officer: Charlie Short, Procurement Manager
Briefly describe the service required	Cabinet approved the delegation of Procurement Strategy in the report- Green Homes Grants Delivery Phase 2 dated 7 th September 2021. The management of and installation of various improvements to owner occupied properties to deliver energy efficiency and a reduction in householders' energy bills.
What is the proposed procurement route?	The proposed route to market will be to use a compliant public sector framework agreement.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The approved route is to use the Constructing West Midlands Framework Agreement. Due to the volumes of work and the capacity of the marketplace, there is a requirement for an alternative procurement route to enable the works to be completed to meet funding conditions.
Will any savings be generated?	No cashable savings will be generated by this project.
Has the In-House Preferred Test been carried out?	This requirement for works is not suitable to be delivered in-house.
How will this service assist with the Council's commitments to Route to Zero?	The installations assist in energy efficient savings and the reduction in carbon emissions.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	Sustainable warmth measures are available to all sections of the community who meet the requirements of the funding conditions.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	No, there is not a statutory duty for this service. However, the works supports the government's policy and the Council's Route to Zero policy to improve sustainability in housing
What budget is the funding from for this service?	This is funded from the LAD2 (Public and Private Properties) budget.
Proposed start date and duration of the new contract	The proposed start date is December 2022 for a period of 1 year.

Title of Contract	Legal Services for Disrepair
Contact Officers	Director / Assistant Director: Julie Griffin, Strategic Director City Housing Client Officer: Gwendolyn Mayo, Business Support Manager Procurement Officer: Lucy Ford, Sub-category Manager
Briefly describe the service required	The provision of legal consultancy services to assess claims received and manage them to conclusion.
What is the proposed procurement route?	Further competition under the EM Lawshare Framework. This is a compliantly procured framework which the Council has experience using. There are a number of approved framework suppliers who could participate in the procurement.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	Existing arrangements are managed internally, there are no external contracts in place. This will be a new arrangement.
Will any savings be generated?	No cashable savings will be generated by this project.
Has the In-House Preferred Test been carried out?	Yes, however whilst In-house is the preferred solution, there is insufficient resource to manage the backlog of cases. The Council will need to recruit to the roles. Whilst recruitment is undertaken a solution is required to manage cases for the medium term.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the bidders to deliver the service in way that minimises their carbon footprint.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	It will support the Council to meet the needs of our citizens and the neighbourhoods (addressing place matters) ensuring that work in our neighbourhoods is actioned quickly giving results to all our residents. The focus is also on equity in terms of the action to rectify the cases against the council.
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, the Council has a statutory obligation to carry out the repairs and maintenance of its housing stock.
What budget is the funding from for this service?	This is funded from the HRA budget.
Proposed start date and duration of the new contract	The proposed start date is January 2023 for a duration up to 1 year.



Resources O&S Committee: Work Programme 2022/23

Chair	Councillor Akhlaq Ahmed
Deputy Chair	Councillor Bushra Bi
Committee Members:	Councillors Meirion Jenkins, Rashad Mahmood, Hendrina Quinnen, Sybil Spence, Paul Tilsley and Ken Wood
Committee Support:	Senior Overview and Scrutiny Manager: Fiona Bottrill (07395 884487) Scrutiny Officer: Jayne Bowles (303 4810) Committee Manager: Mandeep Marwaha (303 5950)

1 Introduction

- 1.1 The remit of the Resources O&S Committee is 'to fulfil the functions of an Overview and Scrutiny Committee as they relate to any policies, services and activities concerning finance (including strategic finance, budget setting and financial monitoring); revenues and benefits; treasury management; council land use and property assets; human resources; contracting, commissioning and commercialisation'.
- 1.2 This report provides details of the proposed scrutiny work programme for 2022/23.

2 Recommendation

- 2.1 That the Committee considers its work programme, attached at Appendix 1, and considers whether any amendments are required.

3 Background

- 3.1 *"Scrutiny is based on the principle that someone who makes a decision...should not be the only one to review or challenge it. Overview is founded on the belief that an open, inclusive, member-led approach to policy review...results in better policies in the long run."* (Jessica Crowe, former Executive Director, Centre for Governance and Scrutiny).
- 3.2 Developing an effective work programme is the bedrock of an effective scrutiny function. Done well, it can help lay the foundations for targeted, inclusive and timely work on issues of local importance, where scrutiny can add value. Done poorly, scrutiny can end up wasting time and resources on issues where the impact of any scrutiny work done is likely to be minimal.
- 3.3 As a result, the careful selection and prioritisation of work is essential if the scrutiny function is to be successful, add value and retain credibility.



4 Work Programme

- 4.1 Appendix 1 sets out the future work programme for this Committee. This provides information on the aims and objectives, together with lead officers and witnesses, for each item. The attached work programme also includes items to be programmed where dates are still to be confirmed, and any outstanding items including the tracking of previous recommendations.
- 4.2 The following two issues have been recommended by Co-ordinating O&S Committee for this committee to consider and have been added to the list of items to be scheduled in Appendix 1:
- Cost of Living Crisis – financial implications for the Council;
 - Diversity and Inclusion Dashboard - following publication in February 2023 – to monitor workforce data and identify progress against workforce equality indicators.

5 Other Meetings

- 5.1 There are no other meetings scheduled at this time.

Call in Meetings:

None scheduled

Petitions

None scheduled

Councillor Call for Action requests

None scheduled

It is suggested that the Committee approves Thursday at 2.00pm as a suitable day and time each week for any additional meetings required to consider 'requests for call in' which may be lodged in respect of Executive decisions

6 Forward Plan for Cabinet Decisions

- 6.1 Since the implementation of the Local Government Act and the introduction of the Forward Plan, scrutiny members have found the Plan to be a useful tool in identifying potential agenda items.
- 6.2 The following decisions, extracted from the CMIS Forward Plan of Decisions, are likely to be relevant to the Resources O&S Committee's remit. The Panel may wish to consider whether any of these issues require further investigation or monitoring via scrutiny. The Forward Plan can be viewed in full via Forward Plans (cmis.uk.com).



ID Number	Title	Portfolio	Proposed Date of Decision
010524/2022	Financial Monitoring Report Month 7 2022/23	N/A	13 Dec 22
009663/2022	Promotion of Council Owned Land within Bromsgrove	Leader	13 Dec 22
010576/2022	Domestic Abuse Homelessness Prevention Waiver	Finance and Resources	13 Dec 22
010637/2022	Full Business Case – Birmingham Museum and Art Gallery works funded by the Museum Estates and Development (MEND) fund	Finance and Resources	13 Dec 22
010720/2022	New Build – Atlas Works Depot, Tyseley	Finance and Resources	13 Dec 22
010729/2022	Planned Procurement Activities (January 2023 – March 2023) and Quarterly Awards (July – September 2022)	Finance and Resources	13 Dec 22
007349/2020	Waste Vehicle Replacement Programme	Environment	17 Jan 23
010414/2023	Highways Maintenance and Management PFI Contract (B)	Transport	17 Jan 23
010445/2023	Council Tax Tax-base for 2023/24	Finance and Resources	17 Jan 23
010446/2023	Business Rates Income 2023/24	N/A	17 Jan 23
010525/2023	Financial Monitoring Report Month 8 2022/23	N/A	17 Jan 23
010139/2023	Financial Monitoring Report Quarter 3 2022/23	Finance and Resources	14 Feb 23
010752/2023	UK Shared Prosperity Fund (SPF) – Acceptance of allocation of Grant and arrangements for its use	Finance and Resources	14 Feb 23
009663/2022	Promotion of Council Owned Land within Bromsgrove	Leader	14 Feb 23
010526/2023	Financial Monitoring Report Month 10 2022/23	N/A	21 Mar 23

7 Legal Implications

7.1 There are no immediate legal implications arising from this report.

8 Financial Implications

8.1 There are no financial implications arising from the recommendations set out in this report.



9 Public Sector Equality Duty

- 9.1 The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:
- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act;
 - advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
 - foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 9.2 The Committee should ensure that it addresses these duties by considering them during work programme development, the scoping of work, evidence gathering and making recommendations. This should include considering: How policy issues impact on different groups within the community, particularly those that share a relevant protected characteristic; Whether the impact on particular groups is fair and proportionate; Whether there is equality of access to services and fair representation of all groups within Birmingham; Whether any positive opportunities to advance equality of opportunity and/or good relations between people are being realised.
- 9.3 The Committee should ensure that equalities comments, and any recommendations, are based on evidence. This should include demographic and service level data and evidence of residents/service-users views gathered through consultation.

10 Use of Appendices

- 10.1 Appendix 1 – Work Programme for 2022/2023

RESOURCES OVERVIEW AND SCRUTINY COMMITTEE 2022-23 WORK PROGRAMME

Date of Meeting: **Thursday 28th July 2022**

Item/ Topic	Type of Scrutiny	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information (Including joint working / links with other O&S Committees)
Financial Monitoring Q1 2022/23	Monitoring Report	Scrutiny of current financial position	Rebecca Hellard, Director of Council Management	Rebecca Hellard, Director of Council Management Sara Pitt, Director of Finance	None Required	
Planned Procurement Activities Report	Standing Item	To note the Cabinet report (considered on 26 July) on planned procurement activity.	Steve Sandercock, Assistant Director, Procurement	Steve Sandercock, Assistant Director, Procurement	None Required	
Work Programme Development	Decision	Approve work programme for 2022-23	Fiona Bottrill, Senior Overview and Scrutiny Manager	None	None Required	

Final Deadline: Tuesday 19th July 2022

Publication: Wednesday 20th July 2022

Date of Meeting: Thursday 8th September 2022

Item/ Topic	Type	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information
Cabinet Member for Finance and Resources	Update report	Provide a summary of Cabinet Member priorities for 2022-23, and identifying opportunities for O&S to add value	Jon Lawton, Cabinet Support Officer	Councillor Yvonne Mosquito, Cabinet Member for Finance and Resources	None Required	
Financial Monitoring 2022/23	Monitoring Report	Scrutiny of current financial position	Rebecca Hellard, Director of Council Management	Rebecca Hellard, Director of Council Management Sara Pitt, Director of Finance	None Required	
Long Term Debt Strategy	Update report	To inform members of the Council's strategy to deal with long term debt	Rebecca Hellard, Director of Council Management	Mohammed Sajid, Interim Head of Financial Strategy	None Required	
Planned Procurement Activities Report	Standing Item	To note the latest Cabinet report on planned procurement activity.	Steve Sandercock, Assistant Director, Procurement	Steve Sandercock, Assistant Director, Procurement	None Required	
Work Programme Development	Decision	Approve work programme for 2022-23	Fiona Bottrill, Senior Overview and Scrutiny Manager	None	None Required	

Final Deadline: Tuesday 30th August 2022

Publication: Wednesday 31st August 2022

Date of Meeting: Thursday 6th October 2022

Item/ Topic	Type	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information
Financial Monitoring 2022/23	Monitoring Report	Scrutiny of current financial position	Rebecca Hellard, Director of Council Management	Rebecca Hellard, Director of Council Management Sara Pitt, Director of Finance	None Required	
Implementation of Oracle	Update Report	To inform members of the implementation of the Oracle system	Rebecca Hellard, Director of Council Management	Rebecca Hellard, Director of Council Management James Couper, ERP Programme Director	None Required	
Progress Report on Implementation: Procurement Governance Arrangements	Tracking Report	To monitor progress on delivery of the recommendations	Steve Sandercock, Assistant Director, Procurement	Steve Sandercock, Assistant Director, Procurement	None Required	
Planned Procurement Activities Report	Standing Item	To note the latest Cabinet report on planned procurement activity.	Steve Sandercock, Assistant Director, Procurement	Steve Sandercock, Assistant Director, Procurement	None Required	
Work Programme Development	Decision	Approve work programme for 2022-23	Fiona Bottrill, Senior Overview and Scrutiny Manager	None	None Required	

Final Deadline: Tuesday 27th September 2022

Publication: Wednesday 28th September 2022

Date of Meeting: Thursday 17th November 2022

Item/ Topic	Type	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information
Progress Report on Implementation: Council-owned Assets	Tracking Report	To monitor progress on delivery of the recommendations	Rebecca Grant, Cabinet Support Officer	Councillor Ian Ward, Leader Kathryn James, Assistant Director, Inclusive Growth	None Required	Economy and Skills OSC members to be invited to the meeting for this item
Cabinet Member for Social Justice, Community Safety and Equalities	Update Report	Provide a summary of Cabinet Member priorities for 2022-23, and identifying opportunities for O&S to add value	Marcia Wynter, Cabinet Support Officer	Councillor John Cotton, Cabinet Member for Social Justice, Community Safety and Equalities	None Required	
Financial Monitoring 2022/23	Monitoring report	Scrutiny of current financial situation	Rebecca Hellard, Director of Council Management	Rebecca Hellard, Director of Council Management Sara Pitt, Director of Finance	None Required	
Quarterly Assurance Update – Procurement and Contract Governance Rules						
Planned Procurement Activities Report	Standing Item	To note the latest Cabinet report on planned procurement activity.	Steve Sandercock, Assistant Director, Procurement	Steve Sandercock, Assistant Director, Procurement	None Required	
Work Programme Development	Decision	Approve work programme for 2022-23	Fiona Bottrill, Senior Overview and Scrutiny Manager	None	None Required	

Final Deadline: Tuesday 8th November 2022

Publication: Wednesday 9th November 2022

Date of Meeting: Thursday 22nd December 2022

Item/ Topic	Type	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information
Financial Monitoring 2022/23	Monitoring report	Scrutiny of current financial position	Rebecca Hellard, Director of Council Management	Rebecca Hellard, Director of Council Management Sara Pitt, Director of Finance	None Required	
Planned Procurement Activities Report	Standing Item	To note the latest Cabinet report on planned procurement activity.	Steve Sandercock, Assistant Director, Procurement	Steve Sandercock, Assistant Director, Procurement	None Required	
Work Programme Development	Decision	Approve work programme for 2022-23	Fiona Bottrill, Senior Overview and Scrutiny Manager	None	None Required	

Final Deadline: Tuesday 13th December 2022

Publication: Wednesday 14th December 2022

Date of Meeting: Thursday 19th January 2023

Item/ Topic	Type	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information
Financial Monitoring 2022/23	Monitoring report	Scrutiny of current financial position	Rebecca Hellard, Director of Council Management	Rebecca Hellard, Director of Council Management Sara Pitt, Director of Finance	None Required	
Budget Scrutiny	Consultation	Scrutiny to respond to Budget Consultation	Rebecca Hellard, Director of Council Management	Rebecca Hellard, Director of Council Management Sara Pitt, Director of Finance	None Required	
Planned Procurement Activities Report	Standing Item	To note the latest Cabinet report on planned procurement activity.	Steve Sandercock, Assistant Director, Procurement	Steve Sandercock, Assistant Director, Procurement	None Required	
Work Programme Development	Decision	Approve work programme for 2022-23	Fiona Bottrill, Senior Overview and Scrutiny Manager	None	None Required	

Final Deadline: Tuesday 10th January 2022

Publication: Wednesday 11th January 2022

Date of Meeting: Thursday 2nd March 2023

Item/ Topic	Type	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information
Financial Monitoring 2022/23	Monitoring report	Scrutiny of current financial position	Rebecca Hellard, Director of Council Management	Rebecca Hellard, Director of Council Management Sara Pitt, Director of Finance	None Required	
Planned Procurement Activities Report	Standing Item	To note the latest Cabinet report on planned procurement activity.	Steve Sandercock, Assistant Director, Procurement	Steve Sandercock, Assistant Director, Procurement	None Required	
Work Programme Development	Decision	Approve work programme for 2022-23	Fiona Bottrill, Senior Overview and Scrutiny Manager	None	None Required	

Final Deadline: Tuesday 21st February 2022

Publication: Wednesday 22nd February 2022

Date of Meeting: Thursday 30th March 2023

Item/ Topic	Type	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information
Financial Monitoring 2022/23	Monitoring Report	Scrutiny of current financial position	Rebecca Hellard, Director of Council Management	Rebecca Hellard, Director of Council Management Sara Pitt, Director of Finance	None Required	
Planned Procurement Activities Report	Standing Item	To note the latest Cabinet report on planned procurement activity.	Steve Sandercock, Assistant Director, Procurement	Steve Sandercock, Assistant Director, Procurement	None Required	
Work Programme Development	Decision	Approve work programme for 2022-23	Fiona Bottrill, Senior Overview and Scrutiny Manager	None	None Required	

Final Deadline: Tuesday 21st March 2022

Publication: Wednesday 22nd March 2022

Date of Meeting: Thursday 27th April 2022

Item/ Topic	Type	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information
Financial Monitoring 2022/23	Monitoring Report	Scrutiny of current financial position	Rebecca Hellard, Director of Council Management	Rebecca Hellard, Director of Council Management Sara Pitt, Director of Finance	None Required	
Planned Procurement Activities Report	Standing Item	To note the latest Cabinet report on planned procurement activity.	Steve Sandercock, Assistant Director, Procurement	Steve Sandercock, Assistant Director, Procurement	None Required	
Work Programme Development	Decision	Approve work programme for 2022-23	Fiona Bottrill, Senior Overview and Scrutiny Manager	None		

Final Deadline: Tuesday 18th April 2022

Publication: Wednesday 19th April 2022

TO BE SCHEDULED:

Items suggested for the work programme:

- Impact of Universal Credit roll out on the Council and understanding of residents' housing costs / needs and implications for the cost of living crisis.
- Financial implications of the Council's approach to early intervention for the Council's finances and budget, including proposal to bring enforcement into Council service.
- Management of the Council's budget deficit
- Delivering Best in Class Services in Finance, Resources and HR: What are current base lines and how will progress be measured? Examples of other Best in Class services / organisations in relation to finance, resources and human resources.
- Implementation of Digital Strategy
- Outcome of the CIPFA Budget Sufficiency Review of Education and Skills Directorate (now the Children and Families Directorate)
- Use of consultants
- Section 106 and CLIL - policy and procedure

The following two issues have been recommended by Co-ordinating O&S Committee for consideration by this committee:

- Cost of Living Crisis – financial implications for the Council;
- Diversity and Inclusion Dashboard - following publication in February 2023 – to monitor workforce data and identify progress against workforce equality indicators.

